



"The City With a Heart"

Rico E. Medina, Mayor  
Sandy Alvarez, Vice Mayor  
Tom Hamilton, Councilmember, District 2  
Michael Salazar, Councilmember, District 3  
Marty Medina, Councilmember, District 4

**AGENDA**  
**SAN BRUNO CITY COUNCIL REGULAR MEETING**  
**April 14, 2026**  
**7:00 PM**

<p><b>IN PERSON* MEETING LOCATION</b></p> <p>San Bruno Recreation and Aquatic Center, Community Room 251 City Park Way San Bruno, CA 94066</p> <p>*Please turn off all electronic devices before the start of the meeting to prevent disruptions*</p>	<p><b>**Zoom Link</b></p> <p><a href="https://sanbruno-ca-gov.zoom.us/j/81643549334?pwd=FJt5l8qbekJLNjtQbKM6ZAfNrhFQKh.1">https://sanbruno-ca-gov.zoom.us/j/81643549334?pwd=FJt5l8qbekJLNjtQbKM6ZAfNrhFQKh.1</a></p> <p><b>Phone Line:</b> 1-646-558-8656 <b>Webinar ID:</b> 816 4354 9334 <b>Webinar Password:</b> 868676</p> <p>*Broadcast of the meeting is offered via Zoom as a courtesy to the public. **No public comment accepted via Zoom.</p>
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**PUBLIC COMMENT:** In person attendees who want to provide public comment, will be asked to fill out a speaker card and turn it into the City Clerk. Public comment may also be emailed to [CityClerk@sanbruno.ca.gov](mailto:CityClerk@sanbruno.ca.gov). Comments received via email will not be read aloud during the meeting.

**ACCESSIBILITY:** In compliance with the Americans with Disabilities Act, individuals requiring special accommodations or modifications to participate in this meeting should contact the City Clerk's Office 48 hours prior to the meeting at (650) 616-7061 or [CityClerk@sanbruno.ca.gov](mailto:CityClerk@sanbruno.ca.gov).

\*Any disclosable public writings related to an open session item on a regular meeting agenda and distributed by the City to at least a majority of the City Council less than 72 hours prior to that meeting are available for public inspection at the City Clerk's Office at City Hall located at 567 El Camino Real, San Bruno, California during normal business hours. In addition, the City may also post such documents on the City's Website at [sanbruno.ca.gov/AgendaCenter](http://sanbruno.ca.gov/AgendaCenter).

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

*Individuals allowed up to three minutes, subject to the Mayor's discretion based on the anticipated length in the meeting. It is the Council's policy to refer matters raised in this forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Council from discussing or acting upon any matter not agendized pursuant to State Law.*

5. **ANNOUNCEMENTS/PRESENTATIONS**

*There is a single public comment period for all items in this section*

- a. The Spring Community Clean-Up Event with Recology is happening on Saturday, April 25th from 8:00 am -11:00 am at Skyline College Parking Lot N. San Bruno residents are invited to bring unwanted bulk items to this self-service drop-off event. Each household may dispose of

up to 3 cubic yards of materials

- b. Day of the Child/Dia de los Niños will take place at City Park on Saturday, April 25th, from 12:00 pm -3:00 pm. This family-friendly event will feature live music, food, children's activities, and a special storytime with Police Chief Matt Lethin
- c. The Spring Compost Giveaway with Recology is happening on Saturday, April 25th and Sunday, April 26th from 8:00 am -11:00 am at Lions Field. Residents are welcome to take home a free bucket of compost to help enrich their gardens
- d. Proclamation Recognizing April 2026 as Arab American Heritage Month
- e. Proclamation Recognizing Property and Evidence Professionals Appreciation Week and Police Dispatch Appreciation Week
- f. Proclamation Recognizing April 19-25, 2026 as Library Week
- g. Receive Presentation from Peninsula Clean Energy

6. **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. There will be a single public comment period for all items in this section unless a Councilmember requests to pull an item for a separate vote.*

- a. Approve the Draft Special Meeting Minutes for March 3, 2026; March 24, 2026 and Regular Meeting Minutes for May 27, 2025; November 12, 2025; and March 24, 2026
- b. Approve Accounts Payable for March 26, 2026, April 1, 2026, April 6, 2026
- c. Accept Payroll for March 22, 2026
- d. Approve Investment Report Dated March 31, 2026
- e. Approve Reconciliation of General Ledger to Bank Report Dated February 28, 2026
- f. Consider Adoption of a Resolution Approving the Administrative Amendment to Paragraph 2.2 of the Peninsula Clean Energy Joint Powers Agreement Reflecting the Name Change of Peninsula Clean Energy Authority to WestLight Energy
- g. Consider Adoption of Resolution Initiating Property Owner Notice and Protest Process as Required by Proposition 218 for an Increase to Garbage Rates Pursuant to the Agreement for Solid Waste Collection Services with Recology San Bruno, Effective July 1, 2026
- h. Consider Adoption of an Ordinance Entitled "An Ordinance of the City Council of the City of San Bruno Amending Chapter 5.04 of the San Bruno Municipal Code Regarding Nuisances, Amending Chapter 5.24 of the San Bruno Municipal Code Regarding Maintenance of Distressed Vacant Properties, and Amending Chapter 10.20 of the San Bruno Municipal Code Regarding Collection, Transport and Disposal of Garbage"
- i. Consider Adoption of a Resolution Accepting the 2023-24 and 2024-25 Street Rehabilitation Project as Complete; Authorizing the Filing of Notice of Completion with the San Mateo County Recorder's Office; Authorizing the Release of the Construction Contract Retention in the Amount of \$284,403.83; and Reallocating the Remaining Budget in the Amount of Approximately \$782,000 from the 2023-24 and 2024-25 Street Rehabilitation Project to the 2025-26 Street Pavement Project

- j. Consider Adoption of a Resolution Authorizing the Purchase of a Communications Recording System and Warranty Support from Goserco, Inc., Approving Non-Standard Agreements, and Authorizing the Police Chief to Execute Future Agreements and Renewals

7. **CONDUCT OF BUSINESS**

*Public comment will be requested after each topic in this section*

- a. Receive a Mid-Year Financial Update and Consider Adoption of a Resolution Amending the Fiscal Year 2025-26 Budget
- b. Consider Approval of Eligible Project List for Fiscal Year 2026-27 to 2030-31 for Development Impact Fee Funds and Authorize the Community Development Department to Release a Notice of Funding Availability to Utilize the Affordable Housing Fund and to Apply for the County of San Mateo's Community Development Block Grant Funding Program
- c. Consider Approval of Zoning Adjustments, Two Public Art Projects, Focused Street Light Improvements, and Minor Paseo Improvement as the Downtown Improvement Initiative for Fiscal Year 2026-27
- d. Provide Direction for the Street Sweeping Program Analysis

8. **COUNCIL COMMITTEE REPORT OUT**

9. **COMMENTS FROM COUNCIL MEMBERS**

10. **ADJOURNMENT** – The next Regular City Council Meeting will be held on April 28, 2026 at 7:00 pm

POSTING: I declare a copy of this agenda was posted at City Hall, 567 El Camino Real, San Bruno, among other locations in the city limits of San Bruno, on April 9, 2026, by 8:00 pm.

  
Lupita Huerta, City Clerk



## "The City With a Heart"

Rico E. Medina, Mayor  
Sandy Alvarez, Vice Mayor  
Tom Hamilton, Councilmember, District 2  
Michael Salazar, Councilmember, District 3  
Marty Medina, Councilmember, District 4

### MINUTES SAN BRUNO CITY COUNCIL SPECIAL MEETING March 3, 2026 5:00 PM

1. **CALL TO ORDER**

The meeting was called to order at 5:00 pm.

2. **ROLL CALL**

Councilmembers Hamilton, M. Medina, Salazar, Vice Mayor Alvarez and Mayor R. Medina were all present.

3. **CLOSED SESSION**

a. **CONFERENCE WITH LABOR NEGOTIATORS**

Agency designated representatives: City Manager  
Employee Organizations: Teamsters Local 856, IBT Police; and  
Teamsters Local 856, IBT Public Safety Mid-Management

No reportable action was taken.

4. **ADJOURNMENT**

This meeting adjourned at 5:42 pm to the next Regular City Council Meeting on March 10, 2026 at 7:00 pm.

These meeting minutes were prepared by Lupita Huerta, City Clerk, and presented to the City Council for approval at the regular meeting of April 14, 2026.

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Lupita Huerta  
City Clerk

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Rico E. Medina  
Mayor



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**MINUTES**  
**SAN BRUNO CITY COUNCIL SPECIAL MEETING**  
**March 24, 2026**  
**5:30 PM**

1. **CALL TO ORDER**

The meeting was called to order at 5:30 pm.

2. **ROLL CALL**

Councilmembers Hamilton, M. Medina, Vice Mayor Alvarez, and Mayor R. Medina were all present and Councilmember Salazar arrived at 6:41 pm.

3. **STUDY SESSION**

a. City Council Strategic Initiative for Downtown Beautification Planning

**City Manager Alex McIntyre** introduced the item to the City Council.

**Community Development Director Peter Gilli** presented the item to City Council and answered questions.

The following member(s) of the public provided comment:

- Stephen Seymour

No reportable action was taken.

b. Receive a Presentation and Provide Direction on the Proposed Scope of the FY2026-27 City Council Initiative: Street Sweeping Program Analysis

**Public Works Director Matt Lee** presented the item to the City Council and answered questions

The following member(s) of the public provided comment:

- Stephen Seymour
- Anna Molina Villalobos

City Council recessed the Special Meeting at 7:00 pm to reconvene after the regular meeting.

City Council reconvened the Special Meeting at 9:57 pm.

No reportable action taken.

c. Safe San Bruno Council Initiative - Traffic Safety and Crime Hotspot Improvement Program

Item pushed to the next City Council Meeting on April 14, 2026.

4. **ADJOURNMENT**

This meeting adjourned at 11:18 pm to the next Regular City Council Meeting on April 14, 2026 at 7:00 pm.

These meeting minutes were prepared by Alissa Leonardini, Deputy City Clerk, and presented to the City Council for approval at the regular meeting of April 14, 2026.

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Alissa Leonardini  
Deputy City Clerk

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Rico E. Medina  
Mayor



"The City With a Heart"

Rico E. Medina, Mayor  
Marty Medina, Vice Mayor  
Sandy Alvarez, Councilmember, District 1  
Tom Hamilton, Councilmember, District 2  
Michael Salazar, Councilmember, District 3

**MINUTES**  
**SAN BRUNO CITY COUNCIL REGULAR MEETING**  
**May 27, 2025**  
**7:00 PM**

1. **CALL TO ORDER**

The meeting was called to order at 7:00 pm

2. **ROLL CALL**

Councilmembers Hamilton, Salazar, Vice Mayor M. Medina and Mayor R. Medina were all present and Councilmember Alvarez was on an excused absence.

3. **PLEDGE OF ALLEGIANCE**

Former Mayor Jim Ruane led the pledge

4. **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

The following member(s) of the public provided comment(s):

- Nick Rackard-Hilt
- Chris

5. **ANNOUNCEMENTS/PRESENTATIONS**

- a. Proclamation Recognizing May 12-18, 2025 as National Police Week

**Interim Police Chief Susan Manheimer** accepted the proclamation

- b. Proclamation Recognizing May 18-24, 2025 as National Public Works Week

- c. Proclamation Recognizing May 2025 as Jewish American Heritage Month

- d. Proclamation Recognizing May 2025 as Wildfire Awareness Month

**Fire Chief Ari Delay** accepted the proclamation

- e. Proclamation Recognizing June 2025 as Pride Month

- f. Proclamation Recognizing Juneteenth as National Freedom Day

**Rhonda Collins** accepted the Proclamation

- g. Join the San Bruno Public Library and the City of Millbrae for the 4th annual celebration of Juneteenth in San Bruno City Park on Saturday, June 7th from 11:00 am-3:00 pm. Enjoy stories, music, crafts, and much more! For more information, visit: [sanbruno.ca.gov/Juneteenth](http://sanbruno.ca.gov/Juneteenth)

- h. Receive Update from Recology San Bruno on the recent Spring Community Clean-Up Event held on Saturday, April 26, 2025

Recology General Manager Kirsten Pinochi presented the item to the City Council

The following member(s) of the public provided comment(s)

- Juanita Hernandez
- Nick Rackard-Hilt

6. **CONSENT CALENDAR**

- a. Approve Accounts Payable for April 21, 2025, April 28, 2025, May 5, 2025, May 12, 2025
- b. Accept Payroll for April 20, 2025
- c. Approve Investment Report Dated April 30, 2025
- d. Consider Adoption of a Resolution Accepting the City Hall Roof Replacement Project as Complete, Authorizing the Filing of Notice of Completion with the San Mateo County Recorder's Office, and Authorizing the Release of the Construction Contract Retention in the Amount of \$30,750
- e. Consider Adoption of a Resolution:
  - Accepting the Oak Avenue and Crystal Springs Road Intersection Improvements Project as Complete;
  - Authorizing the Filing of Notice of Completion with the San Mateo Recorder's Office; and
  - Authorizing Release of the Construction Contract Retention in the Amount of \$41,620.56
- f. Consider Adoption of a Resolution Authorizing the City Manager to Execute a Construction Contract with First Serve Productions, Inc. for the San Bruno Tennis Court Repair Project in an Amount Not to Exceed \$94,700; Approving a Project Contingency of \$5,000; and Determining the Project is Exempt Under the California Environmental Quality Act
- g. Consider Adoption of a Resolution to Adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Cunningham Water Tank (Tank No. 1) Replacement Project and Authorizing the City Manager to Execute Agreements with SFPUC for Sharing in the Tank Construction Costs
- h. Consider Adoption of Four (4) Resolutions Ratifying Side Letter Agreements with Recognized Bargaining Units as follows:
  1. Resolution Ratifying a Side Letter Agreement between the City of San Bruno and the Miscellaneous Bargaining Unit Represented by Teamsters Local 856, IBT, Pertaining to the Dissolution of CityNet;
  2. Resolution Ratifying a Side Letter Agreement between the City of San Bruno and the Mid-Management Bargaining Unit Represented by Teamsters Local 350, IBT, Pertaining to the Dissolution of CityNet;
  3. Resolution Ratifying a Side Letter Agreement between the City of San Bruno and the San Bruno Management Employees Association, Pertaining to the Dissolution of CityNet; and
  4. Resolution Ratifying a Side Letter Agreement between the City of San Bruno and the San Bruno Management Employees Association, Pertaining to the Police Chief Classification

- i. Consider Adoption of a Resolution Supporting Huntington Avenue Bicycle and Pedestrian Improvements Project Segment 2 and Authorizing Submittal of an Application to the San Mateo County Transportation Authority’s Cycle 1 Measure W Regional Transit Connections Program Call for Projects
- j. Consider Adoption of a Resolution Authorizing the City Manager to Execute a Contract with CivicRec for Recreation Management Software Services and Approving an Additional 10% Contingency Per Year to Account for Software Upgrades, New Modules
- k. Consider Adoption of a Resolution Approving an Updated Publicly Available Pay Schedule Effective January 13, 2025 Pursuant to the Public Employees’ Retirement Law (PERL), Public Employees’ Pension Reform Act of 2013 (PEPRA), and Title 2 of the California Code of Regulations (CCR)
- l. Consider Adoption of a Resolution Authorizing the City Manager to Execute the NASPO ValuePoint FMV Lease Agreement with Pitney Bowes to Provide Equipment and Software for Mailing Services Through June 30, 2030
- m. Consider Adoption of a Resolution Authorizing the Display of the LGBTQ+ Progress Pride Flag on a Designated City Facility Flagpole to Commemorate LGBTQ+ Pride Month During the Month of June 2025

No items were pulled for a separate vote

No items were pulled for comments or questions

No members of the public wished to speak under this item

**M/S Hamilton/M. Medina** to adopt consent. Motion passed 4-0, Councilmember Alvarez absent

## 7 CONDUCT OF BUSINESS

- a. Respond to the Request from the San Bruno Community Foundation that the City Council Consider and Agree to the Foundation Serving as a Funding Partner on a New Fire Station No. 52

San Bruno Community Foundation (SBCF) President Malissa Netane-Jones provided a verbal presentation to the City Council

The following member(s) of the public provided comment(s):

- Nancy Kraus
- Nick Rackard-Hilt
- Nick Rackard-Hilt on behalf of Nicole Hanhan
- Dave Dornlas
- Isin
- Andy Jones

**City Manager Alex McIntyre** answered questions

**SBCF President Malissa Netane-Jones** answered questions

**SBCF Vice President Jim Ruane** answered questions

**SBCF Executive Director Leslie Hatamiya** answered questions

**M/S Salazar/R. Medina** to agree to the Foundation serving as a funding partner on a new

Fire Station No. 52. Motion passed 4-1, with Councilmember Alvarez absent

- b. Consider Introducing, Reading by Title Only and Waiving Further Reading of an Ordinance Entitled “An Ordinance of the City Council of the City of San Bruno Designating Fire Hazard Severity Zones and Finding the Action Exempt from the California Environmental Quality Act”

**Battalion Chief Michael Ku** presented the item to the City Council

No members of the public wished to speak under this item

**Fire Chief Ari Delay** answered questions

**M/S Salazar/Hamilton** to introduce the ordinance as read by the City Clerk. Motion passed 4-0, with Councilmember Alvarez absent.

- c. Consider Introducing, Reading by Title Only and Waiving a Further Reading of an Ordinance Entitled “An Ordinance of the City Council of the City of San Bruno Amending Title 7 (Vehicles And Traffic) of the Municipal Code to Form a Complete Streets Committee,” and Finding Such Action Exempt from the California Environmental Quality Act and Consider Adoption of a Resolution Establishing the Complete Streets Committee Bylaws

**Assistant Community Development Director Kelly Beggs** presented the item to the City Council and answered questions

The following member(s) of the public provided comment(s):

- Rhonda Collins

**City Attorney Trisha Ortiz** answered questions

**Public Works Deputy Director Haw Won Ritchie** answered questions

**M/S Hamilton/M. Medina** to introduce the ordinance and adopt the resolution as read by the City Clerk. Motion passed 4-0, with Councilmember Alvarez absent.

- d.
  1. Consider Introducing, Reading by Title Only, and Waiving Further Reading of an Ordinance Entitled “An Ordinance of the City Council of the City of San Bruno Amending Title 7 (Vehicles and Traffic) By Replacing the Police Chief with the City Manager for Management of the Downtown Paid Parking Program;
  2. Consider Adoption of a Resolution Amending Rates and Regulations for Paid Parking on City-Owned or Controlled On and Off-Street Parking Facilities; Approving an Amendment to the Agreement with LAZ Parking, CA LLC, for Parking Enforcement Services; Appropriating Funds Therefor; and Determining the Project is Exempt Under the California Environmental Quality Act; and
  3. Direct the Issuance of an RFP for a Downtown Parking Program App

**Public Works Director Matthew Lee** presented the item to the City Council and answered questions

No members of the public wished to speak under this item

**Interim Special Projects Manager Pam Antil** answered questions

**LAZ representative Troy Hunter** answered questions

**Interim Police Chief Susan Manheimer** answered questions

**M/S Salazar/M. Medina** to direct staff to issue an RFP for a downtown parking program app. Motion passed 4-0, with Councilmember Alvarez absent.

**M/S Salazar/M. Medina** to introduce ordinance replacing the Police Chief with the City Manager for management of the downtown paid parking program. Motion passed 4-0, with Councilmember Alvarez absent.

**M/S Hamilton/Salazar** to approve amendment to agreement with LAZ Parking and appropriating funds. Motion passed 4-0, with Councilmember Alvarez absent.

**M/S Hamilton/M. Medina** to approve amending rates and regulations. Motion failed with Councilmembers Hamilton and M. Medina voting yes; Councilmember Salazar and Mayor R. Medina voting no, and Councilmember Alvarez absent.

8. **COUNCIL COMMITTEE REPORT OUT**

There were no report outs

9. **COMMENTS FROM COUNCIL MEMBERS**

The following member(s) of the City Council provided comment(s):

- Councilmember Hamilton
- Vice Mayor M. Medina
- Councilmember Salazar
- Mayor R. Medina

10. **ADJOURNMENT**

The meeting adjourned at 10:53 pm to the next Regular City Council Meeting on June 10, 2025 at 7:00 pm

Due to technical difficulties, there is no recording available.

These City Council meeting minutes were prepared by Lupita Huerta, City Clerk, and presented to the City Council for approval at the regular meeting of April 14, 2026.

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Lupita Huerta  
City Clerk

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Rico E. Medina  
Mayor



"The City With a Heart"

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Sandy Alvarez, Councilmember, District 1  
Tom Hamilton, Councilmember, District 2  
Michael Salazar, Councilmember, District 3

**MINUTES**  
**SAN BRUNO CITY COUNCIL REGULAR MEETING**  
**November 12, 2025**  
**7:00 PM**

1. **CALL TO ORDER**

The meeting was called to order at 7:00 pm

2. **ROLL CALL**

Councilmembers Alvarez, Hamilton, Salazar, Vice Mayor M. Medina and Mayor R. Medina were all present

3. **PLEDGE OF ALLEGIANCE**

Dave Nigel led the pledge

4. **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

The following member(s) of the public provided comment(s):

- Walter Skinner
- Malcolm Robinson

5. **ANNOUNCEMENTS/PRESENTATIONS**

- Join us in kicking off the holiday season on Tuesday, December 2! Tree lighting at Centennial Plaza will begin at 5 pm. Then be sure to catch Santa zoom through San Bruno beginning at approximately 6 pm. We will have cookies, hot cocoa and entertainment for folks to enjoy.
  - Proclamation Recognizing November 29, 2025 as Small Business Saturday in San Bruno
  - Receive Annual Update from Emergency Preparedness Committee
- Chair Malcolm Robinson** presented the item to the City Council
- Receive Annual Update from Senior Advisory Board
  - Vice Chair Priscilla Martinez** presented the item to the City Council
  - Receive Annual Update from Parks & Recreation Commission

**Chair Mike Palmer** presented the item to the City Council

The following member(s) of the public provided comment(s):

- Dave Nigel

6. **CONSENT CALENDAR**

- a. Approve the Draft Special Meeting Minutes for October 14, 2025; October 22, 2025 and Regular Meeting Minutes for April 8, 2025 and October 14, 2025
- b. Approve Accounts Payable for October 13, 2025, October 20, 2025, October 21, 2025, October 27, 2025, October 28, 2025
- c. Accept Payroll for October 5, 2025 and October 19, 2025
- d. Approve Reconciliation of General Ledger to Bank Report Dated July 31, 2025 and August 31, 2025
- e. Consider Adoption of a Resolution Authorizing the City Manager to Execute a Memorandum of Understanding with the County of San Mateo and Participating Jurisdictions for the Multi-Jurisdictional Inclusionary Housing and Non-Residential Linkage Fee Study (“Grand Nexus Study”), and Determining the Project is Exempt Under the California Environmental Quality Act (CEQA)
- f. Consider Adoption of a Resolution Authorizing the City Manager to Execute an Agreement with ClearGov for Budget Book Module Software
- g. Consider Adoption of a Resolution Authorizing the City Manager to Waive the Encroachment Permit Fees and Staff Labor Reimbursement Fees; and Appropriating \$786.21 from General Fund Reserve for a Community Holiday Party Road Closure on Glen Avenue on December 14, 2025
- h. Consider Adoption of a Resolution Authorizing the City Manager to Execute a Memorandum of Understanding (MOU) Between the United States Capitol Police and the City of San Bruno Police Department to Provide Law Enforcement Support and Receive Reimbursement for Services
- i. Consider Adoption of a Resolution Authorizing the City Manager to Execute a Three Year Agreement with Granicus for Continued Use of its Agenda Management Services Software

No items were pulled for a separate vote

No items were pulled for comments or questions

No members of the public wished to speak under this item

**M/S Salazar/Alvarez** to approve consent. Motion passed unanimously.

7. **PUBLIC HEARING(S)**

- a. Hold a Public Hearing to Consider Adoption of an Ordinance Entitled “An Ordinance of the City Council of the City of San Bruno Amending Title 11 (Building, Construction and Fire Protection) of the San Bruno Municipal Code and Adopting by Reference the 2025 California Referenced Standards Code and the 2025 Administrative Code” and Adoption of a Resolution of the City Council of the City of San Bruno Adopting Findings to Support Local Amendments, Deletions, and Additions to the 2025 Fire and Building Codes

**Community Development Director Peter Gilli** presented the item to the City Council

No members of the public wished to speak under this item

**M/S Salazar/Hamilton** to close public hearing. Motion passed unanimously.

**M/S Salazar/Hamilton** to adopt the ordinance. Motion passed unanimously.

**M/S Salazar/Hamilton** to adopt the resolution. Motion passed unanimously.

## 8. CONDUCT OF BUSINESS

- a. Consider Adoption of a Resolution Approving the San Bruno Parks Assessment Final Report

**Community Services Director Travis Karlen** introduced the item and **MIG consultant Lauren Ivey-Thomas** presented the item to the City Council

**City Attorney Trisha Ortiz** provided comments

**Community Services Director Travis Karlen** provided comments and answered questions

No members of the public wished to speak under this item

**M/S M. Medina/Salazar** to adopt the resolution. Motion passed unanimously.

- b. Receive Update on FY26 and Carried Over Council Strategic Initiatives

**Assistant to the City Manager Brian Adam** presented the item to the City Council

**Community Development Director Peter Gilli** answered questions

**Police Chief Matt Lethin** answered questions

**Community Services Director Travis Karlen** answered questions

**City Manager Alex McIntyre** answered questions

No members of the public wished to speak under this item.

No reportable action was taken

- c. Receive Draft Communications Plan and Provide Feedback to Staff on the Plan's Fulfillment of the Council's FY26 Strategic Initiative

**Assistant to the City Manager Brian Adam** presented the item to the City Council and answered questions

The following member(s) of the public provided comment(s):

- Lily Hamilton

**City Manager Alex McIntyre** provided comments

No reportable action was taken

## 9. COUNCIL COMMITTEE REPORT OUT

The following member(s) of the City Council provided comment(s):

- Councilmember Hamilton

## 10. COMMENTS FROM COUNCIL MEMBERS

The following member(s) of the City Council provided comment(s):

- Vice Mayor M. Medina

- Mayor R. Medina

**11. ADJOURNMENT**

The meeting adjourned at 9:15 pm to the next Regular City Council Meeting on November 25, 2025 at 7:00 pm.

These City Council meeting minutes were prepared by Lupita Huerta, City Clerk, and presented to the City Council for approval at the regular meeting of April 14, 2026.

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Lupita Huerta  
City Clerk

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Rico E. Medina  
Mayor



**"The City With a Heart"**

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**MINUTES**  
**SAN BRUNO CITY COUNCIL REGULAR MEETING**  
**March 24, 2026**  
**7:00 PM**

**1. CALL TO ORDER**

The meeting was called to order at 7:00 pm.

**2. ROLL CALL**

Councilmembers Hamilton, M. Medina, Salazar, Vice Mayor Alvarez, and Mayor R. Medina were all present.

**3. PLEDGE OF ALLEGIANCE**

Mayor M. Medina led the pledge.

**4. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

The following member(s) of the public provided comment:

- Thomy Ledesma
- Marriane Lindblom
- Daniel Mitsunaga
- Kae Jensen
- Rich Wong
- Deanna Robinson
- Isin
- Rick Bruce
- Darlene Esola
- Laura Davis
- Rosemary Buyaki
- Terrie Tomasello
- Anna Molina Villalobos
- Chris
- Gennaro Ruocci
- Kevin McMullan
- Jim Evangelist
- Unknown Member of the Public

**City Manager Alex McIntyre** addressed the public and Council regarding negotiations.

City Council recessed at 7:46 pm and reconvened at 8:00 pm.

5. **ANNOUNCEMENTS/PRESENTATIONS**

- a. The Community Services Department will host the annual Spring Egg Hunt on Saturday, March 28th at San Bruno City Park. This free, family-friendly event features age-specific hunts for all children, an accessible hunt option, community booths, and opportunities to engage with local Police and Fire personnel. The morning begins with a pancake breakfast hosted by the San Bruno Lions Club at 9am, followed by staggered egg hunt times, starting at 10am, to ensure a safe and enjoyable experience for all participants.
- b. We want to hear from you! Take our Community Survey to help shape how San Bruno responds to litter and illegal dumping. Survey is open through March 31st. Please visit [SanBruno.ca.gov/Survey](http://SanBruno.ca.gov/Survey) to share your thoughts.
- c. Interested in volunteering on a Commission, Board or Committee for the City of San Bruno? There are currently vacancies on Crime Prevention Committee, Culture & Arts Commission, and Emergency Preparedness Committee. Recruitment is open until April 9th at 5 pm. For more information, please visit [www.sanbruno.ca.gov/advisoryCBC](http://www.sanbruno.ca.gov/advisoryCBC) or contact the City Clerk's Office at (650) 616-7061
- d. The Spring Community Clean-Up Event with Recology is happening on Saturday, April 25th from 8:00 am -11:00 am at Skyline College Parking Lot N. San Bruno residents are invited to bring unwanted bulk items to this self-service drop-off event. Each household may dispose of up to 3 cubic yards of materials.
- e. The Spring Compost Giveaway with Recology is happening on Saturday, April 25th and Sunday, April 26th from 8:00 am -11:00 am at Lions Field. Residents are welcome to take home a free bucket of compost to help enrich their gardens.
- f. Proclamation Recognizing April 2026 as Autism Acceptance Month
- g. Update on Recreation and Aquatic Center Use and Financials

**Community Services Director Travis Karlen** presented the item to the City Council and answered questions

No members of the public wished to speak under Announcements/Presentations

6. **CONSENT CALENDAR**

- a. Approve the Draft Special Meeting Minutes for February 24, 2026 and Regular Meeting Minutes for February 24, 2026
- b. Approve Accounts Payable for February 23, 2026, March 2, 2026, March 9, 2026, and March 16, 2026.
- c. Accept Payroll for February 22, 2026 and March 8, 2026
- d. Approve Investment Report Dated February 28, 2026
- e. Approve Reconciliation of General Ledger to Bank Report Dated January 31, 2026
- f. Consider Adoption of a Resolution Approving the Design of the Crestmoor Canyon Storm Repair Project; Authorizing the City Manager to Execute a Construction Contract with W.R. Forde Associates, Inc. for the Crestmoor Canyon Storm Repair Project in the amount not to exceed \$167,000; Appropriating \$100,000 from the Stormwater Fund to the Crestmoor Canyon Storm Repair Project; Approving a Total Project Budget in the Amount of \$300,000; Authorizing Remaining Project Funds as Construction Contingency; and Determining the Project is Exempt Under the California Environmental Quality Act.

- g. Consider Adoption of a Resolution Approving the Application from San Bruno Improvement Group to Install a Mural at 568 San Mateo Avenue, and Authorizing the City Manager to Negotiate and Execute, in Conjunction with the City Attorney, an Easement Agreement With 568 San Mateo Avenue Property Owner, Barry Gevertz, and an Artist Agreement with Muralist Julie Engelmann
- h. Consider Adoption of a Resolution Formally Recognizing the Decertification of the San Bruno Management Employees' Association, Amending the Unrepresented Compensation Plan, and Amending the City's Salary Schedule Effective January 12, 2026.
- i. Consider Adoption of Resolution: 1. Authorizing the Community Services Department to assume primary coordination and administration of the Posy Parade, with continued support and partnership from the San Bruno Lions Club and the San Bruno Police Department; and 2. Approving the temporary road closure of various streets, in conjunction with the Annual Posy Parade, subject to the Conditions of Approval.
- j. Consider Adoption of a Resolution Authorizing the City Manager to Execute a Memorandum of Understanding with the City of Millbrae to Establish a Partnership in Support of Programs and Events for the Residents of Both Cities, and Determining the Project is Exempt Under the California Environmental Quality Act (CEQA)
- k. Consider Adoption of a Resolution Adopting Revisions to the Revenue Measure Oversight Committee (Measure G) Bylaws
- l. Receive Input from the Revenue Measure Oversight Committee and Provide Direction to Include the Fiscal Year 2026-27 Measure G Revenue Spending Plan in the City Manager's Recommended Budget
- m. Consider Adoption of a Resolution Appointing Bill Mitchell as Interim Information Technology Manager Pursuant to California Government Code Section 21221(H)

**Item h – Mayor R. Medina** pulled item for a separate vote.

The following member(s) of the public provided comment:

- Sadana Traxler

**M/S Salazar/ Hamilton** to approve consent, with the exception of Item h. Motion passed unanimously.

**Mayor R. Medina** pulled item h for a separate vote and made comments.

No members of the public wished to speak under Item h.

**M/S Hamilton/ Alvarez** to approve Item h. Motion passed 4-1 with Mayor R. Medina voting no.

## 7. CONDUCT OF BUSINESS

- a. Introduction of Ordinance entitled an Ordinance of the City Council of the City of San Bruno Amending Chapter 5.04 of the San Bruno Municipal Code regarding Nuisances, Amending Chapter 5.24 of the San Bruno Municipal Code regarding Maintenance of Distressed Vacant Properties, and Amending Chapter 10.20 of the San Bruno Municipal Code regarding Collection, Transport and Disposal of Garbage

No members of the public wished to speak under this item.

**Police Chief Matt Lethin and Captain Brent Schimek** presented the item to City Council and answered questions

**M/S Hamilton/ M. Medina** to approve proposed ordinance. Motion passed unanimously.

**8. CLOSED SESSION**

**a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: Lozano v. Clay, et al. (San Mateo County Superior Court Case No. 23-CIV-00529)

**b. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: San Bruno v. California Department of Tax and Fee Administration, et al. (San Mateo County Superior Court Case No. 23-CIV-05021)

**c. CONFERENCE WITH LABOR NEGOTIATORS**

Agency designated representatives: City Manager

Employee Organizations: Teamsters Local 856, IBT Police; Teamsters Local 856, IBT Public Safety Mid-Management; and Unrepresented Employees

City Council went into closed session at 8:49 pm and returned to open session at 9:50 pm.

No members of the public wished to speak under these items

No reportable actions were taken.

**9. COUNCIL COMMITTEE REPORT OUT**

The following members of the City Council provided comments:

- Councilmember Hamilton
- Councilmember Salazar

**10. COMMENTS FROM COUNCIL MEMBERS**

The following members of the City Council provided comments:

- Councilmember M. Medina
- Councilmember Hamilton
- Mayor R. Medina

**ADJOURNMENT**

This meeting adjourned at 9:56 pm to the next Regular City Council Meeting on April 14, 2026 at 7:00 pm.

These meeting minutes were prepared by Alissa Leonardini, Deputy City Clerk, and presented to the City Council for approval at the regular meeting of April 14, 2026.

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Alissa Leonardini  
Deputy City Clerk

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Rico E. Medina  
Mayor



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Nick Pegueros, Chief Financial Officer  
Kathleen O'Malley, Accounting & Customer Service Representative

**SUBJECT:** Accounts Payable Warrant Register

This is to certify that the claims listed on page 1 to 2 inclusive for checks dated March 26, 2026, and/or claims numbered from 222778 through 222864 inclusive, totaling \$528,235.17, have been checked in detail and approved by the proper officials, and in my opinion, represent fair and just charges against the City in accordance with their respective amounts. The table below summarizes the total paid by Fund.

<b>Fund</b>	<b>Fund Name</b>	<b>Amount</b>
001	General Fund	\$114,938.15
002	General Fund Reserve	\$140,000.00
003	One-Time Revenue	\$5,394.12
005	Measure G District Sales Tax	\$730.80
121	Federal/State Grants	\$2,801.40
133	Restricted Revenues	\$816.16
137	Developer Project Contributions	\$20,556.35
141	Community Development	\$17,061.60
142	Recreation & Aquatics Center (RAC)	\$13,199.30
201	Parks and Facilities Capital	\$65,550.75
203	Street Improvement Projects	\$52.20
611	Water Fund	\$51,793.62
621	Stormwater Fund	\$22,841.76
631	Wastewater Fund	\$6,931.89
651	Parking Fund	\$46,235.00
701	Central Garage	\$4,957.20
702	Facility Maintenance Fund	\$1,468.30
707	Technology Development	\$5,853.09
711	Self-Insurance	\$7,053.48
<b>TOTAL FOR APPROVAL</b>		<b>\$528,235.17</b>

Respectfully submitted,

DocuSigned by:  
  
 8763F2EF5A30407...  
 Chief Financial Officer

3/31/2026  
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 Date

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## Positive Pay Listing

Page: 1

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City of San Bruno

Document group: dliu Bank: apbank 432000438

Vendor Code & Name	Check #	Check Date	Amount	
0112098	ACOM BUSINESS SOLUTIONS, LLC	222780	3/26/2026	376.84
0016499	ACTION SPORTS	222781	3/26/2026	5,164.38
0097137	ALERT DOOR SERVICE INC	222782	3/26/2026	400.00
0017459	ALL CITY MANAGEMENT SVC.INC.	222783	3/26/2026	1,941.86
0116330	ALL THINGS AESTHETIC LLC	222784	3/26/2026	3,161.69
0110697	AMAZON CAPITAL SERVICES	222786	3/26/2026	3,277.51
0111159	ASHLEY CROCIANI	222810	3/26/2026	146.17
0016123	AT&T	222788	3/26/2026	3,504.97
0017191	AT&T	222789	3/26/2026	683.48
0015110	AT&T MOBILITY	222790	3/26/2026	735.82
0018465	AT&T MOBILITY	222791	3/26/2026	240.85
0017431	BAY AREA AIR QUALITY MANAGEMENT DISTRICT	222848	3/26/2026	565.00
0001849	BAY AREA WATER SUPPLY & CONSERVATION AGENCY	222857	3/26/2026	2,765.00
0112419	BE STRONG STAY FIT	222792	3/26/2026	3,099.88
0108691	BEARCLOUD	222793	3/26/2026	773.40
0110215	BINE ARCEO	222794	3/26/2026	4,996.79
0109646	BIO CAR CARE	222795	3/26/2026	725.00
0111704	BLICK ART MATERIALS	222796	3/26/2026	484.64
0000378	BROADMOOR LANDSCAPE SUPPLY	222797	3/26/2026	331.52
0017284	CHEMSEARCHFE	222798	3/26/2026	472.46
0016324	CINTAS CORPORATION #464	222800	3/26/2026	335.12
0016324	CINTAS CORPORATION #464	222801	3/26/2026	71.46
0098588	CITY OF BURLINGAME	222802	3/26/2026	500.00
0017051	CITY OF MILLBRAE	222803	3/26/2026	65.00
0112426	COMCAST	222805	3/26/2026	329.19
0015857	COUNTY OF SAN MATEO	222807	3/26/2026	164.51
0097934	CWEA-TCP	222811	3/26/2026	502.00
0108696	DAVID J POWERS AND ASSOCIATES, INC.	222846	3/26/2026	926.88
0093479	DEPARTMENT OF JUSTICE	222813	3/26/2026	548.00
0110123	DUNNIGAN PSYCHOLOGICAL& THREAT ASSESSMENTS, L	222859	3/26/2026	750.00
0018799	ECONOMIC&PLANNING SYSTEMS INC.	222815	3/26/2026	1,121.25
0109510	FIRST ALARM	222816	3/26/2026	249.69
0001782	FLOWERS ELECTRIC & SVC.CO.INC.	222817	3/26/2026	3,839.66
0018117	FLYERS ENERGY, LLC	222818	3/26/2026	9,927.30
0102989	GOT POWER INC.	222820	3/26/2026	10,556.43
0000162	GRAINGER	222821	3/26/2026	1,683.45
0000541	GRANITE ROCK COMPANY	222822	3/26/2026	1,280.28
0111486	HD SUPPLY, INC.	222823	3/26/2026	997.97
0096946	HDR ENGINEERING, INC.	222824	3/26/2026	21,694.55
0116331	HP, INC.	222825	3/26/2026	2,148.59
0116335	HUSAM ALNAJJAR	222785	3/26/2026	89.00
0112186	INGRAM LIBRARY SERVICES, LLC	222826	3/26/2026	514.18
0103045	INTERACTIVE RESOURCES, INC.	222827	3/26/2026	15,390.75
0112387	JANELLA MARGARITA PECSON JUAN	222829	3/26/2026	2,801.40
0116269	JOANNE DELA CRUZ	222812	3/26/2026	500.00
0116272	JOHNSON YOU	222864	3/26/2026	90.00
0115012	JOSEPH TONEY	222860	3/26/2026	1,458.08
0018376	JT2 INTEGRATED RESOURCES	222828	3/26/2026	7,053.48
0111965	KYOKO S. LIN	222830	3/26/2026	840.00
0116339	LAWYERS TITLE COMPANY	222779	3/19/2026	140,000.00
0112357	MARINA LANDSCAPE, INC.	222832	3/26/2026	50,160.00
0016863	MIDWEST TAPE, LLC	222833	3/26/2026	126.74
0111388	MIRAMAR CAPITAL	222834	3/26/2026	954.62

Page: 1

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**Positive Pay Listing**  
City of San Bruno

Document group: dliu Bank: apbank 432000438

Vendor Code & Name	Check #	Check Date	Amount
0000762 MUNICIPAL MAINTENANCE EQUIPMENT INC.	222831	3/26/2026	2,968.80
0116324 NORTH COUNTY RECREATIONAL LEAGUE	222808	3/26/2026	600.00
0110243 ODP BUSINESS SOLUTIONS, LLC	222835	3/26/2026	257.58
0105812 OLIVER REICH	222850	3/26/2026	2,340.00
0097567 ONE HOUR DRY CLEANING	222836	3/26/2026	577.25
0109702 OUTDOOR SUPPLY HARDWARE	222837	3/26/2026	46.16
0104416 OVERDRIVE, INC.	222838	3/26/2026	2,540.42
0104998 OWEN EQUIPMENT COMPANY	222839	3/26/2026	142.45
0000012 PACIFIC GAS & ELECTRIC	222840	3/26/2026	15,190.42
0111909 PAMELA ANTIL	222787	3/26/2026	466.60
0116338 PATRICIA FOGARTY	222819	3/26/2026	36.40
0116249 PB&J BAND	222841	3/26/2026	1,000.00
0111989 PENINSULA CLEAN ENERGY	222842	3/26/2026	9,845.96
0014961 PENINSULA UNIFORMS & EQUIPMENT	222843	3/26/2026	2,356.16
0103618 PETERSON POWER SYSTEMS, INC.	222844	3/26/2026	422.38
0111229 PINPOINT TALENT, LLC	222845	3/26/2026	1,453.50
0018801 PROFORCE LAW ENFORCEMENT	222847	3/26/2026	1,538.25
0000175 RECOLOGY SAN BRUNO	222849	3/26/2026	161.73
0110332 RICHARDS,WATSON & GERSHON	222851	3/26/2026	67,862.13
0018661 SAFE RESTRAINTS INC.	222852	3/26/2026	5,394.12
0106070 SAFETY-KLEEN SYSTEMS, INC.	222853	3/26/2026	364.00
0017807 SAN MATEO COUNTY CONTROLLER'S OFFICE	222806	3/26/2026	46,235.00
0099047 SAN MATEO COUNTY SHERIFF'S OFFICE	222809	3/26/2026	6,561.50
0017145 SAN MATEO LAWN MOWER SHOP	222854	3/26/2026	1,510.77
0097626 SHARP ELECTRONICS CORP.	222855	3/26/2026	1,937.17
0018214 SIGILLO SUPPLY INC.	222856	3/26/2026	4,766.93
0000241 THE ADAM-HILL COMPANY	222858	3/26/2026	189.84
0112312 THE WALT DISNEY FAMILY MUSEUM LLC	222814	3/26/2026	203.00
0116260 TORO STEEL BUILDINGS USA INC	222778	3/18/2026	16,933.92
0116323 USA SOFTBALL OF NORTHERN CA	222861	3/26/2026	396.00
0109186 VITAL RECORDS CONTROL	222862	3/26/2026	130.50
0105955 WEST COAST CODE CONSULTANTS, INC.	222804	3/26/2026	15,991.50
0104660 WEST YOST ASSOCIATES, INC.	222863	3/26/2026	6,296.70
0116340 YAN CHONG	222799	3/26/2026	1.19
<b>GrandTotal:</b>			<b>528,235.17</b>
<b>Total count:</b>			<b>87</b>



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Nick Pegueros, Chief Financial Officer  
Kathleen O'Malley, Accounting & Customer Service Representative

**SUBJECT:** Accounts Payable Warrant Register

This is to certify that the claims listed on page 1 to 2 inclusive for checks dated April 1, 2026, and/or claims numbered from 222865 through 222963 inclusive, totaling \$685,641.29, have been checked in detail and approved by the proper officials, and in my opinion, represent fair and just charges against the City in accordance with their respective amounts. The table below summarizes the total paid by Fund.

Fund	Fund Name	Amount
001	General Fund	\$87,877.98
003	One-Time Revenue	\$780.65
121	Federal/State Grants	\$2,800.70
122	Solid Waste/Recycle	\$967.45
132	Agency On Aging	\$90,536.68
133	Restricted Revenues	\$39.90
137	Developer Project Contributions	\$5,156.25
141	Community Development	\$207,949.67
142	Recreation & Aquatics Center (RAC)	\$3,908.95
201	Parks and Facilities Capital	\$30,992.18
611	Water Fund	\$157,550.50
621	Stormwater Fund	\$5,567.46
631	Wastewater Fund	\$50,006.41
701	Central Garage	\$9,154.04
702	Facility Maintenance Fund	\$20,926.53
707	Technology Development	\$1,006.58
711	Self-Insurance	\$10,419.36
<b>TOTAL FOR APPROVAL</b>		<b>\$685,641.29</b>

Respectfully submitted,

DocuSigned by:  
  
 Nick Pegueros  
8723F2EF5A30407  
 Chief Financial Officer

4/3/2026  
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 Date

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Positive Pay Listing

Page: 1

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City of San Bruno

Document group: komalley Bank: apbank 432000438

Vendor Code & Name	Check #	Check Date	Amount
0107878 4LEAF, INC.	222865	4/1/2026	6,650.12
0106896 A-1 RHINO LININGS	222866	4/1/2026	4,655.63
0096852 ABAG PLAN CORPORATION	222867	4/1/2026	10,419.36
0106435 ACTION TOWING & ROAD SVC. INC.	222868	4/1/2026	201.25
0101438 AMANDA REALYVASQUEZ	222931	4/1/2026	176.64
0116301 ANKUR & NIRALIBEN PARIKH	222869	4/1/2026	2,000.00
0109246 AQUA METRIC SALES, CO.	222870	4/1/2026	29,344.84
0106225 ARIES INDUSTRIES, INC.	222871	4/1/2026	2,521.22
0016123 AT&T	222872	4/1/2026	443.90
0098916 AT&T	222873	4/1/2026	88.45
0015110 AT&T MOBILITY	222874	4/1/2026	1,313.33
0018465 AT&T MOBILITY	222875	4/1/2026	91.90
0017431 BAY AREA AIR QUALITY MANAGEMENT DISTRICT	222928	4/1/2026	1,982.00
0101767 BELL PLUMBING OF SAN MATEO	222876	4/1/2026	5,000.00
0110215 BINE ARCEO	222877	4/1/2026	4,998.99
0108182 C2R ENGINEERING, INC.	222878	4/1/2026	10,215.00
0018048 CALLANDER ASSOCIATES LANDSCAPE ARCHITECTURE, I	222908	4/1/2026	1,509.83
0112899 CALLISTA C. SHEPHERD	222943	4/1/2026	350.00
0110323 CAPF	222879	4/1/2026	944.00
0017679 CDW GOVERNMENT, INC	222881	4/1/2026	324.08
0017284 CHEMSEARCHFE	222882	4/1/2026	939.98
0016324 CINTAS CORPORATION #464	222883	4/1/2026	407.55
0018978 CLEAN HARBORS ENVIRONMENTAL SERVICES, INC	222890	4/1/2026	3,982.45
0109788 CORE & MAIN LP	222886	4/1/2026	352.44
0110800 CORPORATE CUISINE DBA CREEKSIDE GRILL	222889	4/1/2026	90,536.68
0015857 COUNTY OF SAN MATEO	222887	4/1/2026	82.25
0105811 CSAC EXCESS INSURANCE AUTHORITY	222891	4/1/2026	14,649.65
0018331 CSG CONSULTANTS INC.	222888	4/1/2026	128.00
0110590 DENISE ZERON	222961	4/1/2026	129.00
0116333 ERIKA PEREZ	222924	4/1/2026	1,000.00
0112066 FERGUS MCHUGH	222913	4/1/2026	364.00
0107401 FERGUSON ENTERPRISES,LLC#686	222892	4/1/2026	107.45
0109400 FLEETROCK, LLC	222893	4/1/2026	500.00
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	222894	4/1/2026	4,189.20
0018807 GALLS, LLC	222895	4/1/2026	1,737.45
0016861 GAMETIME	222896	4/1/2026	5,292.00
0110539 GARRISON SEXSON	222942	4/1/2026	52.00
0105998 GHD, INC.	222897	4/1/2026	4,813.96
0102989 GOT POWER INC.	222898	4/1/2026	13,816.69
0000162 GRAINGER	222899	4/1/2026	1,472.95
0000541 GRANITE ROCK COMPANY	222900	4/1/2026	2,155.82
0000385 HACH COMPANY	222901	4/1/2026	31,602.25
0108436 HAE WON RITCHIE	222935	4/1/2026	751.23
0109502 HAULAWAY STORAGE CONTAINERS, INC.	222947	4/1/2026	255.36
0111486 HD SUPPLY, INC.	222902	4/1/2026	2,406.56
0015531 INTERSTATE BATTERY SYS. OF SF	222903	4/1/2026	2,240.79
0000836 INTOXIMETERS, INC.	222904	4/1/2026	780.65
0112239 INTRADO LIFE & SAFETY, INC.	222905	4/1/2026	4,725.46
0112387 JANELLA MARGARITA PECSON JUAN	222907	4/1/2026	2,800.70
0104784 JD CESARE CONSTRUCTION	222906	4/1/2026	1,500.00
0112827 JOSEPH J. CAVA	222880	4/1/2026	123.30
0018177 LOWE'S	222910	4/1/2026	5,220.28
0109759 LUHDORFF&SCALMANINI CONSULTING ENGINEERS, INC.	222885	4/1/2026	24,155.50

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4/1/2026 1:08:07PM

**Positive Pay Listing**  
City of San Bruno

Document group: komalley Bank: apbank 432000438

Vendor Code & Name	Check #	Check Date	Amount	
0109532	MATRIX HG, INC.	222911	4/1/2026	1,746.00
0114023	MCCI, LLC	222912	4/1/2026	682.50
0102920	NBS	222914	4/1/2026	5,315.03
0112042	NORTHERN TOOL COMMERCIAL ACCT.	222916	4/1/2026	342.61
0111055	O'REILLY AUTO PARTS	222919	4/1/2026	445.13
0110243	ODP BUSINESS SOLUTIONS, LLC	222917	4/1/2026	427.13
0097567	ONE HOUR DRY CLEANING	222918	4/1/2026	1,291.40
0104998	OWEN EQUIPMENT COMPANY	222920	4/1/2026	13,202.53
0000012	PACIFIC GAS & ELECTRIC	222921	4/1/2026	26,415.91
0000012	PACIFIC GAS & ELECTRIC	222922	4/1/2026	15.77
0095210	PAVEMENT ENGINEERING INC.	222923	4/1/2026	9,480.00
0111229	PINPOINT TALENT, LLC	222925	4/1/2026	1,122.00
0000294	PITNEY BOWES	222926	4/1/2026	34.01
0013981	QUILL CORPORATION	222929	4/1/2026	391.21
0000175	RECOLOGY SAN BRUNO	222932	4/1/2026	113.45
0000229	REEVES CO., INC.	222933	4/1/2026	178.50
0106293	ROBERT HALF	222936	4/1/2026	16,433.62
0106070	SAFETY-KLEEN SYSTEMS, INC.	222937	4/1/2026	124.46
0017432	SAN MATEO COUNTY PUBLIC SAFETY COMMUNICATIONS	222927	4/1/2026	2,481.25
0017145	SAN MATEO LAWN MOWER SHOP	222938	4/1/2026	973.72
0112394	SAN MATEO OFFICE OF EDUCATION	222939	4/1/2026	100.00
0111549	SCP DISTRIBUTORS LLC	222940	4/1/2026	446.62
0116354	SEAN QUINN	222930	4/1/2026	480.00
0018461	SERRAMONTE FORD, INC.	222941	4/1/2026	310.00
0018214	SIGILLO SUPPLY INC.	222944	4/1/2026	1,690.59
0104787	SINGER ASSOCIATES, INC.	222945	4/1/2026	1,695.93
0109977	STEVE BLANC INVESTIGATIONS	222946	4/1/2026	1,900.00
0116311	T-SHIRT SOURCE	222951	4/1/2026	1,449.32
0116246	TCE SOLUTIONS, INC	222948	4/1/2026	10,080.00
0018073	TEAMSTERS LOCAL 350	222949	4/1/2026	3,621.00
0000241	THE ADAM-HILL COMPANY	222950	4/1/2026	428.52
0105869	TREVOR LAVEZZO	222909	4/1/2026	62.31
0116328	TROY YOSHIYAMA	222960	4/1/2026	1,000.00
0110140	TRUE NORTH COMPLIANCE SERVICES, INC	222915	4/1/2026	345.00
0110714	UNDERGROUND REPUBLIC WATER WORKS, INC.	222934	4/1/2026	413.01
0018618	UNITED SITE SERVICES INC.	222952	4/1/2026	325.93
0105876	UNITED STATES TREASURY	222953	4/1/2026	52.84
0102744	UNIVERSAL BUILDING SERVICES	222954	4/1/2026	7,766.48
0098899	UNLIMITED TOOL & EQUIP.REPAIR	222955	4/1/2026	352.34
0105955	WEST COAST CODE CONSULTANTS, INC.	222884	4/1/2026	200,826.55
0104660	WEST YOST ASSOCIATES, INC.	222956	4/1/2026	18,010.75
0096893	WILSEY HAM	222957	4/1/2026	25,920.35
0013841	WITMER-TYSON IMPORTS INC	222958	4/1/2026	1,142.00
0108261	WOODARD & CURRAN	222959	4/1/2026	19,110.00
0112343	ZONAR SYSTEMS	222962	4/1/2026	299.88
0103399	ZUMAR INDUSTRIES, INC.	222963	4/1/2026	93.50
			<b>GrandTotal:</b>	<b>685,641.29</b>
			<b>Total count:</b>	<b>99</b>



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager


**PREPARED BY:** Nick Pegueros, Chief Financial Officer  
Kathleen O'Malley, Accounting & Customer Service Representative

**SUBJECT:** Accounts Payable Warrant Register

This is to certify that the claims listed on page 1 to 2 inclusive for checks dated April 6, 2026, and/or claims numbered from 222964 through 223064 inclusive, totaling \$277,855.70, 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. The table below summarizes the total paid by Fund.

<b>Fund</b>	<b>Fund Name</b>	<b>Amount</b>
001	General Fund	\$176,425.81
003	One-Time Revenue	\$14,944.64
132	Agency On Aging	\$206.50
133	Restricted Revenues	\$663.15
141	Community Development	\$500.00
142	Recreation & Aquatics Center (RAC)	\$22,343.52
611	Water Fund	\$30,927.92
621	Stormwater Fund	\$1,176.72
631	Wastewater Fund	\$7,364.54
641	CityNet Services Fund	\$62.35
701	Central Garage	\$12,299.74
702	Facility Maintenance Fund	\$10,655.92
707	Technology Development	\$284.89
<b>TOTAL FOR APPROVAL</b>		<b>\$277,855.70</b>

Respectfully submitted,

DocuSigned by:  
  
 Nick Pegueros  
 Chief Financial Officer

4/6/2026  
 Date

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Positive Pay Listing  
City of San Bruno

Document group: komalley Bank: apbank 432000438

Vendor Code & Name	Check #	Check Date	Amount
0106435 ACTION TOWING & ROAD SVC. INC.	222964	4/6/2026	402.50
0116349 ADAM MOULDER	223024	4/6/2026	309.60
0110783 ALEX MCINTYRE	223019	4/6/2026	151.31
0018976 ALPHA ANALYTICAL LAB. INC.	222965	4/6/2026	1,316.00
0104542 ALTA LANGUAGE SERVICES, INC.	222966	4/6/2026	345.00
0096700 ANDY'S WHEELS & TIRES	222967	4/6/2026	2,346.56
0109246 AQUA METRIC SALES, CO.	222968	4/6/2026	39,852.70
0106225 ARIES INDUSTRIES, INC.	222969	4/6/2026	2,123.29
0106185 ARIS KORON	223010	4/6/2026	295.00
0016123 AT&T	222970	4/6/2026	285.58
0017191 AT&T	222971	4/6/2026	62.35
0018465 AT&T MOBILITY	222972	4/6/2026	45.49
0109872 ATHENA CODING	222973	4/6/2026	1,781.00
0110334 BADAWI & ASSOCIATES	222974	4/6/2026	5,499.90
0105737 BAY CITIES PYROTECTOR, INC.	222975	4/6/2026	510.00
0109646 BIO CAR CARE	222976	4/6/2026	1,450.00
0110788 BLAISDELL'S BUSINESS PRODUCTS	222977	4/6/2026	447.48
0103670 CALIFORNIA BUILDING STANDARDS COMMISSION	223050	4/6/2026	1,866.60
0018272 CENGAGE LEARNING INC.	222978	4/6/2026	57.99
0110253 CENTER POINT LARGE PRINT	222979	4/6/2026	32.21
0017284 CHEMSEARCHFE	222980	4/6/2026	472.46
0016324 CINTAS CORPORATION #464	222981	4/6/2026	260.09
0016324 CINTAS CORPORATION #464	222982	4/6/2026	715.29
0016324 CINTAS CORPORATION #464	222983	4/6/2026	69.43
0109639 CLAREMONT BEHAVIORAL SVCS,INC.	222984	4/6/2026	827.45
0112881 COASTSIDE DANCE SCHOOL LLC	222986	4/6/2026	3,802.50
0112426 COMCAST	222987	4/6/2026	140.27
0091607 COUNTY OF SAN MATEO	222988	4/6/2026	240.00
0097071 CRESCO EQUIPMENT RENTALS	222989	4/6/2026	480.67
0116353 DAVID PINOCHI	223036	4/6/2026	500.00
0013926 DEPARTMENT OF CONSERVATION	222991	4/6/2026	898.29
0111921 DEVIL MOUNTAIN WHOLESALE NURSERY, LLC	223059	4/6/2026	186.77
0110948 DKG CONSULTANTS, LLC	222992	4/6/2026	6,243.75
0110123 DUNNIGAN PSYCHOLOGICAL& THREAT ASSESSMENTS, L	223054	4/6/2026	1,950.00
0106648 EMTRAIN, INC.	222993	4/6/2026	350.00
0106214 ERIK PARTIDA	223032	4/6/2026	90.00
0000046 EWING IRRIGATION PRODUCTS INC	222995	4/6/2026	4,296.85
0106234 FASTRAK INVOICE PROCESSING DEPT.	223008	4/6/2026	17.00
0102627 FASTRK VIOLATION PROCESSING DEPT.	223058	4/6/2026	35.25
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	222996	4/6/2026	1,966.20
0018117 FLYERS ENERGY, LLC	222997	4/6/2026	21,818.30
0110360 GOT GOPHERS, INC.	222999	4/6/2026	1,800.00
0000162 GRAINGER	223000	4/6/2026	705.67
0000541 GRANITE ROCK COMPANY	223001	4/6/2026	1,474.98
0116355 GREAT AMERICA TOWING	223002	4/6/2026	175.00
0116357 GREGORY B SAVAGE	223043	4/6/2026	50.00
0111486 HD SUPPLY, INC.	223003	4/6/2026	829.74
0108488 HINDERLITER DE LLAMAS & ASSOCIATES	222990	4/6/2026	300.00
0116331 HP, INC.	223004	4/6/2026	2,920.75
0109121 INFORMATION PROFESSIONALS,INC.	223005	4/6/2026	480.00
0112186 INGRAM LIBRARY SERVICES, LLC	223006	4/6/2026	30.40
0015531 INTERSTATE BATTERY SYS. OF SF	223007	4/6/2026	2,919.61
0116356 IRENE GOMEZ	222998	4/6/2026	1,288.00

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Positive Pay Listing  
City of San Bruno

Document group: komalley Bank: apbank 432000438

Vendor Code & Name	Check #	Check Date	Amount
0111664 JULIET MARTINE	223016	4/6/2026	67.60
0110252 KRISSELLE ZEVADA	223063	4/6/2026	1,849.61
0000317 L.N. CURTIS & SONS	223011	4/6/2026	1,645.00
0116352 LETICIA PRIETO	223038	4/6/2026	250.00
0109978 LINDE GAS & EQUIPMENT INC.	223013	4/6/2026	201.72
0112216 LISA A. YAMASHIRO-YOUNG	223061	4/6/2026	150.00
0109532 MATRIX HG, INC.	223018	4/6/2026	4,570.00
0111960 MES SERVICE COMPANY, LLC	223020	4/6/2026	318.69
0016041 METROMOBILE COMMUNICATIONS	223021	4/6/2026	390.00
0097141 MICHAEL KENNEDY	223009	4/6/2026	828.54
0112211 MICHAEL LEUNG	223012	4/6/2026	79.81
0016863 MIDWEST TAPE, LLC	223022	4/6/2026	72.47
0116343 MONICA LIU	223014	4/6/2026	97.87
0106447 MOORE,IACOFANO, GOLTSMAN, INC.	223023	4/6/2026	3,363.75
0109006 NORTH AMERICAN RESCUE	223025	4/6/2026	14,944.64
0112042 NORTHERN TOOL COMMERCIAL ACCT.	223026	4/6/2026	337.39
0111055 O'REILLY AUTO PARTS	223029	4/6/2026	435.09
0110243 ODP BUSINESS SOLUTIONS, LLC	223027	4/6/2026	544.25
0097567 ONE HOUR DRY CLEANING	223028	4/6/2026	1,291.95
0109702 OUTDOOR SUPPLY HARDWARE	223030	4/6/2026	204.52
0000012 PACIFIC GAS & ELECTRIC	223031	4/6/2026	79,971.95
0116249 PAUL FILANOWSKI	223033	4/6/2026	1,000.00
0109463 PENINSULA REGISTRATION SVCS	223034	4/6/2026	538.00
0017260 PETERSON TRUCKS, INC.	223035	4/6/2026	1,033.10
0111229 PINPOINT TALENT, LLC	223037	4/6/2026	1,530.00
0013981 QUILL CORPORATION	223039	4/6/2026	66.08
0000175 RECOLOGY SAN BRUNO	223040	4/6/2026	7,516.51
0112365 ROSCOE MATA	223017	4/6/2026	500.00
0116360 ROSEMARY LOPEZ	223015	4/6/2026	50.00
0109932 ROSTISLAV SHKURATOV	223047	4/6/2026	500.00
0017145 SAN MATEO LAWN MOWER SHOP	223042	4/6/2026	528.57
0111549 SCP DISTRIBUTORS LLC	223044	4/6/2026	5,897.39
0116359 SEAN RUBENS SR	223041	4/6/2026	50.00
0110128 SEHI COMPUTER PRODUCTS INC.	223045	4/6/2026	93.00
0104726 SHARPS SOLUTIONS, LLC	223046	4/6/2026	70.00
0018962 SHOE DEPOT INC.	223048	4/6/2026	1,344.40
0001225 SIERRA PACIFIC TURF SUPPLY,INC	223049	4/6/2026	5,488.28
0105796 SUNRISE FOOD DISTRIBUTOR INC.	223051	4/6/2026	206.50
0116294 TAIKOVENTURES LLC	223052	4/6/2026	950.00
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATES	222994	4/6/2026	548.00
0000241 THE ADAM-HILL COMPANY	223053	4/6/2026	1,125.14
0116344 TRUGRIT TRACTION INC.	223055	4/6/2026	315.88
0102744 UNIVERSAL BUILDING SERVICES	223056	4/6/2026	1,141.58
0016835 US BANK NATIONAL ASSOCIATION	223057	4/6/2026	3,000.00
0105955 WEST COAST CODE CONSULTANTS, INC.	222985	4/6/2026	13,622.10
0109476 WORLD PAC INC	223060	4/6/2026	134.09
0109122 ZERO TURN POWER WASHING	223062	4/6/2026	1,100.00
0112343 ZONAR SYSTEMS	223064	4/6/2026	376.95
<b>GrandTotal:</b>			<b>277,855.70</b>
<b>Total count:</b>			<b>101</b>



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

**DATE:** April 14, 2026  
**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Alex D. McIntyre, City Manager  
**PREPARED BY:** John Mercado, Accountant  
**SUBJECT:** Payroll Acceptance

City Council acceptance of the City payroll distributed on March 27, 2026 is recommended. The Labor Summary report reflecting the total payroll amount of \$2,127,161.55 for bi-weekly pay period ending March 22, 2026, by funds are shown below:

<b>Fund</b>	<b>Amount</b>
Fund: 001 - GENERAL FUND	1,543,328.31
Fund: 005 - MEASURE G	3,918.83
Fund: 122 - SOLID WASTE/RECYCLE	4,733.89
Fund: 132 - AGENCY ON AGING	10,372.69
Fund: 133 - RESTRICTED REVENUES	8,247.59
Fund: 137 - DEVELOPER PROJECT CONTRIBUTIONS	3,088.29
Fund: 141 - COMMUNITY DEVELOPMENT	80,304.92
Fund: 142 - RECREATION AND AQUATICS CENTER	70,258.91
Fund: 201 - PARKS AND FACILITIES CAPITAL	548.82
Fund: 203 - STREET IMPROVE. PROJECTS	9,003.22
Fund: 207 - TECHNOLOGY CAPITAL	3,986.45
Fund: 611 - WATER FUND	134,597.13
Fund: 621 - STORMWATER FUND	42,399.48
Fund: 631 - WASTEWATER FUND	92,270.15
Fund: 701 - CENTRAL GARAGE	19,997.53
Fund: 702 - FACILITY MAINT.FUND	64,952.89
Fund: 707 - TECHNOLOGY DEVELOPMENT	28,058.13
Fund: 711 - SELF INSURANCE	7,094.32
<b>Total:</b>	<b>2,127,161.55</b>

DocuSigned by:

*Nick Pegueros*

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3/26/2026

Nick Pegueros, CFO / Administrative Services Director

Date



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

**DATE:** April 14, 2026

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

**FROM:** Nick Pegueros, Administrative Services Director & CFO

**PREPARED BY:** Esther Garibay, Finance Manager

**SUBJECT:** Month End Investment Report – March 2026

The table below summarizes the investment portfolio’s total book value by Investment type.

<b>Investment Type</b>	<b>Total Book Value</b>
TriCounties Bank	\$9,454,080
Wells Fargo Bank /Sweep Money Market	33,784,293
CalTrust Liquid Money Market Fund	18,784,015
CalTrust Medium Term Fund	21,541,694
Local Agency Investment Fund	68,654,790
Government Agency Investments	49,908,502
Municipal Bonds	17,401,606
Money Market Investments	42,044,688
<b>Total Investments</b>	<b>\$261,573,668</b>

All securities held by the City of San Bruno as of March 2026 are in compliance with the City’s Investment Policy adopted on April 8, 2025.

Respectfully submitted,

DocuSigned by:  
  
8783E2EE5A30407  
 \_\_\_\_\_  
 Administrative Services Director & CFO

4/6/2026  
 \_\_\_\_\_  
 Date



**CITY OF SAN BRUNO**  
**Portfolio Summary**  
**March 31, 2026**

Investments	CUSIP	Book Value	Market Value	YTM	Maturity Date	% of Portfolio
<b>Short Term Investments</b>						
<b>TriCounties Bank Cash Balance</b>		<b>9,454,080</b>	<b>9,454,080</b>	3.33%	N/A	4%
<b>Wells Fargo General Acct /Sweep Money Market</b>		<b>33,784,293</b>	<b>33,784,293</b>	3.54%	N/A	13%
CalTrust Liquidity Money Market Fund		18,784,015	18,784,015	3.76%	N/A	7%
CalTrust Medium Term Fund		21,541,694	21,541,694	3.91%	N/A	8%
<b>Total CalTrust</b>		<b>40,325,709</b>	<b>40,325,709</b>			<b>15%</b>
<b>Pooled Investments</b>						
Local Agency Investment Fund		64,894,367	64,894,367	3.83%	NA	25%
Shenview Fire Local Agency Investment Fund		3,760,423	3,760,423	3.83%	NA	1%
<b>Total LAIF</b>		<b>68,654,790</b>	<b>68,654,790</b>			<b>26%</b>
<b>US Bank Portfolio/Securities</b>						
Money Market Investments		42,044,688.42	42,044,688			
U.S. Government Money Market		42,044,688	42,044,688			
<b>Total Money Market and US Treas. Bills Investments</b>		<b>84,089,376.42</b>	<b>84,089,376</b>	3.54%	NA	16%
<b>Total Short Term Investments</b>						
		<b>194,263,561</b>	<b>194,263,561</b>			
<b>Municipal Bonds</b>						
California St Taxable Various GOB	13063DMA3	1,068,690	1,000,000	1.07%	April 1, 2026	0%
Pasadena USD non-callable GOB	702282QD9	1,043,920	998,480	1.09%	May 1, 2026	0%
Los Angeles Unified SD non-callable	544547FC9	2,009,340	1,987,960	1.35%	July 1, 2026	1%
Southern California St Public Pwr Auth	842475P82	1,555,751	1,579,490	1.77%	July 1, 2026	1%
San Jose CA Redev Agy Successor Agy Tax Allocation	798170AJ5	1,405,984	1,322,923	1.51%	August 1, 2026	1%
San Jose CA Redev Agy Successor Agy Tax Allocation	798170AJ5	1,223,083	1,150,827	2.09%	August 1, 2026	0%
Cupertino UHSD Taxable non-callable GOB	231237P28	1,057,240	994,690	0.96%	August 1, 2026	0%
Santa Monica CCD taxable non-callable GOB	602385RR7	755,235	742,958	0.90%	August 1, 2026	0%
Los Angeles Calif Comm Coll Dist GOB Unlimited Tax	54438CYL0	998,010	990,940	1.22%	August 1, 2026	0%
San Diego CA Union High Sch Dist	797508HF8	987,050	993,670	2.17%	August 1, 2026	0%
California St Taxable BID non-callable	13063DRD2	736,400	697,072	1.28%	October 1, 2026	0%
California St Taxable BID non-callable	13063DRD2	743,022	703,340	1.37%	October 1, 2026	0%
California St Univ Revenue	13077DQE5	949,640	984,120	1.14%	November 1, 2026	0%
Los Angeles CA Dept of ARPTS ARPT Revenue	544445TW9	991,001	1,080,890	3.74%	May 15, 2027	0%
University Calif Rgts Med Center Pool Rev Taxable Srs M	913366JB7	1,877,240	1,989,760	4.68%	May 15, 2027	1%
<b>Total Municipal Bonds Investments</b>		<b>17,401,606</b>	<b>17,207,120</b>			<b>7%</b>



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

**CITY OF SAN BRUNO**  
**Portfolio Summary**  
**March 31, 2026**

Investments	Coupon Rate	CUSIP	Book Value	Market Value	YTM	Maturity Date	% of Portfolio
<b>US Treasuries &amp; Agencies</b>							
U.S. Treasury Notes	4.63%	3133EP7C3	1,986,960	2,000,000	4.98%	April 1, 2026	1%
U.S. Treasury Notes	0.75%	91282CBW0	1,987,813	1,995,280	0.88%	April 30, 2026	1%
Federal Home Loan Bank	1.63%	91282BR36	1,456,000	1,386,276	0.80%	May 15, 2026	1%
U.S. Treasury Notes	0.88%	3130ANM74	1,148,747	1,143,514	0.90%	June 12, 2026	0%
U.S. Treasury Notes	0.63%	91282CCP4	992,773	989,700	0.77%	July 31, 2026	0%
U.S. Treasury Notes	0.75%	91282CWW9	1,987,813	1,975,320	0.77%	August 31, 2026	1%
U.S. Treasury Notes	1.63%	91282BYG9	1,034,219	989,490	0.92%	September 30, 2026	0%
U.S. Treasury Notes (WIT)	0.88%	91282CCZ2	997,227	985,910	0.93%	September 30, 2026	0%
U.S. Treasury Notes	4.63%	91282CJG6	988,477	1,004,520	5.04%	October 15, 2026	0%
U.S. Treasury Notes (WIT)	1.13%	91282CDG3	995,391	984,298	1.22%	October 31, 2026	0%
U.S. Treasury Notes (WIT)	1.13%	91282CDG3	996,367	985,263	1.20%	October 31, 2026	0%
U.S. Treasury Notes (WIT)	1.25%	91282CDK4	1,501,684	1,475,460	1.23%	November 30, 2026	1%
U.S. Treasury Notes	1.25%	91282CDQ1	1,647,422	1,619,673	1.28%	December 31, 2026	1%
U.S. Treasury Notes	4.00%	91282CJT9	3,968,125	4,007,880	4.34%	January 15, 2027	2%
U.S. Treasury Notes	1.25%	91282ZT78	1,995,685	1,963,580	1.55%	January 31, 2027	1%
U.S. Treasury Notes	4.13%	91282CKA8	2,004,260	2,006,220	4.03%	February 15, 2027	1%
U.S. Treasury Notes	1.88%	91282CEC1	1,982,500	1,966,400	2.06%	February 28, 2027	1%
U.S. Treasury Notes	2.50%	91282CEF4	1,475,156	1,482,375	2.86%	March 31, 2027	1%
Federal Home Loan Bank	4.75%	3130B0TY5	1,014,063	1,010,000	4.07%	April 9, 2027	0%
U.S. Treasury Notes	0.50%	91282ZLN3	1,326,680	1,448,430	2.86%	April 30, 2027	1%
U.S. Treasury Notes	4.13%	91282CFM8	2,006,875	2,008,200	4.00%	September 30, 2027	1%
U.S. Treasury Notes	4.13%	91282CFU0	999,564	1,004,140	4.14%	October 31, 2027	0%
U.S. Treasury Notes	4.00%	91282CGP0	1,998,364	2,006,560	4.03%	February 29, 2028	1%
U.S. Treasury Notes	4.38%	91282CHX2	2,033,125	2,025,000	3.91%	August 31, 2028	1%
U.S. Treasury Notes	4.63%	91282CJAO	1,014,219	1,019,140	4.20%	September 30, 2028	0%
Federal Farm Credit Bank	4.63%	3133EPC45	1,294,557	1,322,516	4.72%	September 13, 2028	0%
U.S. Treasury Notes	4.38%	91282CIN2	1,005,859	1,013,830	4.21%	November 30, 2028	0%
Federal Home Loan Bank	4.50%	3130AVBD3	1,986,460	2,036,680	4.65%	March 29, 2029	1%
U.S. Treasury Notes	4.63%	91282CKP5	2,059,531	2,045,320	3.90%	April 30, 2029	1%
Federal Home Loan Bank	4.20%	3130B3CFP6	3,000,000	2,989,440	4.20%	October 9, 2029	1%
Federal Home Loan Bank	4.50%	3130ATUT2	1,012,568	1,021,020	4.21%	December 14, 2029	0%
<b>Total U.S. Treasuries &amp; Agencies</b>			<b>49,908,502</b>	<b>49,921,434</b>			<b>19%</b>
			<b>261,573,669</b>	<b>261,392,115</b>	<b>3.446%</b>		<b>100%</b>

There is adequate cash flow and maturity of investments to meet the City's needs for the next six months.

Prepared By: DocuSigned by: 7E4D31BEEEB449B...  
 Reviewed By: Nick Piqueros 8763F2EF5A30407...

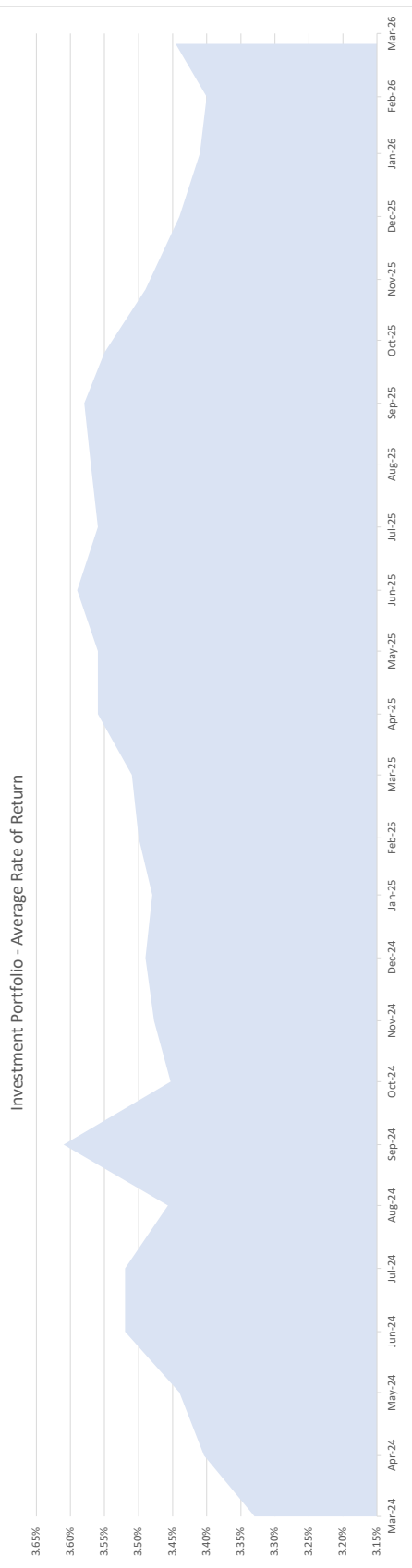
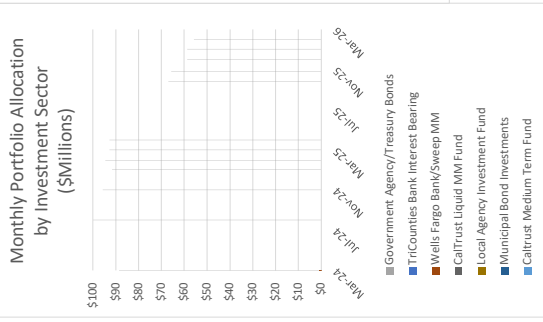
**TOTAL DEDUCTIBLE** by:



**CITY OF SAN BRUNO**  
**Portfolio Summary Metrics**  
**March 31, 2026**

**Monthly Portfolio Allocation by Investment Sector (\$Millions)**

	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Tricounties Bank Interest Bearing	\$14.7	\$18.8	\$17.6	\$19.1	\$10.2	\$13.9	\$13.7	\$8.1	\$16.9	\$9.5	\$8.1	\$14.8	\$17.2	\$13.0	\$13.0	\$10.2	\$13.9	\$17.3	\$13.1	\$10.3	\$14.2	\$13.2	\$9.6	\$18.2	\$9.5
Wells Fargo Bank/Sweep MM	\$22.1	\$27.7	\$23.9	\$26.7	\$21.4	\$19.3	\$19.9	\$37.3	\$24.3	\$25.3	\$28.9	\$25.3	\$27.8	\$38.0	\$38.0	\$43.8	\$26.6	\$22.5	\$23.4	\$24.8	\$26.3	\$43.7	\$37.8	\$31.3	\$33.8
CallTrust Liquid MM Fund	\$22.1	\$22.2	\$25.3	\$25.4	\$15.5	\$11.6	\$11.6	\$11.7	\$17.8	\$17.8	\$17.9	\$18.0	\$18.0	\$18.0	\$18.0	\$18.2	\$18.3	\$18.4	\$18.4	\$18.5	\$18.5	\$18.6	\$18.7	\$18.7	\$18.8
CallTrust Medium Term Fund	-	-	-	-	\$20.1	\$20.3	\$20.4	\$20.4	\$20.3	\$20.4	\$20.4	\$20.6	\$20.7	\$20.7	\$20.7	\$21.0	\$21.0	\$21.2	\$21.2	\$21.3	\$21.3	\$21.4	\$21.5	\$21.5	\$21.5
Local Agency Investment Fund	15.2	15.5	15.5	15.5	15.7	15.6	15.7	25.9	25.9	41.4	41.7	41.7	41.7	42.1	42.1	42.1	42.6	42.6	52.6	53.1	53.1	68.7	68.7	68.7	
San Mateo County Pool	36.8	32.7	28.7	25.2	22.5	22.6	20.0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Government Agency/Treasury Bonds	88.6	95.9	98.4	98.4	101.9	99.9	96.9	89.9	95.8	93.7	91.7	94.7	92.7	92.7	92.7	87.8	82.4	82.4	74.5	67.0	65.7	58.8	55.8	49.9	
Municipal Bond Investments	27.6	27.6	27.6	27.6	27.6	26.5	26.5	26.5	24.9	24.9	24.9	24.9	24.9	22.4	22.4	20.9	20.9	18.9	18.9	18.9	17.4	17.4	17.4	17.4	
Certificates of Deposit	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
US Bank - Money Market	17.2	5.4	7.2	11.7	8.4	11.6	14.9	16.5	12.7	14.9	17.2	14.4	12.7	15.6	15.6	22.6	28.2	30.4	29.0	37.0	30.0	37.3	32.4	35.7	
<b>Total</b>	<b>\$244.7</b>	<b>\$246.3</b>	<b>\$244.7</b>	<b>\$250.2</b>	<b>\$243.8</b>	<b>\$241.8</b>	<b>\$240.1</b>	<b>\$236.6</b>	<b>\$238.6</b>	<b>\$247.9</b>	<b>\$250.9</b>	<b>\$254.4</b>	<b>\$255.7</b>	<b>\$262.5</b>	<b>\$262.5</b>	<b>\$266.6</b>	<b>\$253.8</b>	<b>\$253.6</b>	<b>\$251.1</b>	<b>\$250.9</b>	<b>\$246.7</b>	<b>\$263.6</b>	<b>\$264.9</b>	<b>\$267.4</b>	<b>\$261.5</b>
<b>Average Rate of Return</b>	<b>3.33%</b>	<b>3.40%</b>	<b>3.44%</b>	<b>3.52%</b>	<b>3.52%</b>	<b>3.46%</b>	<b>3.61%</b>	<b>3.45%</b>	<b>3.48%</b>	<b>3.49%</b>	<b>3.48%</b>	<b>3.50%</b>	<b>3.51%</b>	<b>3.56%</b>	<b>3.56%</b>	<b>3.59%</b>	<b>3.56%</b>	<b>3.57%</b>	<b>3.58%</b>	<b>3.55%</b>	<b>3.49%</b>	<b>3.44%</b>	<b>3.41%</b>	<b>3.40%</b>	<b>3.45%</b>



4/1/2026 4:32:08PM

City of San Bruno

Through period: 8

Through February 2026

	Cash	Investments	Fund Total
001	GENERAL FUND	32,754,055.57	67,125.67
002	GENERAL FUND RESERVE	12,603,341.60	0.00
003	ONE-TIME REVENUE	9,257,273.53	0.00
004	CAP IMPROV/ONE-TIME INITIATIVE RSRV	10,839,918.65	0.00
005	MEASURE G DISTRICT SALES TAX	2,681,926.83	0.00
006	AMERICAN RESCUE PLAN ACT	0.00	0.00
009	PARKING FUND	0.00	0.00
101	GAS TAX	2,224,785.95	0.00
102	MEASURE A TRANSPORTATION TAX	1,925,847.29	0.00
103	STREET SPECIAL REVENUE	159,333.51	0.00
104	MEASURE W TRANSPORTATION TAX	1,497,677.09	0.00
111	POLICE ASSET FORFEITURE	490,986.33	0.00
113	POLICE SPECIAL REVENUE	482,463.82	0.00
121	FEDERAL/STATE GRANTS	(407,668.94)	0.00
122	SOLID WASTE/RECYCL.	449,596.90	0.00
130	IMPACT FEES	0.90	0.00
131	IN-LIEU FEES	4,041,705.06	0.00
132	AGENCY ON AGING	(860,164.33)	0.00
133	RESTRICTED REVENUES	2,938,128.28	0.00
136	EMERGENCY DISASTER RESERVE	253,592.92	0.00
137	DEVELOPER PROJECT CONTRIBUTIONS	300,517.04	0.00
138	AFFORDABLE HOUSING IMPACT FEES	10,886,256.60	0.00
140	DEVELOPER IN-LIEU UNDERGROUNDING	0.00	0.00
141	COMMUNITY DEVELOPMENT	5,219,439.34	0.00
142	RECREATION & AQUATICS CENTER (RAC)	(3,525,000.33)	0.00
151	SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00
152	CITY OF SB AS SUCCESSOR HOUSING AGENC'	700,648.55	0.00
153	RDA OBLIGATION RETIREMENT FUND	757,627.72	4.77
160	COMMUNITY FACILITIES IMPACT FEE	4,127,904.13	0.00
161	PUBLIC SAFETY FACILITIES IMPACT FEE	25,205.02	0.00
162	GENERAL GOVERNMENT FACILITIES IMPACT F	254,383.45	0.00
163	TRANSPORTATION FACILITIES IMPACT FEE	6,368,367.03	0.00
164	UTILITIES FACILITIES IMPACT FEE	388,365.93	0.00
165	BAYHILL SPECIFIC PLAN AREA DEVELOPMENT	5,107,045.76	0.00
166	COMMUNITY BENEFIT FUND	11,055,396.56	0.00
190	DISASTER RECOVERY FUND	0.00	0.00
201	PARKS AND FACILITIES CAPITAL	7,138,680.37	0.00
203	STREET IMPROVE. PROJECTS	6,331,913.60	0.00
207	TECHNOLOGY CAPITAL	2,013,423.77	0.00
302	LEASE DEBT SERVICE	(124,153.54)	1,971.39
611	WATER FUND	58,412,482.58	192.62
621	STORMWATER FUND	2,442,627.87	0.00
631	WASTEWATER FUND	49,494,487.55	59,715.11
641	CITYNET SERVICES FUND	8,827,522.53	0.00
651	PARKING FUND	2,006,047.12	0.00
701	CENTRAL GARAGE	54,090.91	0.00
702	FACILITY MAINT.FUND	680,377.56	0.00
703	GENERAL EQUIPMENT REVOLVING	1,402,499.25	0.00
707	TECHNOLOGY DEVELOPMENT	839,803.97	0.00
711	SELF INSURANCE	(382,783.97)	91,118.50
891	RECOLOGY SAN BRUNO	0.00	0.00
<b>Grand Total:</b>	<b>262,135,977.33</b>	<b>220,128.06</b>	<b>262,356,105.39</b>

\* Reconciliation of Pooled Cash & Investments to Portfolio Book Value

Investment Portfolio Value	248,934,255.04
Cash on hand - Checking Account	18,177,491.21
Payroll and Accounts Payable Outstanding Checks	(4,049,749.06)
Deposits in Transit	(926,019.86)
General Ledger Cash Balance as of February 28, 2026	262,135,977.33

Totals are through period: 8

DocuSigned by:  
*Jeff Lichtenstein* 4/2/2026  
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Prepared By: \_\_\_\_\_

DocuSigned by:  
*McK Pegueros* 4/3/2026  
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Reviewed By: \_\_\_\_\_ 34 of 196



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Joseph Toney, Assistant City Manager

**SUBJECT:** Consider Adoption of a Resolution Approving the Administrative Amendment to Paragraph 2.2 of the Peninsula Clean Energy Joint Powers Agreement Reflecting the Name Change of Peninsula Clean Energy Authority to WestLight Energy

### **DISCUSSION:**

On October 23, 2025, the Peninsula Clean Energy Authority Board of Directors voted to adopt a new market-facing agency name of WestLight Energy following extensive research and a lengthy stakeholder engagement process. The name was selected in part to address several challenges that limit the effectiveness of the name Peninsula Clean Energy with deeper decarbonization goals across Peninsula Clean Energy's service territory, including ongoing confusion with PG&E. The acronym "PCE" is often mistaken for PG&E, causing persistent brand confusion. Further, Peninsula Clean Energy reflects a geographic limitation given that the word "Peninsula" no longer reflects PCE's full-service territory. At its October 23, 2025 meeting, the Peninsula Clean Energy Board of Directors' action included direction to amend the Joint Powers Agreement (JPA) to formally reflect the new name.

The recommendation before the City Council is not a reconsideration of the name itself. The Peninsula Clean Energy Board of Directors has already approved the name change. Member agencies are now required to approve an administrative amendment to Paragraph 2.2 of the JPA to formally update the agency's legal name in that paragraph and throughout the JPA document.

Approval of the Resolution ensures the City of San Bruno remains aligned with the governing documents of the Joint Powers Authority and allows Peninsula Clean Energy the opportunity to implement the name transition in coordination with its 10-year anniversary and broader brand rollout.

### **FISCAL IMPACT:**

There is no fiscal impact associated with this item. Costs associated with the rebranding effort are borne by the Peninsula Clean Energy Authority and were included in its adopted budget.

### **ENVIRONMENTAL IMPACT:**

The action is not a project subject to CEQA. City Council's action is not considered a "Project" per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:**

Staff recommends that the City Council adopt a Resolution approving an amendment to Paragraph 2.2 of the Peninsula Clean Energy Authority Joint Powers Agreement to reflect the new agency name previously approved by the Peninsula Clean Energy Authority Board of Directors on October 23, 2025.

**ATTACHMENTS:**

1. Resolution Approving Amendment to Paragraph 2.2 of the Peninsula Clean Energy Joint Powers Agreement
2. Redlined Paragraph 2.2 of the Peninsula Clean Energy Joint Powers Agreement

RESOLUTION NO. \_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO APPROVING AN ADMINISTRATIVE AMENDMENT TO PARAGRAPH 2.2 OF THE PENINSULA CLEAN ENERGY JOINT POWERS AGREEMENT REFLECTING THE NAME CHANGE OF PENINSULA CLEAN ENERGY TO WESTLIGHT ENERGY**

**WHEREAS**, the Peninsula Clean Energy Authority (“Peninsula Clean Energy” or “Authority”) was formed as a community choice aggregation agency (“CCA”) on February 29, 2016, under the Joint Exercise of Powers Act, California Government Code sections 6500 et seq., among the County of San Mateo and its cities and towns, and later expanded to include the City of Los Banos in Merced County; and

**WHEREAS**, the Authority has grown to serve a diverse customer base across San Mateo County and the City of Los Banos; and

**WHEREAS**, on October 23, 2025, the Board of Directors of the Peninsula Clean Energy Authority (PCEA) adopted Resolution No. 2025-36 approving the selection of the new market-facing name of WestLight Energy and authorizing the amendment of its Joint Powers Agreement to reflect the same; and

**WHEREAS**, Paragraph 2.2 of the Peninsula Clean Energy Joint Powers Agreement sets forth the name of the Authority; and

**WHEREAS**, amendment of Paragraph 2.2 of said Agreement requires approval of each Joint Powers Authority member including the City of San Bruno; and

**WHEREAS**, the City Council of the City of San Bruno finds that approving the amendment to Paragraph 2.2 of the Joint Powers Agreement reflecting Peninsula Clean Energy Authority’s new market-facing name of WestLight Energy is in the best interest of the City and its residents.

**BASED UPON THE EVIDENCE PRESENTED**, the City Council of the City of San Bruno hereby finds and determines that the amendment to Paragraph 2.2 of the Peninsula Clean Energy Joint Powers Agreement reflecting its new market-facing name of WestLight Energy is appropriate and consistent with the City’s participation in the Authority.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of San Bruno does hereby:

1. Approve the amendment to Paragraph 2.2 of the Peninsula Clean Energy Joint Powers Agreement to reflect the PCE Board of Directors adopted Resolution No. 2025-36 approving the selection of the new market-facing name of WestLight Energy; and
2. Authorize the Mayor or City Manager to execute any documents and take any actions necessary to effectuate the amendment of paragraph 2.2 of the Peninsula Clean Energy Joint Powers Agreement consistent with this Resolution.

---oOo---

I hereby certify that foregoing **Resolution No. 2026 - \_\_\_\_** was introduced and adopted by the San Bruno City Council at a regular meeting on April 14, 2026, by the following vote:

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

\_\_\_\_\_  
Lupita Huerta, City Clerk

2.2 Formation. There is formed as of the Effective Date a public agency named ~~the Peninsula Clean Energy Authority~~ WestLight Energy. Pursuant to Sections 6506 and 6507 of the Act, the Authority is a public agency separate from the Parties. Pursuant to Sections 6508.1 of the Act, the debts, liabilities or

Effective 2/29/16 as Amended 03/28/19,  
10/22/20 and 09/26/2024

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obligations of the Authority shall not be debts, liabilities or obligations of the individual Parties unless the governing board of a Party agrees in writing to assume any of the debts, liabilities or obligations of the Authority. A Party who has not agreed to assume an Authority debt, liability or obligation shall not be responsible in any way for such debt, liability or obligation even if a majority of the Parties agree to assume the debt, liability or obligation of the Authority. Notwithstanding Section 7.4 of this Agreement, this Section 2.2 may not be amended unless such amendment is approved by the governing board of each Party.



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Matthew Lee, P.E., Public Works Director  
Angelica Ali, Management Analyst

**SUBJECT:** Consider Adoption of Resolution Initiating Property Owner Notice and Protest Process as Required by Proposition 218 for an Increase to Garbage Rates Pursuant to the Agreement for Solid Waste Collection Services with Recology San Bruno, Effective July 1, 2026

**BACKGROUND:**

The City of San Bruno’s (City’s) current Franchise Agreement (Agreement), effective January 1, 2023, with Recology San Bruno (Recology) governs the collection, transportation, and disposal of solid waste for the City. The Agreement established a structured rate-setting methodology that includes Detailed Rate Year adjustments, which rely on a comprehensive cost-of-service analysis every three years, and Interim Rate Year adjustments, which are based on the Consumer Price Index (CPI) and the costs of disposal, in the other years. Previous adjustments on January 1, 2023, July 1, 2023, and July 1, 2024, were amounts set in the Agreement. The adjustment on July 1, 2025 was determined by applying the Interim Rate Year adjustment, plus a special adjustment related to the change of Recology’s disposal site. The Agreement provides for the first detailed rate adjustment to be implemented July 1, 2026, which is year four of the Agreement.

Recology has submitted proposed rate adjustments to be effective July 1, 2026, using the Agreement’s cost-of-service methodology. In accordance with past practice, the City has retained the services of R3 Consulting Group, Inc. (R3) to conduct a detailed review of the proposed rates. R3’s review includes evaluation of compliance with the Agreement’s rate-setting methodology, assessment of operational costs and reasonableness, verification of financial data and calculations, and identification of any necessary adjustments. At the time of this report, R3 is actively performing a detailed rate review of Recology’s submitted rate application.

Table 1 reflects the rate adjustments proposed by Recology.

**Table 1: Proposed Rate Adjustments**

<b>Customer Type</b>	<b>Effective Date July 1, 2026</b>	<b>Example Increase</b>
Residential	7.47%	\$3.13 monthly increase for a 32-gallon residential cart
Commercial & Debris Box	7.47%	\$8.75 monthly increase for a 64-gallon commercial cart

**DISCUSSION:**

Recology has proposed an overall rate increase of 7.47% effective July 1, 2026. The proposed adjustment reflects increased costs associated with providing solid waste services, including labor, fuel, disposal, and regulatory compliance requirements.

Because FY 2026-27 is a Detailed Rate Year, the proposed increase is based on a full cost-of-service analysis, rather than the CPI, and disposal cost based adjustments used during Interim Rate Years per the Agreement. Table 2, below, demonstrates a sample of the monthly fee changes at the proposed 7.47% rate adjustment.

**Table 2: Sample Monthly Fee Changes**

Type	Current Rate FY 2025-26	Proposed Rate July 1, 2026	Change
<b>Residential</b>			
16-gallon toter	\$26.47	\$28.45	\$1.98
20-gallon toter	\$32.45	\$34.87	\$2.42
32-gallon toter	\$41.85	\$44.98	\$3.13
64-gallon toter	\$83.71	\$89.96	\$6.25
96-gallon toter	\$125.55	\$134.93	\$9.38
<b>Commercial</b>			
64-gallon toter, 1 per week	\$117.15	\$125.90	\$8.75
1-yard container, 1 per week	\$245.94	\$264.31	\$18.37

Consistent with prior Detailed Rate Year adjustments, the City retained R3 to provide an evaluation of Recology’s proposed rate application. R3’s review is intended to ensure that the proposed increase is accurate, justified, and consistent with the terms of the Franchise Agreement. R3 will present their final report with recommendations and any potential findings to Council prior to final consideration of the rate adjustment.

*Rate Adoption by Resolution*

The Municipal Code Section 10.08.020 *Rates, fines, penalties, and fees for special services* provides that “The city council shall adopt rates or charges for municipal services, as needed, by resolution or ordinance.” Any charge for disposal of garbage and rubbish is defined as a municipal service under Section 10.08.010.B. City staff recommend that Council adopt the garbage rate increase by Resolution to reduce administrative and publishing costs, and the time required for the required rate increase.

*San Mateo County – City Disposal Rate Comparison*

Solid waste collection and disposal rates vary among San Mateo County cities as listed in Table 3. Costs for service can depend upon the frequency of recycling collection, organics composting, ratio of residential and commercial customers, and unique operational constraints in some jurisdictions. Table 3 lists current (adjustments may be pending) monthly rates in 15 of the 18 nearby cities for a residential 32-gallon toter compared to the FY2026-27 proposed rate for the City of San Bruno.

**Table 3: Comparative Rates – San Mateo County Agencies, as of February 2026**

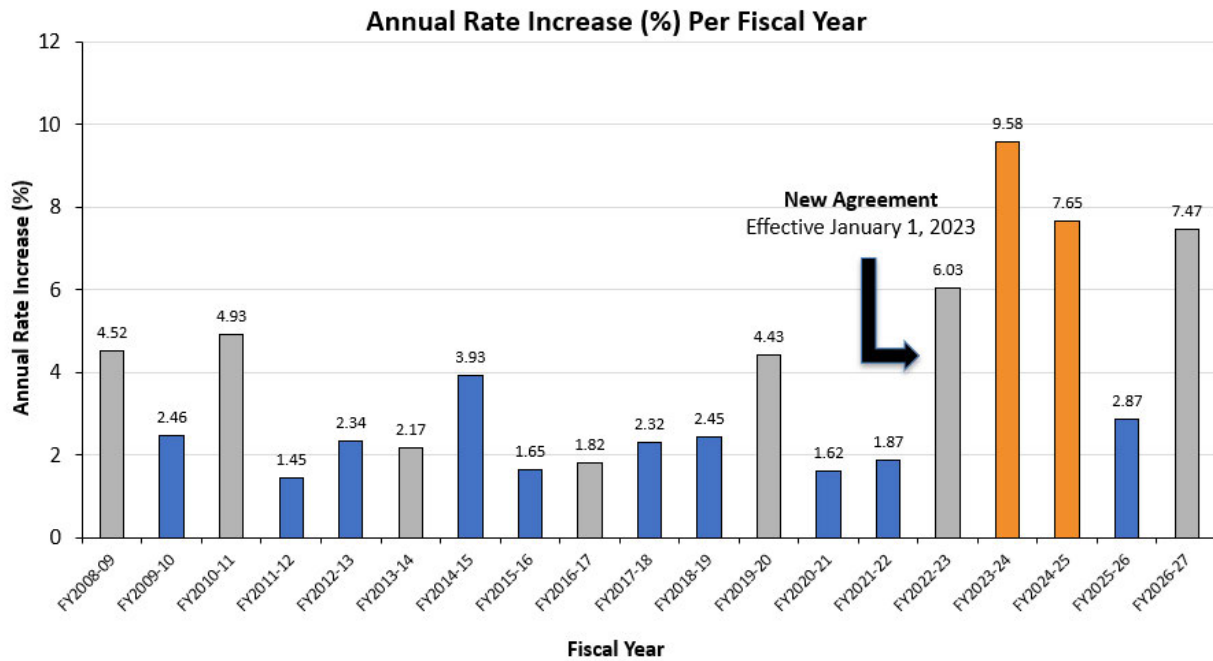
City	32g Rate	Serviced By
Burlingame	\$38.62	Recology
El Granada	\$37.42	Recology
Foster City	\$42.64	Recology
San Bruno (Proposed)	\$44.98	Recology
San Mateo	\$45.93	Recology
Montara	\$45.56	Recology
South San Francisco	\$45.14	SSF Scavenger
Brisbane	\$46.71	SSF Scavenger
Millbrae	\$46.92	SSF Scavenger
Belmont	\$49.66	Recology
Pacifica	\$51.58	Recology
San Carlos	\$52.53	Recology
Menlo Park	\$58.64	Recology
Atherton	\$66.08	Greenwaste
Hillsborough	\$75.15	Recology
Colma	Increase not available by time of report	Allied
Daly City	Increase not available by time of report	Allied
Half Moon Bay	Increase not available by time of report	Allied
<b>Average (based on available rate data at time of reporting)</b>	<b>\$49.84</b>	

Based on the available data at the time of reporting, the average residential 32-gallon toter for 15 of the 18 cities listed is \$49.84. San Bruno’s residential toter monthly rate is the fourth lowest compared to these cities and is \$4.86, or 9.75% lower than the average, as of February 2026.

*Historical Rate Changes*

Figure 1 shows the annual rate increase in each fiscal year beginning in FY2008-09, with the grey bars showing the detailed rate review years, the blue bars showing the interim rate review years, and the orange bars showing the negotiated rate years. It should be noted that the City was under their previous Agreement with Recology from 1998 to 2022, and rate increases during this timeframe were agreed to by City Council under this previous Agreement.

**Figure 1: Historical Rate Changes**



**Protest Period and Timeline to Implement New Rates**

Proposition 218 is a constitutional amendment that was approved by the voters in 1996 to establish legal requirements for imposing or increasing property-related fees, such as solid waste collection service charges. Per Proposition 218, the City must provide notices to residents and property owners 45 days before a public hearing on the proposed increase to solid waste collection service charges. At the public hearing, the City Council must consider all protests against the proposed increase. Following the hearing, the City Council may adopt the increase if there is no “majority protest.” A majority protest will exist if written protests have been presented, and not withdrawn, by a majority of the record owners or customers of record of the parcels subject to the rates. If a majority protest exists, the City Council cannot adopt the proposed rates.

Table 4 outlines the City’s implementation of the proposed process for considering the proposed rate adjustment effective July 1, 2026, adopted by Resolution.

**Table 4: Rate Setting Resolution Adoption Timeline**

<b>April 14, 2026</b>	City Council authorizes staff to begin the process for a rate adjustment adoption by Resolution and directs staff to provide 45-day notice to property owners and customers.
<b>April 24, 2026</b>	Last day to mail hearing notices.
<b>June 9, 2026</b>	City Council holds public hearing, considers any protests, takes action to adopt Resolution setting new rates.
<b>July 1, 2026</b>	New FY2026-27 rates take effect.

The action proposed for consideration at this time is to direct City staff to mail the required 45-day notice to property owners and customers. No action approving the proposed rate increases

will occur until after the public hearing occurs.

*Rate Adjustment Framework and Process Efficiency*

In the Agreement, the City agreed to implement a schedule of annual rate adjustments that alternates between Interim Rate Years and Detailed Rate Years. Interim Rate Years allow for annual adjustments based on CPI and disposal costs, while Detailed Rate Years, such as fiscal year 2026-27, require a comprehensive cost-of-service review.

**FISCAL IMPACT:**

The current fiscal impact for this item is estimated at \$15,000 for printing and mailing the public hearing notices, plus required staff time to prepare future reports, answer customer questions, and coordinate with Recology. If City Council directs that the rate adoption occurs using an ordinance rather than a resolution, an additional \$5,000 is required to pay for the required legal notices for adopting an ordinance. Recology reimburses the City for the direct costs incurred for rate adjustments.

**ENVIRONMENTAL IMPACT:**

City Council's action is not considered a "Project" per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:**

Consider Adoption of Resolution Initiating Property Owner Notice and Protest Process as Required by Proposition 218 for an Increase to Garbage Rates Pursuant to the Agreement for Solid Waste Collection Services with Recology San Bruno, Effective July 1, 2026.

**ALTERNATIVES:**

1. Do not adopt the Resolution initiating the Proposition 218 notice and protest process. No action on the proposed rate adjustment would trigger Section 4.5.6, "Failure to Adjust Rates," of the Franchise Agreement.

**ATTACHMENTS:**

1. Resolution Initiating Process to Consider Rate Increase
2. Public Hearing Notice

RESOLUTION NO. 2026 - \_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO INITIATING PROPERTY OWNER NOTICE AND PROTEST PROCESS AS REQUIRED BY PROPOSITION 218 FOR AN INCREASE TO GARBAGE RATES PURSUANT TO THE AGREEMENT FOR SOLID WASTE COLLECTION SERVICES WITH RECOLOGY SAN BRUNO, EFFECTIVE JULY 1, 2026**

**WHEREAS**, A Franchise Agreement for Solid Waste Collection Services (the “Agreement”) with Recology San Bruno became effective on January 1, 2023, and

**WHEREAS**, the Agreement provides for a rate adjustment effective July 1, 2026, based on a cost analysis, and

**WHEREAS**, to comply with the procedures established by Proposition 218, the City must schedule a public hearing following mailed notice to property owners for a period of not less than 45 days to consider a rate increase.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of San Bruno directs initiation of a public hearing notice and protest process as required by Proposition 218 to consider increasing solid waste collection service rates pursuant to the Agreement, effective July 1, 2026.

---oOo---

I hereby certify that foregoing **Resolution No. 2026 - \_\_\_\_** was introduced and adopted by the San Bruno City Council at a regular meeting on April 14, 2026, by the following vote:

- AYES: Councilmembers:
- NOES: Councilmembers:
- ABSENT: Councilmembers:

\_\_\_\_\_  
Lupita Huerta, City Clerk

**DRAFT**

# NOTICE OF PUBLIC HEARING REGARDING PROPOSED INCREASE TO RECOLOGY SAN BRUNO'S SOLID WASTE COLLECTION SERVICE RATES EFFECTIVE JULY 1, 2026



**NOTICE IS HEREBY GIVEN** that the City Council of the City of San Bruno will hold a public hearing on June 9, 2026 at 7:00 p.m., or as soon thereafter as the matter may be heard, to consider Recology San Bruno's request for an increase to solid waste collection service rates. The City Council meeting will be held at the San Bruno Recreation & Aquatic Center, Community Room, 251 City Park Way, San Bruno, CA 94066.

## Proposed Rate Increase

The proposed rate increase is shown on the charts in "Attachment 1." If you have any questions regarding the charges for your solid waste collection services, please visit our website and click on "Proposed Garbage Rate Increase" at <https://www.sanbruno.ca.gov/250/Finance> or call Recology at 650 583-8536.



## Reason for the Rate Increase

On September 27, 2022, the San Bruno City Council approved an agreement with Recology San Bruno for residential and commercial garbage, recyclable materials, and organics waste collection services in the City. The agreement helps ensure that the City complies with State solid waste regulations. The City is proposing a rate increase, effective July 1, 2026, to cover the cost of the services provided under the agreement.

## Public Hearing and Protest Process

At the public hearing, the City Council will hear and consider all objections or protests to the proposed increase to service rates. Any property owner or property tenant that is directly responsible for payment of service rates (each a "customer") may submit a written protest against the proposed increase. If a parcel has more than one customer, only one written protest against the proposed increase will be counted. A majority protest against the proposed service rate increase will exist if at the end of the public hearing there are written protests submitted by a majority of the customers subject to the proposed rate increase. The City Council cannot adopt the proposed rate increase if a majority protest exists.

Written protests may be emailed to [cityclerk@sanbruno.ca.gov](mailto:cityclerk@sanbruno.ca.gov) or mailed or personally delivered to: Solid Waste Rate Protest, City of San Bruno, Office of the City Clerk, 567 El Camino Real, San Bruno, CA 94066. Written protests may also be emailed or personally delivered to the City Clerk during the public hearing. To be counted, the protest must (1) be in writing, (2) state opposition to the proposed rate increase, (3) identify the parcel (by assessor's parcel number or street address), (4) include the signature of the customer submitting the protest, and (5) be received before the conclusion of the public hearing on June 9, 2026. Protests which are mailed or delivered to the Office of the City Clerk must arrive prior to 5:00 p.m. on June 9, 2026, to be counted. All written protests, including those received by email, must include a signature of the customer to be counted.

**ATTACHMENT 1**  
**Proposed Increase for Recology San Bruno's**  
**Solid Waste Rates**  
**Effective July 1, 2026**

Description	Current Monthly Rate Effective 7/1/25	Proposed Monthly Rate Effective 7/1/26
<b>Residential (1-3 Units)</b>		
Weekly Refuse and Recycling Services includes		
Bi weekly 96 Gallon Toter Waste Service		
Toter - 16 gallon	\$26.47	\$28.45
Toter - 20 gallon	\$32.45	\$34.87
Toter - 32 gallon	\$41.85	\$44.98
Toter - 64 gallon	\$83.71	\$89.96
Toter - 96 gallon	\$125.55	\$134.93
Low Income 32 gallon	\$31.40	\$33.75
Each additional 32 gallon	\$41.85	\$44.98
Additional 96 gallon green waste	\$12.65	\$13.59
Extra bag service	\$19.67	\$21.14
Bin Buddy Strap Replacement		
<b>Multi-Unit Residential (4+ units)</b>		
Weekly refuse and Specialized Recycling Services		
Bins, Cans & Carts (4-99 units)	\$41.85	\$44.98
Bins (100+ units)	\$39.76	\$42.73
Bin Rental - 1 yard	\$52.66	\$56.59
Bin Rental - 2 yard	\$61.08	\$65.64
<b>Inside Pull-Out Service</b>		
0-25 feet	\$13.22	\$14.21
<b>Excess Disposal/Overflowing Container Penalty</b>		
Service charge/penalty for excess disposal/overflowing container per occurrence		
	\$21.51	\$23.12
<b>Key/Lock Service</b>		
Additional monthly charges of the following will be applied on each use of a key (including key, keypad, combination lock, automatic door opener, or any other entry mechanism)		
1 per week	\$15.12	\$16.25
2 per week	\$30.26	\$32.52
3 per week	\$45.40	\$48.79
4 per week	\$60.53	\$65.05
5 per week	\$75.66	\$81.31
Saturday	\$22.69	\$24.38

**Proposed Increase for Recology San Bruno's  
Solid Waste Rates  
Effective July 1, 2026**

Description	Current Monthly Rate Effective 7/1/25	Proposed Monthly Rate Effective 7/1/26
<b>Debris Boxes</b>		
Delivery and pick up included		
4 yard mini (per day)	\$303.29	\$325.95
6 yard mini (per day)	\$383.14	\$411.76
7 yard debris (1-5 business days)	\$734.31	\$789.16
16 yard debris (1-5 business days)	\$814.06	\$874.87
20 yard debris (1-5 business days)	\$893.92	\$960.70
25 yard debris (1-5 business days)	\$1,117.34	\$1,200.81
30 yard debris (1-5 business days)	\$1,296.12	\$1,392.94
Debris Box Hold-overs (after 5th day)	<i>10% of rate/day</i>	<i>10% of rate/day</i>
Compacted Garbage (per Yard)	\$90.95	\$97.74
Saturday Pick-ups at 150% of rate		
<b>Commercial - Regular Toters</b>		
Weekly Refuse and Specialized Recycling Services		
32 gallon	\$58.61	\$62.99
64 gallon	\$117.15	\$125.90
96 gallon	\$175.76	\$188.89
Saturday Pick-ups at 150% of rate		
<b>Commercial - Organics Toters</b>		
Weekly Refuse and Specialized Recycling Services		
32 gallon	\$43.96	\$47.24
64 gallon	\$87.92	\$94.49
96 gallon	\$131.88	\$141.73
Saturday Pick-ups at 150% of rate		
<b>Contaminated Commercial Organics and/or Recycling</b>		
32 gallon	\$13.52	\$14.53
64 gallon	\$27.03	\$29.05
96 gallon	\$40.56	\$43.59
1 Yard	\$56.76	\$61.00
2 Yard	\$113.45	\$121.92
3 Yard	\$158.06	\$169.87
4 yard	\$194.70	\$209.24
6 yard	\$267.82	\$287.83
Overflow for commercial garbage (per yard)	\$56.76	\$61.00
Overflow for commercial organics	\$42.57	\$45.75
<b>Contaminated Residential Organics and/or Recycling</b>		
32 gallon	\$21.67	\$23.29
64 gallon	\$43.34	\$46.58
96 gallon	\$65.01	\$69.87



**Proposed Increase for Recology San Bruno's  
Garbage and Recycling Rates  
Proposed Effective July 1, 2026**

<b>Commercial Container Monthly Rates - Proposed Effective 7/1/26</b>					
<b>P/U per Week</b>	<b>1 yd</b>	<b>2 yd</b>	<b>3 yd</b>	<b>4 yd</b>	<b>6 yd</b>
1 x per	\$264.31	\$528.42	\$736.33	\$906.66	\$1,247.45
2 x per	\$528.60	\$1,056.77	\$1,472.64	\$1,813.33	\$2,494.89
3 x per	\$792.92	\$1,585.20	\$2,208.96	\$2,719.95	\$3,742.31
4 x per	\$1,057.24	\$2,113.60	\$2,945.29	\$3,626.63	\$4,989.76
5 x per	\$1,321.53	\$2,642.02	\$3,681.60	\$4,533.28	\$6,237.20
Sat. p/u	\$396.46	\$792.59	\$1,104.46	\$1,359.98	\$1,871.16
Extra p/u	\$61.00	\$121.92	\$169.87	\$209.24	\$287.83
Bin Rental	\$62.34	\$72.33	\$78.92	\$84.66	\$90.90
<b>Commercial Container Organics Monthly Rates - Proposed Effective 7/1/26</b>					
<b>P/U per Week</b>	<b>1 yd</b>	<b>2 yd</b>	<b>3 yd</b>	<b>4 yd</b>	<b>6 yd</b>
1 x per	\$198.21	\$396.27	\$552.27	\$680.01	\$935.59
2 x per	\$396.49	\$792.57	\$1,104.51	\$1,360.03	\$1,871.16
3 x per	\$594.73	\$1,188.81	\$1,656.75	\$2,040.03	\$2,806.71
4 x per	\$792.94	\$1,585.09	\$2,209.00	\$2,720.04	\$3,742.27
5 x per	\$991.15	\$1,981.38	\$2,761.25	\$3,400.13	\$4,677.86
Sat. p/u	\$297.34	\$594.45	\$828.37	\$1,020.03	\$1,403.36
Extra p/u	\$45.75	\$91.44	\$127.42	\$156.93	\$215.90
Bin Rental	\$46.72	\$54.26	\$59.18	\$63.49	\$68.20



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Matthew Lethin, Police Chief

**SUBJECT:** Consider Adoption of an Ordinance Entitled “An Ordinance of the City Council of the City of San Bruno Amending Chapter 5.04 of the San Bruno Municipal Code Regarding Nuisances, Amending Chapter 5.24 of the San Bruno Municipal Code Regarding Maintenance of Distressed Vacant Properties, and Amending Chapter 10.20 of the San Bruno Municipal Code Regarding Collection, Transport and Disposal of Garbage”

### **BACKGROUND:**

On March 24, 2026, the City Council introduced and approved the first reading of an ordinance amending Chapters 5.04, 5.24, and 10.20 of the San Bruno Municipal Code as part of the City’s Clean Up San Bruno initiative.

The proposed amendments are intended to strengthen the City’s ability to address illegal dumping, improve maintenance of vacant properties, and enhance accountability for nuisance conditions.

### **DISCUSSION:**

The ordinance is presented for second reading and adoption. No changes have been made since the first reading.

If adopted, the ordinance will take effect in accordance with state law.

### **FISCAL IMPACT:**

The proposed ordinances may result in minor increases in staff workload related to enforcement, administration of a reward program, and case management. These impacts are expected to be absorbed within existing departmental resources. Over time, improved deterrence and accountability may reduce cleanup costs associated with illegal dumping.

### **ENVIRONMENTAL IMPACT:**

The proposed ordinances are exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3), as it can be seen with certainty that the actions will not result in a significant effect on the environment.

**RECOMMENDATION:**

Staff recommends that the City Council waive further reading and adopt the ordinance.

**ATTACHMENTS:**

1. Ordinance Amending Chapters 5.04, 5.24, and 10.20 of the San Bruno Municipal Code

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO AMENDING CHAPTER 5.04 OF THE SAN BRUNO MUNICIPAL CODE REGARDING NUISANCES, AMENDING CHAPTER 5.24 OF THE SAN BRUNO MUNICIPAL CODE REGARDING MAINTENANCE OF DISTRESSED VACANT PROPERTIES, AND AMENDING CHAPTER 10.20 OF THE SAN BRUNO MUNICIPAL CODE REGARDING COLLECTION, TRANSPORT AND DISPOSAL OF GARBAGE**

**THE CITY COUNCIL OF THE CITY OF SAN BRUNO DOES ORDAIN AS FOLLOWS:**

**SECTION 1.** Subsection A of Section 5.24.030 (Vacant property as public nuisance) of Chapter 5.24 (Maintenance of Distressed Vacant Properties) of the San Bruno Municipal Code is amended to read as follows:

A. A property is a public nuisance when the property is vacant and the city has within twelve months issued ~~three~~ two or more notices to correct or administrative citations set forth in Chapter 5.04 of the San Bruno Municipal Code, or other violations of local, state, or other law, which notices or citations were either not contested or were contested and the hearing officer or hearing body found a violation of law.

**SECTION 2.** Subparagraph f. of Paragraph 3 of Subsection B of Section 5.24.040 (Vacant Property management plan) of Chapter 5.24 (Maintenance of Distressed Vacant Properties) of the San Bruno Municipal Code is amended to read as follows:

f. The property shall be secured in a manner so as not to be accessible to unauthorized persons nor creates an attractive nuisance (as defined in Chapter 5.04 of this code), including, but not limited to, installing fencing constructed of materials and colors compatible with the surrounding streetscape and neighborhood environment to prevent access to the property, or closing and locking of windows, doors and garage doors, gates and any other opening of such size that it may allow access to the interior of the property and or structure(s). In the case of broken windows, securing means the reglazing or boarding of the window.

**SECTION 3.** Section 5.04.080 (Declaration of illegal dumping as a public nuisance) is added to Chapter 5.04 (Nuisances enumerated) of the San Bruno Municipal Code to read as follows:

Pursuant to California Government Code Section 38771, the city council hereby declares that the transport, hauling, carrying, gathering, or disposing of any garbage or rubbish in the city in violation of this Code, including but not limited to Chapter 10.20 (Garbage and Refuse), or State or Federal law to be a nuisance.

**SECTION 4.** Section 10.20.035 (Collection, transport, disposal in accordance with law) of the San Bruno Municipal Code to read as follows:

A. The operator or the owner of a motor vehicle, trailer, or other means of transport shall not permit its use for the collection, transporting, hauling, carrying, gathering, or disposing of any garbage in violation of this Code, or State or Federal law.

B. Each of the operator and the owner of a motor vehicle, trailer, or other means of transport has a duty to take all reasonable steps to prevent its use for the illegal collection, transporting, hauling, carrying, gathering, or disposing of any

garbage in violation of this Code, or State or Federal law. Reasonable steps are controlling use of the motor vehicle, trailer, or other means of transport to prevent its use for the collection, transporting, hauling, carrying, gathering, or disposing of any garbage in violation of this Code, or State or Federal law.

C. It is the duty of each person creating or generating discarded items or waste matter to take reasonable steps to ensure such items or waste matter are disposed of in a container or receptacle as required by law. Reasonable steps are controlling discarded items or waste matter to ensure disposal as required by law. The person who creates or generates discarded items or waste matter is jointly responsible for disposal in violation of this Code, or State or Federal law, along with any party who commits the act of disposal in violation of this Code, or State or Federal law.

D. It is the duty of the owner of a premises to take reasonable steps to dispose of garbage from the premises as required by this Code, or State or Federal law, and to ensure the owner's tenants, licensees, invitees or any other occupants of the premises dispose of garbage or otherwise discard items from the premises as required by this Code, or State or Federal law. Reasonable steps are providing receptacles for the proper collection of garbage and refuse on the premises and controlling the removal of items from the premises upon the owner's termination of the rights of any tenant, licensee, invitee or any other occupant to use the premises, to ensure that such items are disposed of in accordance with this Code, or State or Federal law.

**SECTION 5.** Subsections D Is Section 10.20.070 (Dumping Prohibited Where) of the San Bruno Municipal Code to read as follows:

D. It is unlawful for any owner, employee, or agent of a business or owner or tenant of residential property to dump, or cause to be dumped, any garbage or rubbish of any kind that is generated from that business or property into, on top of, or adjacent to a public litter container placed for incidental use by the public.

**SECTION 6.** Section 10.20.100 (Surveillance-based enforcement) is added to Chapter 10.20 (Garbage and Refuse) to read as follows:

A. A violation of this Chapter may be established based upon direct, indirect, or circumstantial evidence. Personal observation of the act by a City employee or peace officer is not required to establish a violation.

B. Evidence sufficient to establish a violation may include, but is not limited to, any of the following:

1. Video surveillance footage, whether obtained from City-owned equipment or lawfully obtained from private or third-party sources;
2. Photographs or recorded images depicting the activity, vehicle involvement, or dumped materials;
3. Identification of a vehicle used in connection with the violation, including license plate information;
4. Documents, materials, or identifying information found within or among the dumped materials that reasonably indicate ownership, possession, or responsibility;
5. Witness statements, investigative findings, or other evidence reasonably relied upon in administrative or civil enforcement proceedings.

**SECTION 7.** Section 10.20.110 (Reward program) is added to Chapter 10.20 (Garbage and Refuse) to read as follows:

The City Manager may establish a special fund to pay rewards in the amount of no more than \$500.00 to individuals providing information leading to identification of, and successful criminal, civil or administrative action against, any person violating this chapter. The City Manager may create rules concerning administration of the fund and eligibility for rewards.

**SECTION 8. Severability.** If any provision, clause, sentence or paragraph of this chapter or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other provisions of this chapter which can be given effect without the invalid provision or application, and to this end the provisions of this chapter are declared to be severable.

**SECTION 9. Effective Date.** This ordinance shall take effect at 12:01 am on the thirty-first day after its adoption.

**SECTION 10. Publication.** The City Clerk shall certify to the adoption of this ordinance and shall cause this ordinance to be published according to law.

\_\_\_\_\_  
Rico E. Medina, Mayor

ATTEST:

\_\_\_\_\_  
Lupita Huerta, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Trisha A. Ortiz, City Attorney

--oOo--

I hereby certify that foregoing **Ordinance No. \_\_\_\_**  
was introduced at a regular meeting of the San Bruno City Council on  
March 24, 2026 and adopted by the San Bruno City Council at a regular meeting on  
April 14, 2026, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

\_\_\_\_\_  
Lupita Huerta, City Clerk



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Matthew Lee, P.E., Public Works Director

**SUBJECT:** Consider Adoption of a Resolution Accepting the 2023-24 and 2024-25 Street Rehabilitation Project as Complete; Authorizing the Filling of Notice of Completion with the San Mateo County Recorder's Office; Authorizing the Release of the Construction Contract Retention in the Amount of \$284,403.83; and Reallocating the Remaining Budget in the Amount of Approximately \$782,000 from the 2023-24 and 2024-25 Street Rehabilitation Project to the 2025-26 Street Pavement Project

**BACKGROUND:**

The City's Capital Improvement Program (CIP) includes the 2023-24 and 2024-25 Street Rehabilitation Project (Project) to repair and apply pavement rehabilitation treatment to local, collector, and arterial streets. The City utilizes the Metropolitan Transportation Commission's Pavement Management Program (PMP), known as Streetsaver, to analyze pavement data and select street treatments to optimize use of funds for maintenance and rehabilitation. The streets selected for this Project are either those that required maintenance to prevent roadway failure or the rehabilitation of failed streets.

A total of 34 street segments totaling approximately 6.07 centerline miles received pavement treatments. The Project scope of work consisted of repaving the roadway surface with asphalt concrete, performing base repairs on failed roadway sections, installing 106 accessible curb ramps at 42 intersections within the Project vicinity, and applying new traffic striping. The completion of this Project reduces the City's deferred maintenance backlog and provides improved roadway surfaces for the public. The street segments that received pavement treatment were as follows:

<b>Street Name</b>	<b>From</b>	<b>To</b>
Acacia Avenue	Crystal Springs Avenue	Angus Avenue West
Allen Drive	Longview Drive	College Drive
Angus Avenue West 1	Elm Avenue	Acacia Avenue
Angus Avenue West 2	Linden Avenue	Elm Avenue
Angus Avenue West 3	El Camino Real	Linden Avenue
Anza Way	Santa Lucia Avenue	North End
Balboa Way	South End	North End
Cabrillo Way	South End	North End

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

**April 14, 2026**

**Page 2 of 3**

<b>Street Name</b>	<b>From</b>	<b>To</b>
Cedar Avenue	Niles Avenue	Jenevein Avenue
Charleston Avenue	Trenton Drive	Crestmoor Drive
Cherry Avenue	Niles Avenue	Jenevein Avenue
Crystal Court	Santa Lucia Avenue	End
Cypress Avenue	Crystal Springs Avenue	Kains Avenue
De Soto Way	Bayview Avenue	Santa Lucia Avenue
Eldorado Court	Crestmoor Drive	Cul-de-Sac
Essex Court	Trenton Drive	End
Fernwood Drive	Valleywood Drive	End
Glen Avenue	Santa Lucia Avenue	End
Glenbrook Lane	Rosewood Drive	Cul-de-Sac
Kent Court	Crestmoor Drive	Cul-de-Sac
Linden Avenue	Jenevein Avenue	Kains Avenue
Maple Avenue	Niles Avenue	End
Mendicino Court	Cul-de-Sac	Sneath Lane
Moreland Drive	City Limits	Riverside Drive
Niles Avenue	Oak Avenue	Hawthorne Avenue
Pacific Height Boulevard	Sharp Park Road	Spyglass Drive
Parkview Drive	Santa Lucia Avenue	Glen Avenue
Plumas Court	Sneath Lane	Cul-de-Sac
Portola Way	End	De Soto Way
San Felipe Avenue	El Camino Real	City Park
Seacliff Way	Pacific Heights Boulevard	End
Spyglass Drive	End	End
Sunset Drive	Moulton Drive	Ysabel Drive
Williams Avenue	Cypress Avenue	Chestnut Avenue

In order to expedite the design of the 2023-24 and 2024-25 Street Rehabilitation Project, design costs were funded by the 2022-23 Street Rehabilitation Project.

**DISCUSSION:**

On September 24, 2024, the City Council approved a construction contract with McKim Corporation in the amount of \$5,441,764.13 with a construction contingency of \$820,000. Change orders were issued to McKim Corporation during the construction due to additional pavement treatment being added and the adjustment of actual quantities completed. The combined change order amount was \$246,312.48, which increases the final contract amount to \$5,688,076.61. The Project was completed under budget and without any issues.

McKim Corporation began the Project in November 2024. All construction work under this contract has been completed to the satisfaction of the City's project management team.

The construction contract included a five percent (5%) retention, totaling \$284,403.83, which was withheld by the City. Staff recommends that the City Council accept the Project as complete, authorize the filing of a Notice of Completion with the San Mateo County Recorder's Office, and approve the release of the contract retention.

**FISCAL IMPACT:**

The 2023-24 and 2024-25 Street Rehabilitation Project is an established Capital Improvement Project with an approved CIP budget of \$7,650,729. As detailed below, the total expenditure for the Project was approximately \$6,868,000, which resulted in a project budget cost savings of approximately \$782,000. The remaining budget funds will be reallocated toward the upcoming Fiscal Year 2025-26 Streets Pavement Fund, 2025-26 Street Pavement Project No. 60051 to support additional pavement improvements.

<b>Description</b>	<b>Expenditure</b>
Design Contract (Sanbell, formerly Bellecci & Associates)	\$ 499,437
Staff Management for Design	\$ 43,335
Staff Management for Construction	\$ 376,149
Construction Contract (McKim Corporation)	\$ 5,688,077
Material Testing and Inspection (Ninyo & Moore)	\$ 95,801
Construction Management and Inspection (Swinerton)	\$ 149,947
Project Management (CSG)	\$ 13,710
Reproduction, Advertisement, Administrative & Legal Fees	\$ 1,462
<b>Total Rounded</b>	<b>\$ 6,868,000</b>

**ENVIRONMENTAL IMPACT:**

The action is not a project subject to CEQA. City Council's action is not considered a "Project" per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:**

Consider Adopting a Resolution:

- Accepting the 2023-24 and 2024-25 Street Rehabilitation Project as complete;
- Authorizing the filling of Notice of Completion with the San Mateo County Recorder's Office;
- Authorizing the release of the construction contract retention in the amount of \$284,403.83; and
- Reallocating the remaining budget in the amount of approximately \$782,000 from the 2023-24 and 2024-25 Street Rehabilitation Project to the 2025-26 Street Pavement Project

**ATTACHMENTS:**

1. Resolution
2. Project Acceptance Information Form
3. Project Map

**RESOLUTION NO. 2026 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO ACCEPTING THE 2023-24 AND 2024-25 STREET REHABILITATION PROJECT AS COMPLETE; AUTHORIZING THE FILING OF NOTICE OF COMPLETION WITH THE SAN MATEO COUNTY RECORDER'S OFFICE; AUTHORIZING RELEASE OF THE CONSTRUCTION CONTRACT RETENTION IN THE AMOUNT OF \$284,403.83; AND REALLOCATING THE REMAINING BUDGET IN THE AMOUNT OF APPROXIMATELY \$782,000 FROM THE 2023-24 AND 2024-25 STREET REHABILITATION PROJECT TO THE 2025-26 STREET PAVEMENT PROJECT**

**WHEREAS**, the City's Capital Improvement Program (CIP) includes the 2023-24 and 2024-25 Street Rehabilitation Project (Project) to repair and apply pavement rehabilitation treatment to local, collector, and arterial streets;

**WHEREAS**, a total of 34 street segments totaling approximately 6.07 centerline miles received pavement treatments;

**WHEREAS**, the Project scope of work consisted of repaving the roadway surface with asphalt concrete, performing base repairs on failed roadway sections, installing 106 accessible curb ramps at 42 intersections within the Project vicinity, and applying new traffic striping;

**WHEREAS**, on September 24, 2024, the City Council approved a construction contract with McKim Corporation, Inc. in the amount of \$5,441,764.13 with a construction contingency of \$820,000;

**WHEREAS**, change orders were issued to McKim Corporation during the construction due to additional pavement treatment being added and the adjustment of actual quantities completed;

**WHEREAS**, the combined change order amount was \$246,312.48, which increased the final contract amount to \$5,688,076.61;

**WHEREAS**, McKim Corporation began the Project in November 2024;

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

**WHEREAS**, the construction contract requires the filing of a Notice of Completion of this Project with the San Mateo County Recorder's Office and release of the construction contract retention in the amount of \$284,403.83 in accordance with the contract documents upon the acceptance of the Project as complete; and

**WHEREAS**, the Project cost savings of approximately \$782,000 are proposed to be reallocated to the Fiscal Year 2025-26 Streets Pavement Fund, 2025-26 Street Pavement Project No. 60051 to support additional pavement improvements.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of San Bruno:

- Accepts the 2023-24 and 2024-25 Street Rehabilitation Project as complete;
- Authorizes the filing of a Notice of Completion with the San Mateo County Recorder's

Office;

- Authorizes release of the construction contract retention in the amount of \$284,403.83; and
- Reallocating the remaining budget in the amount of approximately \$782,000 from the 2023-24 and 2024-25 Street Rehabilitation Project to the 2025-26 Street Pavement Project

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I hereby certify that foregoing **Resolution No. 2026 - \_\_\_\_**  
was introduced and adopted by the San Bruno City Council at a regular meeting on  
April 14, 2026, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

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Lupita Huerta, City Clerk



**Capital Improvement Program  
Project Acceptance Information Form**

**As of April 7, 2026**

Contract Name:	2023-24 and 2024-25 Street Rehabilitation Project	Contract No.:	60039 & 60048
Construction Contractor:	McKim Corporation		
Construction Management and Inspection Services	Swinerton		

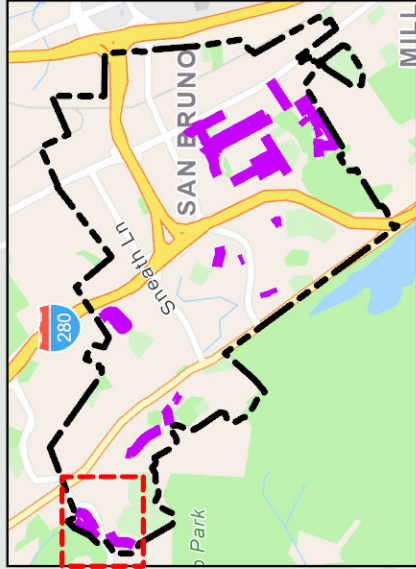
**Project Information:**

Project Description:	This project consists of repaving the roadway surface with asphalt concrete, performing base repairs on failed roadway sections, installing 106 accessible curb ramps at 42 intersections within the project limits, and applying new traffic striping on 34 street segments totaling approximately 6.07 centerline miles.
Construction Contract Award:	McKim Corporation – September 24, 2024
Start of Construction:	November 2024
Contract Change Orders (CCO):	Change orders were issued to McKim Corporation during the construction due to additional pavement treatment being added and the adjustment of actual quantities completed. The combined change order amount was \$246,312.48, which increases the final contract amount to \$5,688,076.61.
Substantial Completion:	November 2025
Final Completion:	March 2026
Notice of Completion:	Scheduled for filing on April 17, 2026

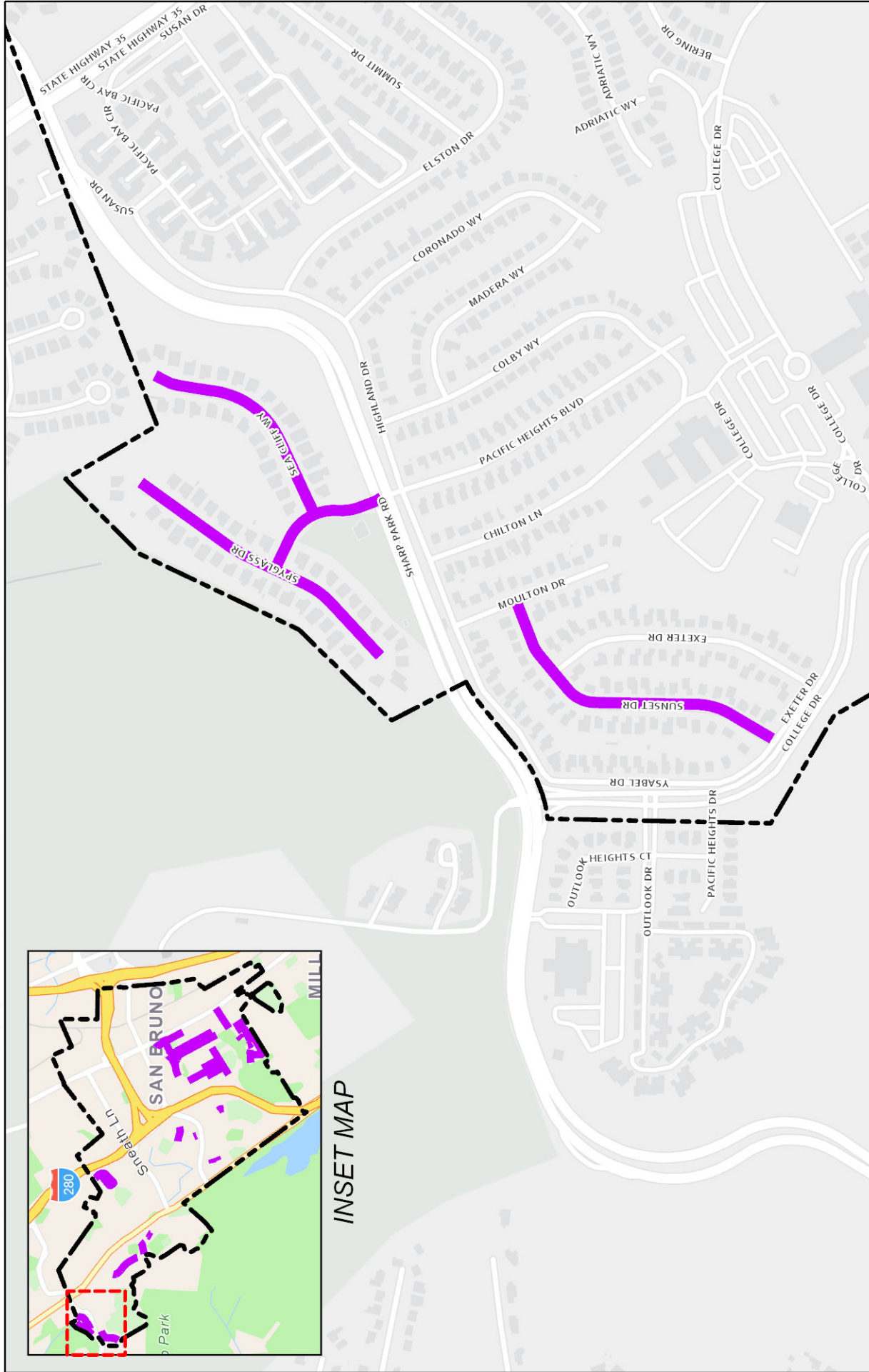
**Construction Project Costs:**

	Budget	Actual
<b>AVAILABLE PROJECT FY 24-25 CAPITAL BUDGET</b>	\$ 7,650,729.00	
<b>TOTAL PROJECT</b>		\$ 6,867,914.70
Design Contract (Sanbell Formerly Bellecci & Associates)	\$ 504,194.55	\$ 499,436.92
Staff Management	\$ 325,000.00	\$ 419,482.83
Construction Contract (McKim Corporation)	\$ 5,441,764.13	\$ 5,441,764.13
Construction Contingency (15%)	\$ 820,000.00	\$
Contract Change Orders CCOs	\$ -	\$ 246,312.48
Material Testing and Inspection (Ninyo & Moore)	\$ 98,904.00	\$ 95,801.00
Construction Management and Inspection (Swinerton)	\$ 900,000.00	\$ 149,946.28
Project Management (CSG)	\$ 25,000.00	\$ 13,709.96
Reproduction, Advertisement, Administrative & Legal Fees	\$ 2,000.00	\$ 1,461.10

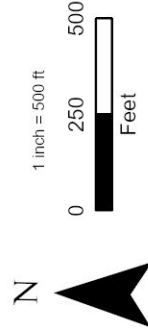
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INSET MAP



Basemap Source: ESRI Light Grey Base

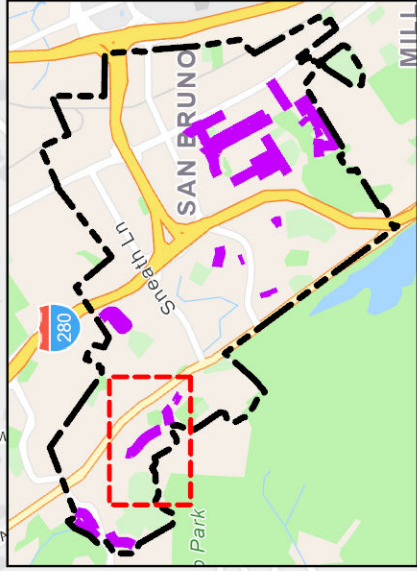
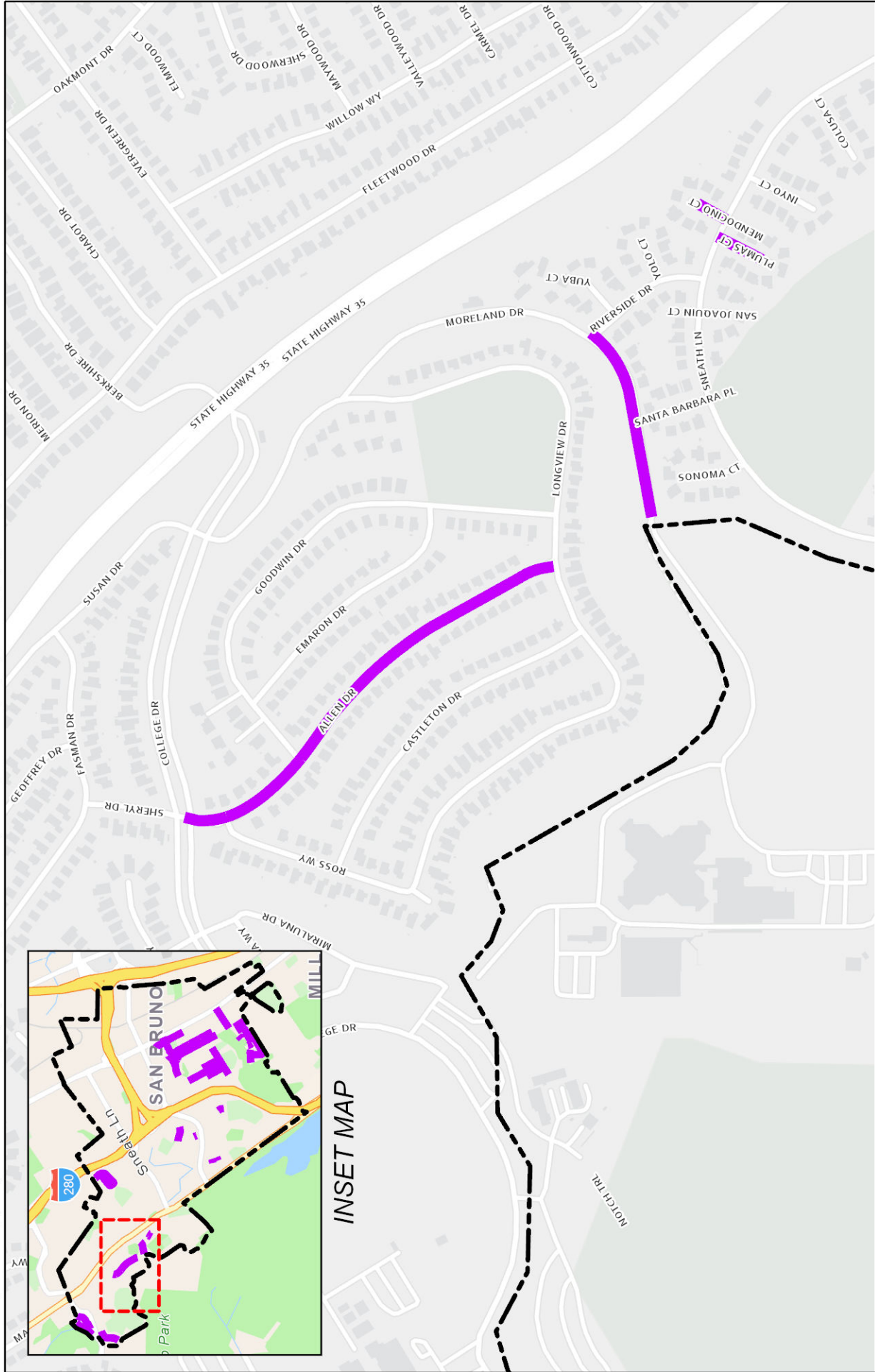


City of San Bruno

2023-24 AND 2024-25 STREET REHABILITATION PROJECT

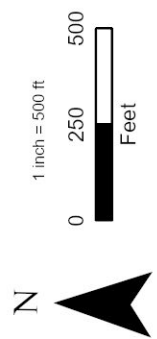
DATE:	08/2024
DRAWN BY:	JV
FIGURE NO.	1

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INSET MAP

Basemap Source: ESRI Light Grey Base

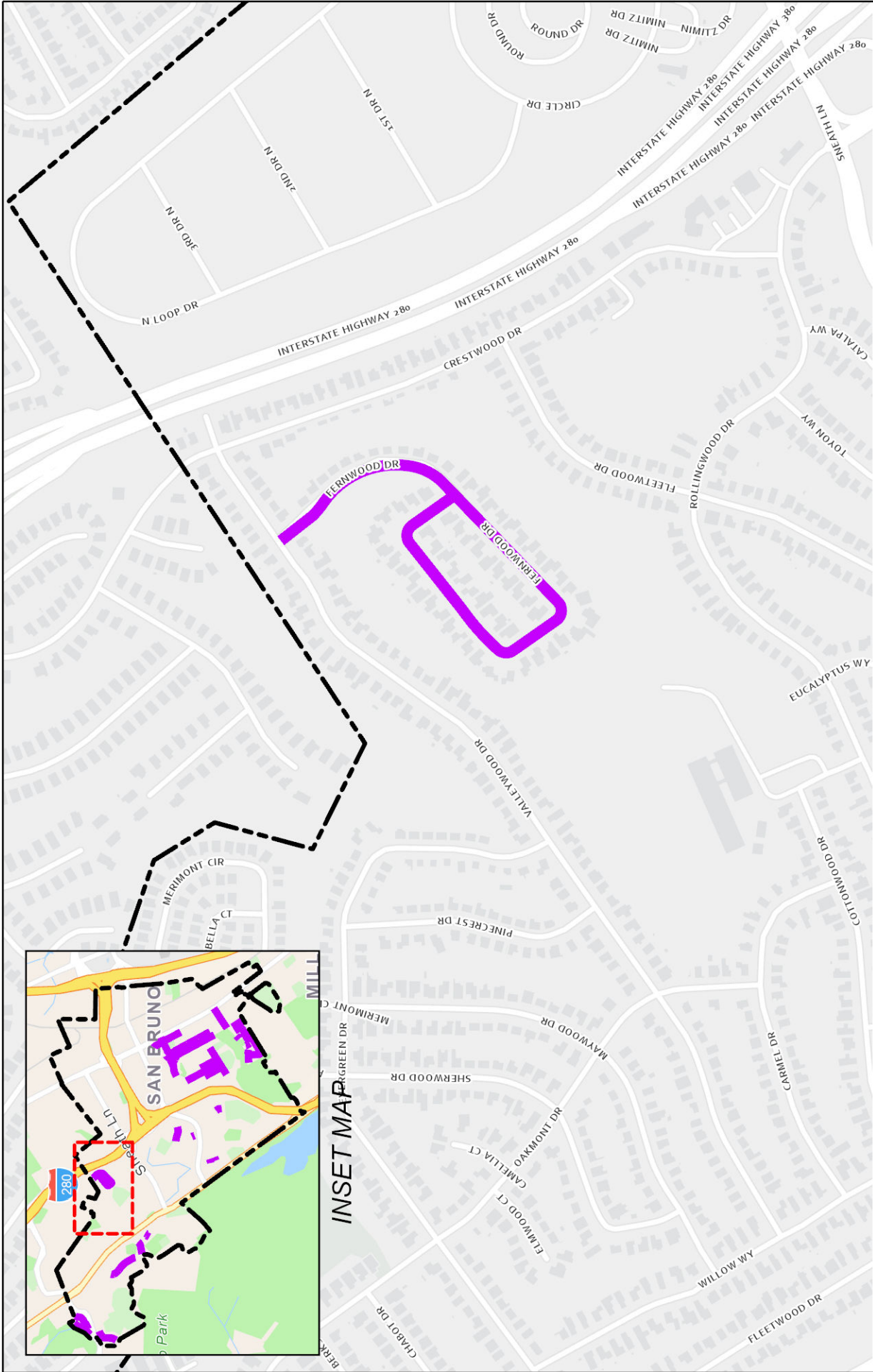


City of San Bruno

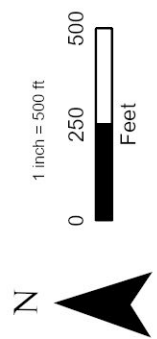
# 2023-24 AND 2024-25 STREET REHABILITATION PROJECT

DATE:	08/2024
DRAWN BY:	JV
FIGURE NO.	2

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Basemap Source: ESRI Light Grey Base



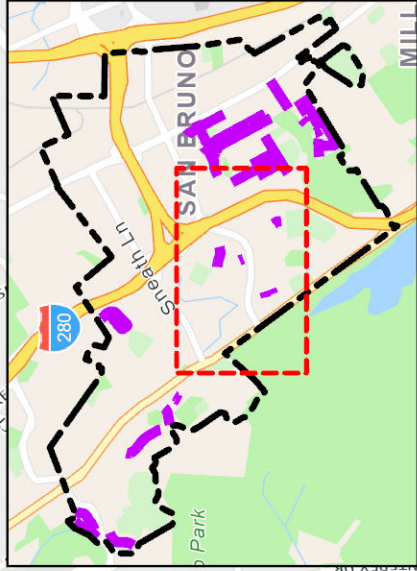
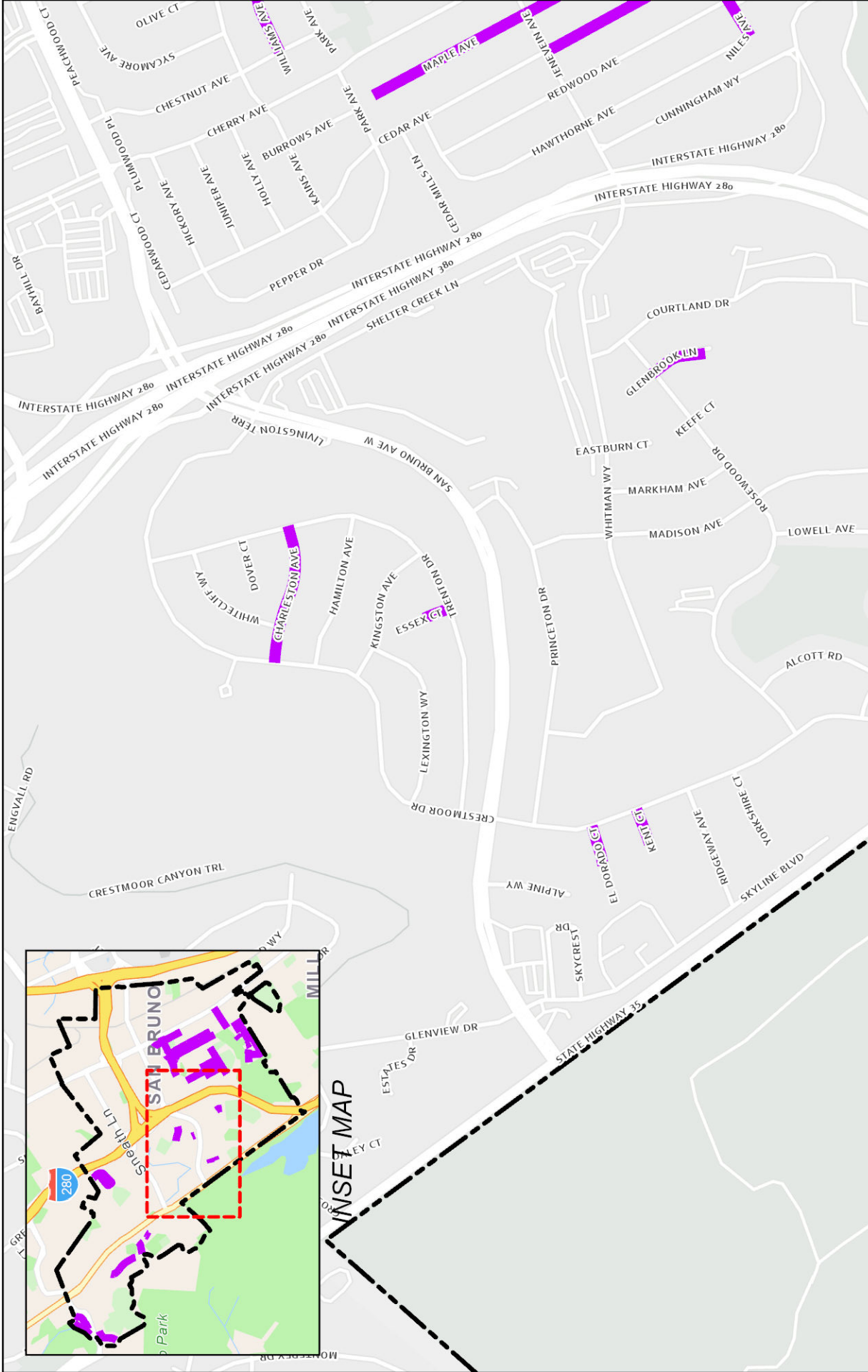
DATE:	08/2024
DRAWN BY:	JV
FIGURE NO.	3

# 2023-24 AND 2024-25 STREET REHABILITATION PROJECT



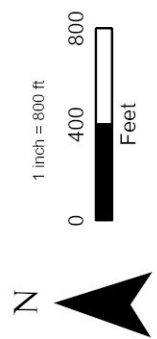
**City of San Bruno**

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INSET MAP

Basemap Source: ESRI Light Grey Base



City of San Bruno

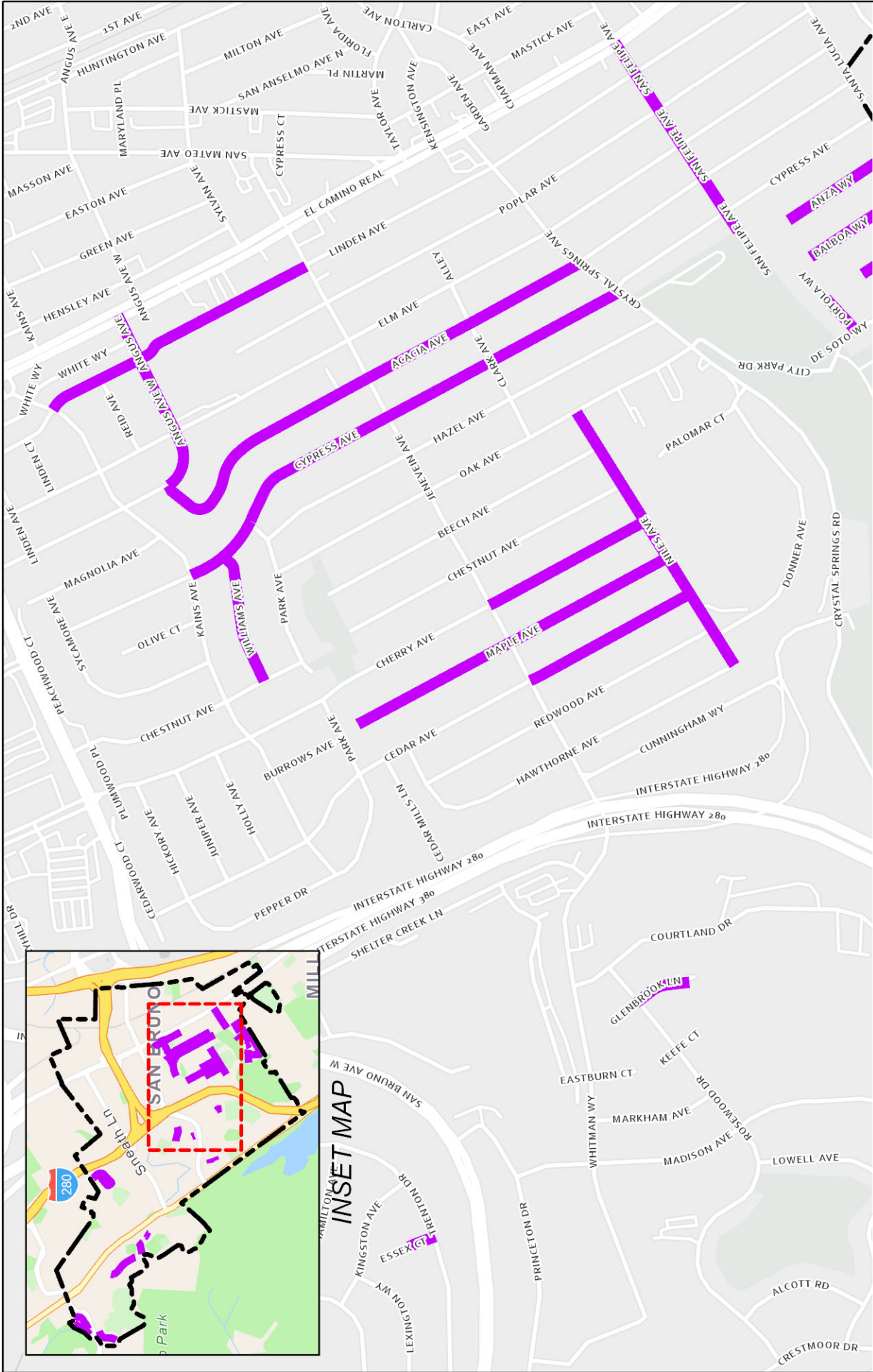
# 2023-24 AND 2024-25 STREET REHABILITATION PROJECT

DATE: 08/2024

DRAWN BY: JV

FIGURE NO: 4


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DATE:	08/2024
DRAWN BY:	JV
FIGURE NO.	5

## 2023-24 AND 2024-25 STREET REHABILITATION PROJECT

**City of San Bruno**



Basemap Source: ESRI Light Grey Base

1 inch = 800 ft

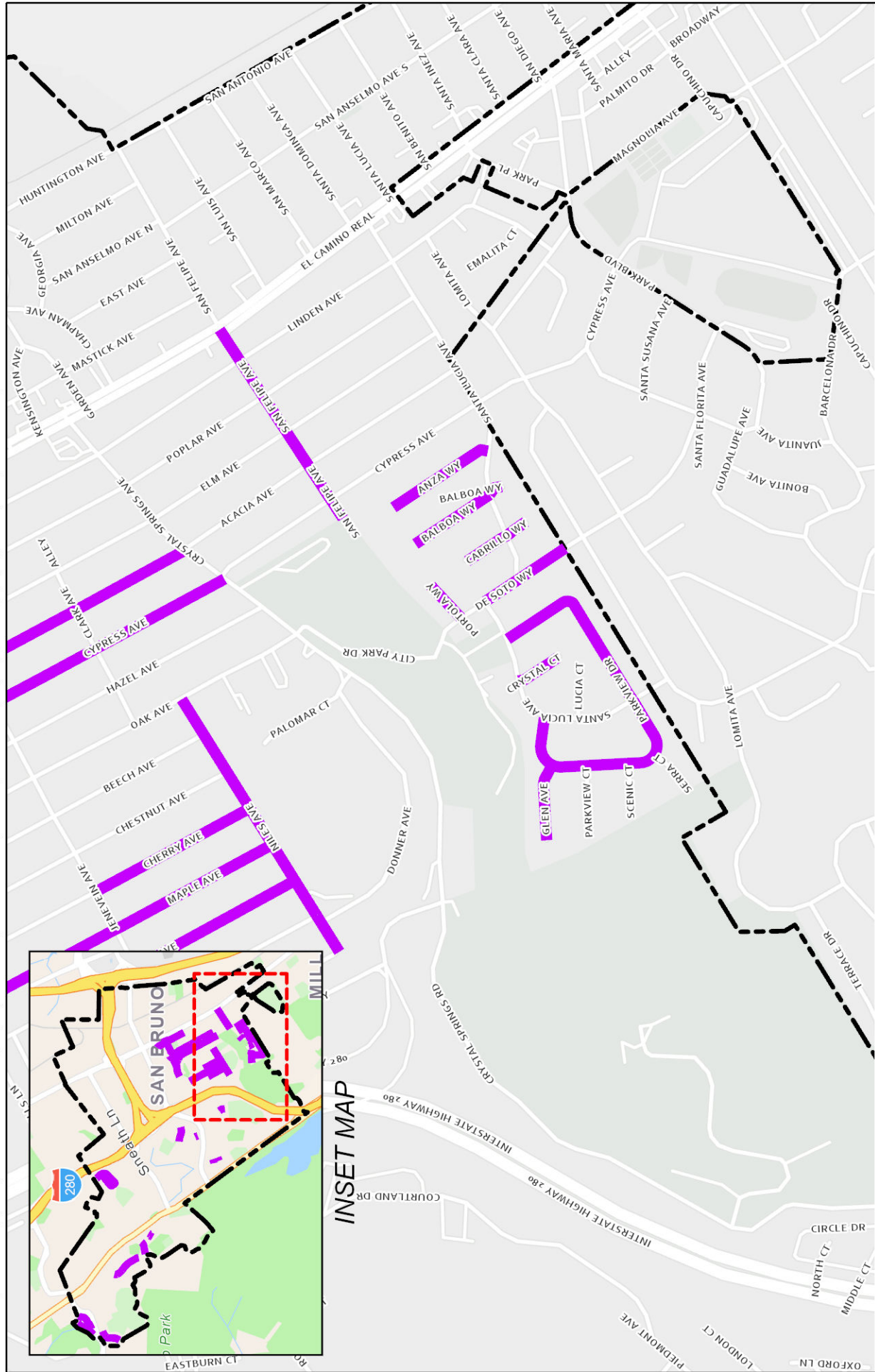
0 400 800 Feet

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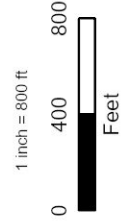
66 of 196

Path: C:\Users\jveigara\OneDrive - City of San Bruno, CA\Desktop\scratch\StreetRehab.aprx  
User: jveigara

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Basemap Source: ESRI Light Grey Base



City of San Bruno

# 2023-24 AND 2024-25 STREET REHABILITATION PROJECT

DATE:	08/2024
DRAWN BY:	JV
FIGURE NO.	6



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

---

**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Matthew Lethin, Police Chief

**SUBJECT:** Consider Adoption of a Resolution Authorizing the Purchase of a Communications Recording System and Warranty Support from Goserco, Inc., Approving Non-Standard Agreements, and Authorizing the Police Chief to Execute Future Agreements and Renewals

**BACKGROUND:**

The San Bruno Police Department relies on a communications recording system to capture and archive critical public safety communications, including 911 calls, radio transmissions, and administrative phone lines. These recordings are essential for emergency response coordination, evidentiary purposes, quality assurance, and compliance with legal and regulatory requirements.

The Department's current recording system has reached the end of its service life and no longer provides reliable performance or manufacturer support. As a result, replacement is necessary to ensure continuity of operations, system reliability, and compliance with modern public safety standards.

Goserco, Inc. has provided a proposal for an Eventide NexLog DX-Series logging recorder system, which is widely used in public safety environments to capture, store, and manage multi-channel communications across telephony and radio platforms. The Eventide system is currently in use by the Police Department, and these upgrades allow for improved functionality along with compatibility of existing systems and platforms.

**DISCUSSION:**

The proposed Eventide NexLog system is an integrated hardware and software solution designed to record, archive, and retrieve communications across multiple platforms, including the City's 911 call system, police radio system, and administrative phone systems. The system provides a centralized platform for storing and accessing recorded communications and supports both analog and IP-based technologies.

The proposed purchase includes the required hardware, software licensing, installation, configuration, training, and first-year support necessary to implement a complete and functional system. The system will replace aging infrastructure and provide a reliable, modern solution that supports critical public safety operations, improves evidence collection, and enhances quality assurance and training capabilities.

In addition, the proposed action includes the purchase of an additional year of extended warranty and support coverage, representing the second year of service for the system. This ensures continued system reliability, access to vendor support, and ongoing maintenance following initial implementation.

Goserco provides its hardware, software, and support services under standardized agreements that do not conform to the City's standard contract templates and are not subject to substantive negotiation. As a result, City Council approval is required to authorize entry into these non-standard agreements. Consistent with the City's purchasing authority limits, the City Manager, or designee, will execute the agreement for the initial system purchase, including the first year of warranty and support.

The Police Department fully intends to continue purchasing ongoing warranty coverage and subscriptions with Goserco. To ensure continuity of operations and avoid repeated Council actions for routine warranty renewals, staff recommends authorizing the Police Chief, or designee, to execute the second-year warranty agreement and future warranty renewals and related documents with Goserco, provided such agreements remain consistent with the intent and scope of the system and services approved herein. This authority will allow for continued maintenance, support, and functionality of the Eventide NexLog system, including necessary updates and reasonable adjustments to maintain system performance and compatibility, as well as reasonable pricing adjustments, including inflationary or Consumer Price Index based increases, subject to City Council budgetary appropriation.

**FISCAL IMPACT:**

The cost of the proposed system and first-year warranty is \$47,008.27, and the cost of the second-year warranty is \$10,168.24. Sufficient funds are available within the Police Department's approved budget to support this purchase. Ongoing maintenance and future support costs will be incorporated into future budget cycles and will be subject to City Council appropriation as part of the annual budget process.

**ENVIRONMENTAL IMPACT:**

The proposed action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15378(b)(2) and 15061(b)(3), as it involves the purchase of software and equipment with no potential for physical environmental impact.

**RECOMMENDATION:**

Staff recommends that the City Council adopt a Resolution:

1. Authorizing the purchase of an Eventide NexLog communications recording system from Goserco, Inc.; and
2. Authorizing the purchase of second-year warranty and support coverage; and
3. Approving execution of associated non-standard agreements; and
4. Authorizing the City Manager, or designee, to execute the agreement for the system purchase and first-year warranty and support; and
5. Authorizing the Police Chief, or designee, to execute the second-year warranty agreement and future agreements and renewals consistent with this approval.

**ALTERNATIVES:**

1. Approve the purchase but decline to approve the non-standard agreements, requiring further negotiation or delay.
2. Decline to approve the purchase, resulting in continued reliance on an unsupported and aging recording system.

**ATTACHMENTS:**

1. Resolution
2. Goserco Proposal for Eventide NexLog Communications Recording System
3. Goserco Quote for Second-Year Warranty and Support Coverage

**RESOLUTION NO. 2026 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO AUTHORIZING THE PURCHASE OF A COMMUNICATIONS RECORDING SYSTEM AND WARRANTY SUPPORT FROM GOSERCO, INC., APPROVING NON-STANDARD AGREEMENTS, AND AUTHORIZING THE POLICE CHIEF TO EXECUTE FUTURE AGREEMENTS AND RENEWALS**

**WHEREAS**, the San Bruno Police Department relies on a communications recording system to capture and retain 911 calls, radio transmissions, and other public safety communications for operational, evidentiary, and compliance purposes; and

**WHEREAS**, the Department's existing system has reached the end of its service life and requires replacement to ensure continued reliability and functionality; and

**WHEREAS**, Goserco, Inc. has provided a proposal for an Eventide NexLog communications recording system that meets the Department's operational needs and is widely used in public safety environments; and

**WHEREAS**, the proposed system includes hardware, software, installation services, training, and first-year support necessary to implement a complete and functional solution; and

**WHEREAS**, the proposed action also includes second-year warranty and support coverage to ensure continued system reliability and vendor support; and

**WHEREAS**, Goserco provides its products and services under standardized agreements that do not conform to the City's standard contract templates and are not subject to substantive negotiation; and

**WHEREAS**, the City Council desires to authorize the purchase of this system and associated support services to ensure continuity of operations and reliable recording of critical public safety communications;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of San Bruno hereby:

1. Authorizes the purchase of an Eventide NexLog communications recording system from Goserco, Inc., including hardware, software, professional services, and first-year support, in an amount not to exceed \$47,008.27; and
2. Authorizes the purchase of second-year warranty and support coverage for the system, in the amount of \$10,168.24; and
3. Approves execution of the associated non-standard agreements and statement of work required to implement and support the system; and
4. Authorizes the City Manager, or designee, to execute the agreement for the system purchase, including the first-year warranty and support, and any documents necessary to implement the initial system acquisition; and
5. Authorizes the Police Chief, or designee, to execute the second-year warranty agreement and any future agreements, license renewals, warranty extensions, and related documents with Goserco, Inc., provided such agreements remain consistent with the intent and scope of this Resolution, including reasonable adjustments necessary to maintain system functionality and compatibility and reasonable pricing

adjustments, including inflationary or Consumer Price Index based increases, subject to City Council budgetary appropriation.

**BE IT FURTHER RESOLVED** that the City Manager, or designee, is authorized to take all necessary actions to carry out the intent of this Resolution.

---oOo---

I hereby certify that foregoing **Resolution No. 2026 - \_\_\_\_**  
was introduced and adopted by the San Bruno City Council at a regular meeting on  
April 14, 2026, by the following vote:

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

---

Lupita Huerta, City Clerk

We have prepared a quote for you

## Eventide DX Logging recorder quote CMAS pricing

Quote #SA013423 v1

Prepared for  
**San Bruno Police Department**

Prepared by  
**Shaun Andrews**

Monday, March 23, 2026

San Bruno Police Department  
Shannon Rohatch  
1177 Huntington Ave E  
San Bruno, CA 94066  
srohatch@sanbruno.ca.gov

Dear Shannon,

The quote attached, is to record the following technologies

- Intrado Viper(WEST)- analog
- IP Admin phones-generic span
- Zetron analog radio
- 911 trunks-analog



Shaun Andrews  
Sales Account Manager  
Goserco HQ



Eventide NexLog Hardware		Price	Qty	Ext. Price
CE-NexLog740DX	<b>NexLog 740 DX-Series base system: 3U rack-mountable, Core i5 CPU, 16GB DDR4 RAM, 2 x2TB fixed-Mount HDDs (RAID 1)</b>	\$7,392.00	1	\$7,392.00
	<b>Display Options-No touchscreen quoted</b>			
CE-DX750	<b>24 port GPIO PCI Card/Cable Kit, non-isolated (for NexLog 740 DX-Series recorder only)</b>	\$1,120.00	1	\$1,120.00
	<b>Internal Storage Options</b>			
CE-DX706-1SSD	<b>SSD Option - Upgrade NexLog 740 DX-Series (at time of order) to 2x4TB HotSwap MegaRAID1=4TB storage</b>	\$4,900.00	1	\$4,900.00
	<b>Rack Slide Options</b>			
CE-324430 DX	<b>Rack Mount Slides - 26" 4 Post, 3U (for NexLog 740DX)</b>	\$252.00	1	\$252.00
	<b>Record Boards</b>			
CE-DXANA16	<b>16-Channel Analog PCIe (PCI Express) Card, 16 Ch. Licenses</b>	\$3,640.00	1	\$3,640.00
	<b>NAS for long term archive storage</b>			
CA-NAS-RMNAS8TB	<b>Rackmount RS422+ NAS, 8TB Usable Storage, 1U w/ 4x4TB SATA HDD (RAID5 + Hot Spare), and Rail Kit</b>	\$3,200.00	1	\$3,200.00
		Subtotal:		<b>\$20,504.00</b>

Eventide NexLog Software		Price	Qty	Ext. Price
	<b>VoIP-Admin generic span delivery</b>			
CE-DX911	<b>Intrado VIPER NG911 Call Recording Bundle (Voice, Metadata and SMS)</b>	\$7,630.00	1	\$7,630.00
CE-271052	<b>Eight (8) Internal IP Recorder VoIP Channels</b>	\$2,170.00	1	\$2,170.00
CE-271086	<b>Internal IP G.729 8-Channel license add-on pack</b>	\$602.00	1	\$602.00
CE-271083	<b>8 pack MediaWorks DX (web) concurrent license</b>	\$833.00	1	\$833.00
CE-SW-271083	<b>MediaWorks PLUS: Concurrent Access for 8 Users</b>	\$696.50	1	\$696.50
CE-115021 (disc) DX985	<b>Enhanced Reports Engine</b>	\$1,148.00	1	\$1,148.00
CE-271109	<b>Eventide SSL Enabler option</b>	\$0.00	1	\$0.00
		Subtotal:		<b>\$13,079.50</b>

Phone:

 Email: [sandrews@goserco.com](mailto:sandrews@goserco.com)

 Web: [www.goserco.com](http://www.goserco.com)

Professional Services		Price	Qty	Ext. Price
CG-SVC-Implementation Pkg	<b>Comprehensive installation package: includes all project management, installation, configuration, testing, and all travel time and expenses.</b> Comprehensive installation package: includes all project management, installation, configuration, testing, and all travel time and expenses.	\$11,400.00	1	\$11,400.00
Subtotal:				<b>\$11,400.00</b>

Phone:

 Email: [sandrews@gosercos.com](mailto:sandrews@gosercos.com)

 Web: [www.gosercos.com](http://www.gosercos.com)

## Eventide DX Logging recorder quote CMAS pricing

**Quote Information:**

Quote #: SA013423

Version: 1

Delivery Date: 03/23/2026

Expiration Date: 04/10/2026

**Prepared for:**

San Bruno Police Department

1177 Huntington Ave E

San Bruno, CA 94066

Shannon Rohatch

[srohatch@sanbruno.ca.gov](mailto:srohatch@sanbruno.ca.gov)

650-616-7100

**Prepared by:**

Gosercos HQ

Shaun Andrews

480-964-8911 x 5117

Fax 480-964-8912

[sandrews@gosercos.com](mailto:sandrews@gosercos.com)


Quote Summary		Amount
	Eventide NexLog Hardware	\$20,504.00
	Eventide NexLog Software	\$13,079.50
	Professional Services	\$11,400.00
	Subtotal	<b>\$44,983.50</b>
	Estimated Tax	<b>\$2,024.77</b>
	Total	<b>\$47,008.27</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

## Project Scope Detail

**Comprehensive installation package: includes all project management, installation, configuration, and testing, all travel time and expenses, and 1st year support (M-F 8am-5pm)**

### Project Scope Detail

- Pre-installation build, configuration, and ground shipping to site
- Remote project management, planning, and documentation
- On-site system installation, configuration, and recording testing during business hours
- Deployment of search/playback/export client environment
- Configuration of network archival to customer-furnished network-attached storage
- Configuration of access security per customer-furnished information
- Configuration of NTP time synchronization, and system e-mail notifications
- End-user system administrator and supervisor client training
- All travel time and expenses included
- 1st year on-site warranty repair service, with unlimited remote support to M-F 8am-5pm

## Statement of Work-New

# San Bruno Police Department

## Communications Recording Solution Upgrade or Implementation

Prepared for: San Bruno Police Department ("the customer")

Prepared by: Goserco, Inc. ("Goserco")

Project: Communications Recording Solution (Upgrade or Implementation)

### Statement of Work (SOW) and Statement of Purpose

Goserco, Inc. is pleased to submit this statement of work for services to deliver the applicable installation, configuration, testing, training, and relevant project management for a new or upgraded communications recording solution. This document outlines Goserco, Inc.'s services and those expected to be provided by the customer or its relevant vendors when planning and implementing this project. It may also describe specific services to be customized to your environment. Specifically, this SOW is only for the applicable installation, configuration, testing, training, and relevant project management for a communications recording solution.

In the event of overlap, any specific terms and conditions agreed to by Goserco by another device (contract, RFP response, or other written agreement) shall take precedence over this statement of work. With authorized signatures by both parties and in the absence of such an outside agreement, the terms and conditions specified in this statement of work shall apply and constitute agreement to such terms and conditions by both parties.

Changes to this Statement of Work will be processed following the procedures described in "Appendix B. Project Change Control Procedure." Both parties must approve and accept a Change Authorization to initiate scope changes under this agreement. The investigation and the implementation of changes may result in modifications to any aspect of the project schedule, pricing/invoiced charges, and/or other terms of this agreement. Without signatures of acceptance, specific pricing (if any) in this Statement of Work expires 60 days following the date of its preparation.

### Project Scope

The scope—the customized and detailed list of specific items that define what will be considered "in-scope" for this project—is written in a separate section titled "Project Scope Detail." The Project Scope Detail is considered part of this statement of work.

## Assumptions

### General

- The customer will provide a single point of contact that will act as the project owner and who will be the primary individual to sign off on the project phases at completion
- All work under this statement of work will occur Monday-Friday between the hours of 8:00 am and 5:00 pm; no installations, configuration, moves, site visits, or other related work will be scheduled over weekends, evenings, or Goserco, Inc.-declared holidays, without mutual agreement in advance from the Goserco, Inc. project manager and the customer project manager
- Goserco, Inc. and the customer will jointly create any project documentation where customer involvement is required. The customer must approve the final installation schedule and final versions of project documentation to ensure it coincides with all expectations
- Goserco, Inc. and the customer will jointly create any special requirements for defining “project acceptance” in writing, and with mutual agreement to such requirements, those requirements will become part of a written cutover plan (or installation checklist)
- “Project acceptance” (via a signed installation service ticket or other written acknowledgment) should follow (within 24 hours) completion of the written project plan, a successful support turnover call, and Goserco’s delivery to the customer of “as-built” system configuration documentation

### Premises Work

- The customer will be responsible for all carpentry or mechanical work not explicitly detailed in this proposal
- The customer location does not require the use of union labor
- The customer assumes all responsibility for compliance with local and federal laws and regulations relating to recording telephone, radio, and other electronic or audio conversations, as well as other electronic communications (including visual) such as desktop screen recording, application usage tracking, etc.
- Cabling or termination of telecom, Ethernet, or electrical supply wiring is not included in this SOW. Additional information follows in the section titled “Specific Technical and Other Provisions.”
- Hours spent troubleshooting problems outside this SOW's project scope will be billed at \$150 per hour (via remote access) or \$225 per hour (on-site). The project managers will be contacted and will approve any additional charges before the execution of any work that could result in extra charges

### Shipping Management and or Special Requirements

- In general, all shipments for this project will be via local delivery or “UPS Ground.”
- Any expedited shipping charges that result from customer request or customer delay will be passed on to the customer at the actual cost

### Deposits, Invoicing, and Scheduling

- Order Deposit—Unless other contractual arrangements or quoted payment terms exist (within this proposal package), whether governmental or private sector, a deposit equal to 50% of all hardware and software is due when the order is placed and required to begin implementation project management. The remaining 50% of the balance of all hardware and software and 100% of services are invoiced at project completion.
- Motorola API licensing—If Motorola licensing is part of the system configuration, the licenses must be paid upfront. The part description in the quote will be listed as “*must be prepaid*” or “*due up front*” to determine which part/s this applies to.
- Invoicing – Invoices for equipment and software (or for the remaining balance on any equipment and software) to be installed as part of this implementation will be generated when the equipment and software are delivered to the customer site(s). Invoices for services will be generated after those services (based on either a specific project milestone invoicing schedule or at

general “project acceptance”)

- Payment - All invoices are due within 30 days of the invoice date (NET 30), and the customer may take a 2% discount (of invoice total) for any invoice paid within ten (10) days of the invoice date (NET 10)
- Postponement/Project Schedule Delay—If the customer postpones or delays the project schedule after ordering any equipment, the customer agrees to pay any balance due (less services not performed) within 30 days of the originally scheduled (mutually agreed-upon) installation date.
- Last-Minute Project Delay—If the project is canceled or postponed by the customer for reasons beyond Goserco, Inc.'s control within 14 days of the scheduled installation, the customer must pay 50% of hardware, software, and any AIS licensing fees within 30 days of the initially scheduled installation if they haven't already done so. Additionally, the customer may be charged an additional fee of up to 10% of the total invoice.
- On-site Cancellation/Postponement Charges - If the installation is canceled or postponed for reasons beyond the control of Goserco, Inc., once a technician is on-site, the cost of taking the technician out of service at \$150 per hour (for actual time out of service), and related travel expenses (at cost) will be passed on to the customer
- On-site Project Delay - If the project is unreasonably delayed while a technician is on-site for reasons such as, but not limited to, access to appropriate buildings or specific areas within buildings, lack of access to, or unavailability of assigned or appropriate customer personnel, delay due to a third party, waiting, etc. the cost of the technician being out of service at \$150 per hour (for actual time out of service), will be passed on to the customer

## Goserco, Inc. Team Responsibilities

### Pilot System

- If a pilot system is required (for multi-site installations only), it will be coordinated through the project planning process

### Project Management

- The Goserco, Inc. project manager (or designated backup) will work with the customer for the project's life. He or she will manage each phase of the project, including shipping, installation, training, and all other contacts regarding this project
- The Goserco, Inc. project manager will handle the escalation of problem-solving within Goserco, Inc. internal teams as well as contacts within the Customer organization
- The Goserco, Inc. project manager should be the first point of contact for any project issue
- The Goserco, Inc. project manager will handle communication issues regarding equipment procurement and/or transportation within Goserco, Inc
- The Goserco, Inc. project manager will review all documentation
- The Goserco, Inc. project manager will maintain a project schedule and task list

### Installation Services

- All services under this statement of work will occur between 8:00 a.m. and 5:00 p.m. local time, Monday through Friday, or on otherwise suitable days and times as mutually agreed to by the customer project manager and the Goserco, Inc. project manager
- All installation teams will consist of 1-2 Goserco, Inc. technicians
- Installation and training are for Eventide NexLog recording equipment and client software as quoted/described
- Each technician will bring appropriate tools to complete their assigned tasks
- Any issues that may delay or prevent the completion of the installation will be escalated to the Goserco, Inc. project manager for resolution. Every effort will be made to overcome any issues while the technician is on-site
- All work areas will be neat and free of recording system installation materials and packaging before leaving the site
- Goserco, Inc. is not responsible for pre-existing network conditions that prevent regular operation or delay installation (i.e.,

network configuration, network viruses, domain restrictions, IP address assignments/changes, PBX configuration/changes, etc.

### Training Services

- All services under this statement of work will occur between 8:00 a.m. and 5:00 p.m. local time, Monday through Friday, or on otherwise suitable days and times as mutually agreed to by the customer project manager and the Goserco, Inc. project manager
- The stated project scope dictates training content
- Training scheduling will be mutually agreed upon by the customer and Goserco, Inc. project manager. Although the customer is responsible for coordinating classroom facilities (where applicable), scheduling and attendance of appropriate participants, and production of any printed materials (from electronic documentation provided by Goserco, Inc.), the Goserco, Inc. project manager will assist in the organization and planning with the customer project manager.

### Goserco, Inc. Contacts

- Project Manager: TBA
- Backup Project Manager: TBA
- Lead Technician: TBA
- Account Rep: TBA
- Other technicians and personnel, as assigned: Office 480-964-8911 Option 1

### Customer Responsibilities

#### General

The responsibilities listed in this section are in addition to those responsibilities specified in any Goserco, Inc. quoted sales terms, and all services by the customer are to be provided at no charge to Goserco, Inc. Goserco, Inc.'s performance is predicated upon the following responsibilities being fulfilled by the customer

#### Project Management

Before beginning any work in the project calendar or plan, the customer will designate a Project Manager to whom all Goserco, Inc. communications will be addressed and who has the authority to act for the customer within the terms of this agreement. The Customer's project manager will be the focal point for the following activities:

- Serve as the communications interface between Goserco, Inc. and all Customer departments participating in this project.
- Coordinate and ensure the provision of all required customer information (as needed for proper implementation) and delivery of requirements (hardware, technical support, and services) to perform this Statement of Work. Answers and information should be provided within three working days of Goserco, Inc.'s request unless the Customer and Goserco, Inc. mutually agree to an extended response time
- Assign personnel to the project who can be on-site during equipment delivery and installation for verification and acceptance. Goserco, Inc. will coordinate the schedule with the Customer Project Manager
- Help resolve and escalate project issues and problems within the customer staff, as needed.
- Administer Project Change Control in conjunction with the Goserco, Inc. Project Manager
- Receive, review, and maintain Goserco, Inc.-prepared documentation
- Accept responsibility for the security of all equipment shipped to the Customer's location(s)
- Arrange for any security clearances required for all Goserco, Inc. personnel

- Arrange for payment of deposits and invoices

### Customer Contacts

- Project manager: TBA
- Customer telephony contact: TBA
- Customer 911 telephony contact: N/A
- Customer radio contact: TBA
- Customer I.T.servers/network contact: TBA
- Customer I.T.desktop contact: TBA
- Customer operations (site) Contact: TBA

### Specific Technical Services and Other Provisions

#### Equipment-Environment

- Customer will ensure adequate UPS power and power distribution for all servers to be installed
- Customer will ensure adequate rack mounting space and proper environmental control where equipment is to be installed - standard 19" 4-post rack rail hardware is typically supplied with new systems purchased from Goserco, Inc. However, in cases where the standard supplied rack rail hardware will not accommodate a proper installation, the customer will provide and install suitable rack shelving or other mounting hardware as may be required by local building/equipment installation codes
- Each server must be located within Ethernet standard distances of the switch it connects to and has a minimum of two available ports for network access - one dedicated for network traffic (CTI connection, client connections, and CAS server upload) and one for IP recording capture (or spare).

#### Windows-Based Operating System and Anti Virus Software

- Microsoft Windows operating system critical updates are the responsibility of the customer unless specifically identified and contracted otherwise. (Manufacturer-tested update levels will be provided by Goserco, Inc. as needed when updates are Quality Assured and released by the manufacturer).
- Microsoft Windows anti-virus software (OS internal or third party) for the server(s) are the responsibility of the customer unless specifically identified and contracted otherwise. (There may be mandatory file extension type/folder exclusions required for the system to function properly, including on virtualized systems. Notification of these exclusions will be provided to the customer by Goserco as needed).
- Specific anti-virus software /applications should be approved by the system manufacturer and Goserco prior to application to the server(s).

#### Third-Party Applications and Software

- Unless specifically identified and approved by Goserco, no third-party applications or software should be installed on any server(s) that are part of the recording system or provided/supported by Goserco, regardless of the operating system in use.

#### Equipment Access and Remote Access

- Customer will ensure access to any locked facilities (i.e., equipment rooms) to prevent a technician from experiencing any delays on-site while attempting to access an installation location
- The customer will provide uninterrupted remote access to all Goserco, Inc.-installed servers (and potentially relevant clients) during any period in which Goserco, Inc. delivers installation or configuration services, technical support, or maintenance/extended warranty services

#### Networking, Clients, and Desktop Installations

- All server systems will require network connectivity with static IP addresses, valid subnet, gateway, and DNS addresses, as well as an NTP
- Network administrative configuration of the recording servers is the responsibility of the customer – Note: there may be specific network environment requirements for the system(s), and it is advised that the customer checks with Goserco, Inc. before implementation of configuration or changes – e.g., Audiolog servers are typically required to be joined to the domain in a separate OU with no policies pushed (including any servers that are virtualized), and a domain Audiolog administrative user account with local administrator privilege on the Audiolog is required for application services. While Eventide servers are Linux-based, there may be a specific configuration of network needed
- Any new client user PC's must meet the minimum requirements listed in the system documentation CD
- An appropriate customer network technician will be on-hand and available (on installation and testing days) to assist with installation and client software installation as needed, as well as produce client software load procedure documentation in conjunction with a Goserco, Inc. technician at the installation
- All network configuration required to produce a successful implementation is the customer's responsibility and will be provided to Goserco, Inc. free of charge. Successful implementation includes both server connectivity and configuration of the client PC network. Additionally, it is the responsibility of the customer to provide and ensure LAN/WAN connectivity and configuration that will allow for proper client access from within or off-site, if applicable (including firewall configuration where necessary)
- Customer will provide a list of client PCs, AD usernames, actual usernames, and a seating chart (to include desired channel-level security restrictions) if Goserco, Inc. is to perform any installation of client software and restrict access to the system on a per-user basis

#### **Telephone/PBX, Radio System, and or IP Dispatch Console Integration and Requested Configuration Information**

- For an integrated recording of any telephone/PBX, digital radio, or IP dispatch console communications system, the customer will provide or otherwise arrange for the purchase, installation, and configuration of all telephone/PBX, digital radio, and or IP dispatch console hardware and software (including any required licensing that may be necessary to support recording in the customer environment). The customer will provide or otherwise arrange for the purchase, installation, and configuration of any related/required network infrastructure (such as switches, firewalls, communications circuits, etc.). The customer will provide or otherwise arrange for the purchase of all telephone/PBX, digital radio, and or IP dispatch console configuration, testing, and troubleshooting services, as well as any required network configuration (including SPAN ports if needed), testing, and troubleshooting necessary to establish or support proper recording connectivity and communications to the telephone/PBX, digital radio, and or IP dispatch consoles, and the customer network
- The customer will provide a complete list of requested telephone/PBX, digital radio, and/or IP dispatch console information, including, but not limited to, hardware and software versions, IP addresses, protocols, etc., as well as details that may be needed to ensure a successful integration and proper recording, such as agents, extensions, device identifying information, channels, talk groups, and frequency IDs and/or names.

#### **Wiring**

##### **Traditional Device Monitoring and Other Wiring Notes**

- In general, Goserco, Inc. will provide a demarcation point (typically one or more 66 blocks) and cable connection from this demarcation point to the recorder(s). The customer is responsible for providing feed wiring for all audio sources to be recorded and cross-connect to the provided demarcation point
- For direct digital station tapping, the customer is responsible for providing feed wiring for recording any extension. This is typically accomplished (for supported handset models) by passing the cross-connect wiring from the designated PBX output pair through the provided recording demarcation point (punch without cut/termination) and onto the designated premise wiring/jack pair for the phone to be recorded. Goserco will re-cross connect existing phones so that they pass through the

recording demark in cases where the customer can identify all phones to be recorded (e.g., produce a list of devices required to be recorded) and identify and mark existing extension punch-down locations for at least one side of the existing cross connects of phones to be recorded (PBX port pair, or premise wiring pair)

- For analog recording (full-time or record-on-demand) of digital or VoIP phones via logger patch, analog feed wiring in the form of a CAT5 cable home run from within 5' of the telephone (terminated as an RJ11) to recorder demarcation block (non-terminated) is to be provided to Goserco, Inc. at no charge for each phone to be recorded. Goserco, Inc. will typically offer and install the required analog logger patches – note: a standard 110V AC power outlet within 5' of the phone is also required
- Intrado/Positron: For the analog recording of LIFELINE100 and VIPER systems, CCB/SONIC analog feed wiring for position audio and E911 CAMA trunks (if applicable) will be provided to Goserco, Inc., at no charge. If ANI/ALI integration is included, a standard DB9M serial connector (providing standard CDR from the Viper system) is required and will be provided to Goserco, Inc., at no charge.
- Airbus/Cassidian: For the analog recording of VESTA and systems, ACU/SAM analog feed wiring for position audio and E911 CAMA trunks (if applicable) will be provided to Goserco, Inc. at no charge. If ANI/ALI integration is included, a standard DB9M serial connector (providing the ANI/ALI CAD spill) is required and will be provided to Goserco, Inc. at no charge.
- For analog recording of radio, the customer is responsible for providing feed wiring that provides combined transmit/receive audio for any channel, frequency, or console to be recorded to Goserco, Inc. at no charge
- Signal strength (when audio is present) for analog VOX recording is typically optimal for recording in a range of -10dBm to 0dBm

## Pricing

### Pricing Per Quotation

Pricing for the services listed in this statement of work is "a fixed amount, complete package."

## APPENDIX A - Deliverable Guidelines

### Status Reports

Purpose: The Goserco, Inc. project manager will typically provide weekly project plans or status reports via e-mail, advising the customer project team of the progress and status of Goserco, Inc.-related activities. The report will outline and describe the status of tasks worked on during that period and document significant accomplishments, milestones, and problems identified.

Content: The report may consist of the following, as appropriate for the project:

- A regularly updated project schedule, noting key events, planned travel, and training schedules
- Activities performed during the week/month
- Activities planned for the next week/month
- Issues or concerns about activities which occurred in the previous week/month
- Recommendations relating to problems or issues
- Any other items that Goserco, Inc. reasonably anticipates may affect the schedule or otherwise materially impact the project
- Billing information if needed
- Project change control summary (See "Appendix B. Project Change Control Procedures" in Appendix B for details.)

### Installation Checklist/Cutover Plan (if applicable)

Purpose: An installation checklist/cutover plan document will provide a detailed plan for cutover and contingency planning and or back-out procedures for the installation services. The installation checklist/cutover plan document will also give a brief outline/timeline of

expected activities for on-site time and will require customer approval before installation. The combination of a completed customer-approved installation checklist and a completed service ticket by the installing technician will be presented to the customer for signature, and the customer's signature will constitute project acceptance. Minor exceptions, deviations, and other changes noted in the installation checklist shall not delay project acceptance if follow-up support or resolution has been initiated and communicated in writing. Such deviations do not materially impact the primary use and functions of the deployed system(s).

### **Copies of All System Software and Documentation**

A copy of all system software and documentation will be provided for each site. Documentation is usually offered on CD or DVD in PDF format. Customers are responsible for the safekeeping of software and documentation.

### **Other Project Documentation**

Other project documentation will be delivered as deemed beneficial to the project. This may include technical documentation, project planning documentation, and documentation of specific site-specific configuration details.

### **Administrator and End-User Training**

System administrator and end-user training sessions will be scheduled and provided as the project's scope dictates. Before the training, a training plan that details the training content, formats, and relevant audience(s) may be provided.

## **APPENDIX B - Project Change Control**

### **Procedures**

The following provides a detailed process to follow if a change to the scope or directly from the Customer to this Statement of Work is required:

A Project Change Request (PCR) will be the vehicle for communicating change (to be completed by Goserco, Inc. at the customer or Goserco, Inc. request)

- The Project Change Request must describe the rationale for the change and the effect the change will have on the project
- The Customer and Goserco, Inc. Project Managers will review the proposed change and approve it or revise it as required. Goserco, Inc. will specify any charges for such a change. If the Customer Project Manager authorizes the change in writing, this constitutes approval for the change charge(s). Goserco, Inc. will invoice the Customer for any such charges. The Customer will be responsible for the effect that the change will have on price, schedule, and other terms and conditions of the Agreement
- The Customer and Goserco, Inc. must sign a written Project Change Request to authorize the implementation of the changes

## **APPENDIX C – Legal Agreements**

### **Invoices and Payment**

Unless otherwise specified in a Sales or Services Agreement or other contract, you agree to pay Goserco, Inc. the Purchase Price for Products and/or Services and the license fee(s) for Licensed Software, less any deposit paid previously, within thirty (30) days of the delivery of any Products or Licensed Software and/or the provision of any Service. You also agree to pay Goserco, Inc. amounts equal to any applicable sales, use, property, value-added, or any other taxes, except income tax, resulting from any transaction under this Agreement or any Sales or Services Agreements. Any applicable tax will be based on those taxes imposed by the taxing authorities in the jurisdiction to which you request the Products or Licensed Software delivered or in which Services are performed. Unless otherwise agreed and indicated on documentation provided by Goserco, Inc. to you, such as an invoice or otherwise provided herein, you will pay

all shipping costs for Equipment, Products, or Licensed Software you purchase from Goserco, Inc. If you dispute any amount on an invoice, you must provide written notification of the dispute to Goserco, Inc. within ten (10) days after receiving the disputed invoice. Goserco, Inc. agrees to provide supporting documentation concerning any disputed amount or invoice within ten (10) days after written notification of the dispute to Goserco, Inc. Both parties agree to use their best efforts to resolve such dispute within thirty (30) days after you provide written notification of the dispute. You shall have no obligation during the thirty (30) day period specified above to pay any amount you reasonably dispute. Still, you agree to pay the undisputed portion of the invoice.

### **Shipping; Risk of Loss**

All risk of loss or damage to the Products shall be the responsibility of the party upon whose premises the Products are located at the time of such loss or damage. If the loss or damage occurs during shipping or delivery, the party in charge of arranging for such shipping or delivery shall bear the responsibility for the loss or damage. You agree, upon delivery of Equipment or Products, and before the transfer of title and/or license rights to you, to insure such Equipment or Products with a conventional commercial insurance policy sufficient to protect Goserco, Inc.'s interest in such Equipment or Products and to provide Goserco, Inc. evidence of such insurance upon its reasonable request.

### **Non-Solicitation**

Each party recognizes that the other party's employees are critical to the business operations of the other party. For the term of this Agreement and six (6) months after its termination, each party agrees that it and any parent company, subsidiary, partner, limited partner, joint venture, or any entity related in any manner to it by common ownership ("Related Entities"), will not employ, hire, or compensate in any manner or capacity, including as an employee or independent contractor ("Employ") any employee of the other party that it was introduced to by, and who was directly connected with, such party's performance under this agreement. Each party further agrees not to employ any former employee of the other party unless the employer-employee relationship has been terminated for not less than one hundred eighty (180) days. In the event of a breach of this provision by a party or any Related Entities, such party shall be liable to the other party for the principal sum of Twenty-Five Thousand and No/100 Dollars (\$25,000.00) as liquidated damages, and not as a penalty for said breach.

### **Confidentiality**

All documentation and information that are either designated as confidential or proprietary or would reasonably be considered to be confidential or proprietary, including without limitation, drawings, listings, techniques, algorithms, processes and technical and marketing information, business data, and employee information which are transferred between the parties in connection with this agreement ("Proprietary Information") (other than documentation and information intended for general distribution to third parties) shall be held in strict confidence by the parties. They shall not be disclosed or used in any fashion other than according to the terms of this agreement without the other party's prior written consent. Each party's proprietary information and all other items related to that, including, without limitation, programs, methods of processing, specific design and structure of individual programs and their interaction, and the unique programming techniques employed therein, and all enhancements, modifications, updates, and derivative works thereof are and shall remain the sole and exclusive property of such party and shall not be sold, revealed, used, disclosed, transmitted or otherwise communicated, directly or indirectly, by the other party except as expressly provided for in this Agreement. Each party agrees to protect the others' proprietary Information with the same standard of care and procedures that it uses to protect its own trade secrets and Proprietary Information of a confidential nature.

### **Force Majeure**

Neither party shall be deemed to be in default or to have breached any provision of this Agreement as a result of any delay, failure in performance, or interruption of service resulting directly or indirectly from acts due to events of nature, acts of civil or military authorities, civil disturbances, wars, strikes or other labor disputes, fires, transportation contingencies, laws, regulations, acts or orders of any government or agency or officials thereof, other catastrophes or any other similar occurrences beyond such party's reasonable

control. In every case, the delay or failure in performance or service interruption must be without fault or negligence of the party claiming excusable delay. The party claiming excusable delay must promptly notify the other party. Performance time under this Agreement shall be considered extended for some time equivalent to the time lost because of any delay, which is excusable under this paragraph, provided, however, that if any such delay continues for more than sixty (60) days, the party not claiming excusable delay shall have the option of terminating the order or service upon written notice to the party claiming excusable delay.

**APPENDIX D - Signatures****San Bruno Police Department**

Communications Recording Solution Upgrade or Implementation

Document prepared for signature on March 23, 2026

We, the undersigned representatives of San Bruno Police Department and Goserco, Inc. have read and understand this statement of work and the details contained herein. We agree to this Statement of Work as attached, the services to be provided as detailed in project scope detail, as well as the terms, conditions, specific responsibilities, provisions, and appendices:

**San Bruno Police Department****Goserco, Inc.**

---

Signature of authorized customer representative

---

Signature of authorized Goserco, Inc. representative

---

Printed Name

---

Printed Name

---

Title

---

Title

---

Date: (MM/DD/YYYY)

---

Date: (MM/DD/YYYY)

We have prepared a quote for you

## New Eventide 740DX EWP-Gold 1-Year

Quote #CN013431 v1

Prepared for

**SAN BRUNO POLICE DEPARTMENT**

Prepared by

**Chris Nadeau**

Monday, March 23, 2026

SAN BRUNO POLICE DEPARTMENT

Shannon Rohatch

1177 Huntington Ave E

San Bruno, CA 94066

[srohatch@sanbruno.ca.gov](mailto:srohatch@sanbruno.ca.gov)

Dear Shannon,

This is a **Gold** Extended Warranty Plan (EWP) quote for maintenance & support effective for a period of **1 year** (for the second year of ownership following the first year of manufacturer warranty). It covers the listed equipment along with all associated clients, operational software, and integrations. Please see the attached Service Level Agreement (SLA) for the Terms and Conditions of coverage.

Also included is the required pass through manufacturer software subscription payment based on the newly proposed Eventide ASSURE plan. This is paid annually directly to the manufacturer via Goserco and is not discountable.

If you have any questions or I can be of any assistance, please don't hesitate to let me know. Thank you!



Chris Nadeau  
Maintenance Contracts Administrator  
Goserco HQ

# EXTENDED WARRANTY PLAN

## Eventide 740DX 32-Channel Recording System

Based on Sales quote #SA 13423 v1.4

1 Year

Covered Equipment:

- Eventide 740 DX s/n: TBD
- Synology NAS s/n: TBD

Products		Price	Qty	Ext. Price
CG-EWP-Gold	<b>Annual Extended Warranty Plan - GOLD: Remote &amp; on-site; M-F 8am-5pm (except observed holidays). Parts &amp; labor included. Full terms and conditions are available in the Goserco EWP Service Level Agreement.</b>	\$6,866.16	1	\$6,866.16
CG-EWP-EVENTIDE Sbscrptn-ASSURE	<b>Annual Software Subscription (ASSURE) for Eventide DX-Series Solutions. Continuous ASSURE subscription is required for support and access to versions and updates. (Price is per 12-month period and is not discountable).</b>	\$3,302.08	1	\$3,302.08
Subtotal:				<b>\$10,168.24</b>

Phone:

Email: [cnadeau@goserco.com](mailto:cnadeau@goserco.com)

Web: [www.goserco.com](http://www.goserco.com)

## New Eventide 740DX EWP-Gold

## 1-Year

**Quote Information:**

Quote #: CN013431

Version: 1

Delivery Date: 03/23/2026

Expiration Date: 07/31/2027

**Prepared for:**

SAN BRUNO POLICE DEPARTMENT

1177 Huntington Ave E

San Bruno, CA 94066

Shannon Rohatch

[srohatch@sanbruno.ca.gov](mailto:srohatch@sanbruno.ca.gov)

650-616-7101

**Prepared by:**

Goserco HQ

Chris Nadeau

480-964-8911 x5106

Fax 480-964-8912

[cnadeau@goserco.com](mailto:cnadeau@goserco.com)

Quote Summary		Amount
	Products	\$10,168.24
	Total	<b>\$10,168.24</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

## EWP - SLA

Extended Warranty Plan - Service Level Agreement

7165 East University Drive

Suite 180

Mesa, AZ 85207

480.964.8911



Goserco, Inc.

Type: **Voice Logging Recorder System**

Plan: **GOLD** (M-F 8a-5p)

For technical support: <https://secure.goserco.com/support>, [tech.support@goserco.com](mailto:tech.support@goserco.com) or 480-964-8911 (follow prompts for Service/Technical Support)

Goserco, Inc. offers the following Service Level Agreement for extended warranty protection for, and covered services performed on, the listed equipment\* installed at the **San Bruno Police Department** ("Customer"). All parties agree to abide by the terms specified by this SLA.

### **TERM:**

Coverage under this SLA begins at 12:01 am **TBD based on system acceptance date** and terminates at 11:59 pm **1 year later**.

### **PROVIDED SERVICES:**

1. SERVICE REQUESTS: Requests for technical support or service may be submitted to Goserco via:
  - a. INTERNET: The Goserco technical support portal at <https://secure.goserco.com/support>
  - b. EMAIL: The Goserco technical support email at [tech.support@goserco.com](mailto:tech.support@goserco.com)
  - c. TELEPHONE: The Goserco service desk at 480-964-8911 (follow the prompts for technical support)
2. RESPONSE TO SERVICE REQUESTS: Response to service requests received through the methods above have a guaranteed initial response time as listed below. The initial response may be via the telephone with the Customer or remote access to determine the type and severity of the service request so that the appropriate response can be coordinated:
  - a. STANDARD: M-F 8 am-5 pm MST (excluding Goserco recognized holidays):
    - i. Initial response within 2 hours of receipt of the service request.
  - b. AFTER-HOURS: 24 hours a day, 7 days a week, 365 days a year, outside of Standard business hours:
    - i. Response to after-hours EMERGENCY service requests is NOT covered under this SLA and is billable at the current after-hours service rate.
    - ii. Initial response according to the service request method and type of request:
      1. After-hours EMERGENCY requests must be made via the telephone by leaving a voice mail for the on-call technical support personnel by following the specific 'on-call' prompts on the Goserco technical support desk number.
        - a. A problem is considered an emergency if two or more channels are not recording.
        - b. Initial response within 4 hours of receipt of the service request.
      2. After-hours NON-EMERGENCY service requests may be submitted via the Internet, email, or by leaving a voice mail at the Goserco service desk at no additional charge.
        - a. Initial response on the next business day during Standard business hours.
3. RESOLUTION OF SERVICE REQUESTS: Service requests will be troubleshot and resolved via:
  - a. TELEPHONE: Simple issues may be resolved by assisting the Customer over the phone to resolve the matter.
  - b. REMOTE ACCESS: The primary method of resolution is by the technician utilizing remote access means to access and work on the covered system directly.
  - c. ON-SITE: If troubleshooting efforts via the means above indicate an on-site response is required, it will be scheduled accordingly unless determined to be an emergency.
    - i. Emergency on-site response is typically by the end of the next business day and is considered necessary when two or more channels of the covered system are not recording.
    - ii. If any failure to record is determined to be due to a problem listed in Excluded Services, travel and on-site time charges will be incurred at the applicable hourly rates.
4. PARTS: All parts originally installed by Goserco as part of the covered system are covered at 100%.
  - a. Only two DVD-RAM drives (if installed in the system) per SLA year are covered.
    - i. Additional drives will be replaced at actual cost, with no labor charge.
  - b. Coverage for parts is contingent upon specific environmental and other requirements being met (see Terms and Conditions).
5. UPDATES: Manufacturer recommended or required recording application updates (service packs, hotfixes, etc.). In general, recording application updates will be performed via remote access. If updates require upgrading clients, this service may be performed on-site at the technician's discretion.

## EWP - SLA

Extended Warranty Plan - Service Level Agreement

7165 East University Drive

Suite 180

Mesa, AZ 85207

480.964.8911



Goserco, Inc.

Type: **Voice Logging Recorder System**

Plan: **GOLD** (M-F 8a-5p)

For technical support: <https://secure.goserco.com/support>, [tech.support@goserco.com](mailto:tech.support@goserco.com) or 480-964-8911 (follow prompts for Service/Technical Support)

- a. Systems sold at or upgraded to a level that requires software subscriptions from the manufacturer will only be updated for as long as the Customer continues to pay for the required software subscriptions. Said software subscriptions are normally included in the cost of this EWP SLA and will be included on the covered equipment list\*.
  - b. In the event a manufacturer releases a no-cost version upgrade of recording application software, such upgrades will be delivered or performed with no labor charge (excluding shipping and handling for upgrade media if required).
6. TRAINING: As needed, new employee and annual refresher recording system training are provided.
- a. Training will be conducted via remote access.
  - b. This is in addition to the training sessions provided during the initial system acceptance period.
  - c. Prior coordination and scheduling are required.
7. This SLA provides coverage for the listed system only. Peripherals (i.e.: reproducer workstations, label printers, UPS equipment, etc.) are not covered unless specified and agreed upon by both parties, and specifically listed on the equipment list\*.

### **TERMS AND CONDITIONS:**

1. Unless agreed upon by both parties prior to the Term beginning date, this SLA is to be paid in full by the Customer on or before the Term start date.
2. All requests for technical support or service must include direct call-back contact information. The Customer must indicate, in writing, the person(s) authorized to call for service, and the person(s) authorized to receive administrative system passwords, if such security is desired. Failure to provide and keep current an authorized contact list indicates the Customer agrees and authorizes that any calling party from their organization may receive such services or information.
3. The covered system must be always connected to appropriate power from an Uninterruptible Power Supply (UPS). Absence of, or lack of appropriate maintenance to, the appropriate UPS power will void coverage of the system.
4. Remote access to the covered system is required. This can be via dial-up, or the Internet (VPN or web service). While it is not required that remote access is available 100% of the time (although this is recommended), emergency responses may require immediate remote access to the system for proper diagnostics and verification of system status.
  - a. Goserco is not responsible for any delay due to a holdup in the Customer establishing remote access to the system. The Customer is responsible for providing all remote access site-specific details and any special remote access client software (when required).
  - b. In the event remote access is only granted on a case-by-case, or temporary basis, the Customer is responsible for establishing the availability of the remote access (connecting phone line, enabling remote access, etc.).
  - c. Should the Customer permanently remove remote access during the term of this SLA, Goserco may immediately move the Customer to the most similar 'on-site only' EWP and bill the Customer the pro-rated amount for that SLA increase.
5. Customer is responsible for maintaining equipment in an adequately-cooled and relatively dust-free environment.
6. Customer is responsible for providing the services of relevant I.T. personnel that may be required during repairs, updates, troubleshooting, etc. in a timely manner.
7. For any on-site services, the Customer is responsible to ensure the Goserco technicians have appropriate and timely access to the job site for the duration of the site visit.

### **EXCLUDED SERVICES:**

1. Connection or repair of any telephone adapters (logger patches) and associated wiring, or feed source wiring.

# EWP - SLA

Extended Warranty Plan - Service Level Agreement

7165 East University Drive

Type: **Voice Logging Recorder System**

Suite 180

Mesa, AZ 85207

Plan: **GOLD** (M-F 8a-5p)

480.964.8911



For technical support: <https://secure.goserco.com/support>, [tech.support@goserco.com](mailto:tech.support@goserco.com) or 480-964-8911 (follow prompts for Service/Technical Support)

2. Relocating any parts of the covered system, adding/removing components, system reconfiguration due to changes in the Customer equipment/environment, and/or installation of additional clients that require an on-site response.
3. Repairs due to any power problem or acts of nature regardless of cause (I.E., vandalism, negligence, misuse, intentional or accidental damage, power surge, fire damage, water damage, lightning strikes, etc.). All service requests that require an on-site response due to any power problem, or an act of nature, will be billable at applicable rates.
  - a. Additionally, any damage due to power problems or acts of nature voids the parts' warranty protection.
4. Problems resulting from any unauthorized changes or modifications to the operating system, including any malicious acts from external sources including but not limited to viruses, spyware, hacking attempts, etc.
5. Any internal networking configuration, problems, or modifications that may affect the covered system (such as restrictive domain policies), or the ability of remote clients to connect properly to the covered system.
6. Windows Updates and virus protection. These are the responsibility of the Customer with Windows-based systems.
  - a. Both require manufacturer approval (and specific exclusions in some cases) via Goserco, Inc. prior to application.
7. Hardware upgrades or release-level software version upgrades in system or application software, unless part of a current manufacturer paid subscription service.

**LISTED EQUIPMENT\*:**

MAKE	MODEL	SERIAL NUMBER	QTY	COMMENTS
Eventide	740 DX	TBD	1	32 channels
Synology	NAS	TBD	1	

**EXTENDED WARRANTY PRODUCTS:**

ITEM	COMMENTS	PRICE	QTY	AMOUNT
CG-EWP-Gold	Annual EWP: Remote & on-site; M-F 8a-5p. P&L incl.	\$ 6,866.16	1	\$ 6,866.16
EVENTIDE Maint: DXSUS	Annual Software Maintenance (ASSURE)	\$ 3,302.08	1	\$ 3,302.08
				\$ -
TAX				\$ -
<b>TOTAL</b>				<b>\$ 10,168.24</b>

<b>Goserco, Inc.</b>	<b>Chris Nadeau</b>	<b>Customer Name</b>	<b>San Burno Police Department</b>
<b>Authorized Signature</b>		<b>Authorized Signature</b>	
<b>Today's Date</b>	12/09/25	<b>Today's Date</b>	

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## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Nick Pegueros, Administrative Services Director & CFO

**SUBJECT:** Receive a Mid-Year Financial Update and Consider Adoption of a Resolution Amending the Fiscal Year 2025-26 Budget

### **BACKGROUND:**

On June 25, 2024, the City Council adopted Resolution No. 2025-62, which established the budget for Fiscal Year 2025-26 (FY26) with an operating and capital budget totaling \$293.2 million.

Following the adoption of the annual budget, City staff submit requests for budget amendments to address items not incorporated in the original budget or to accommodate changes arising subsequent to its approval. Department heads forward amendment proposals to the City Manager when operational necessity is established, provided these requests are supported by dedicated funding sources or qualify as appropriate uses of the one-time revenues. The Mid-year Financial Update focuses on the General Fund which is responsible for many of the City's public services, such as public safety, engineering, senior services, and library operations.

### **DISCUSSION:**

The General Fund is projected to close FY26 with a net revenue (surplus) of \$3.6 million, incorporating estimated actual revenue, expenditures, and net transfers. Comparatively, FY26 Estimated Actuals anticipates revenues exceeding projections by \$2.2 million, while expenditures are expected to be \$1.2 million under budget. Although the resulting surplus is positive news for the City's reserves, it is primarily attributable to relatively conservative budgeting practices and significant dependence on sales tax revenue derived from the Tax Revenue Sharing Agreement (TRSA). It should be noted, however, that TRSA revenue is currently at risk due to the State of California's decision to reallocate sales tax funds away from San Bruno. Absent the TRSA, the General Fund would end FY26 with a deficit of \$4.3 million.

Table 1 summarizes FY26 revenue and expenditure budget, estimates, as well Fiscal Year 2024-25 (FY25) actuals for comparative purposes. Estimated actual revenues are tracking above budget in the taxes category with an overall \$1.9 million ahead of budget. Estimated actual expenditures are tracking lower than budget with an overall estimated savings of \$1.7 million.

Table 1. General Fund

	2024-25 Actuals	2025-26 Budget	2025-26 Est. Actuals	2025-26 Over/(Under) Budget
<b>Operating Revenues</b>				
Taxes	47,301,846	44,291,239	46,313,057	2,021,818
Charges for services	5,610,661	7,542,640	8,094,814	552,174
Licenses and permits	627,978	307,550	362,030	54,480
Intergovernmental	6,158,153	4,291,440	4,359,342	67,902
Fines and forfeitures	792,217	667,195	853,125	185,930
Use of money and property	3,542,985	5,492,024	5,063,157	(428,868)
Other revenue	4,097,636	3,588,921	3,385,302	(203,620)
Transfers in	1,127,055	2,599,241	2,574,241	(25,000)
<b>Total</b>	<b>69,258,531</b>	<b>68,780,250</b>	<b>71,005,067</b>	<b>2,224,817</b>
<b>Operating Expenditures</b>				
Salaries and benefits	46,219,494	50,066,109	46,384,221	(3,681,888)
Operating	9,055,284	7,806,737	9,772,700	1,965,963
Internal service charges	8,753,492	9,549,432	9,549,532	100
Transfers out	1,637,286	1,150,401	1,650,000	499,599
<b>Total</b>	<b>65,665,556</b>	<b>68,572,679</b>	<b>67,356,453</b>	<b>(1,216,226)</b>
<b>Net Revenue - Surplus/(Deficit)</b>	<b>3,592,975</b>	<b>207,571</b>	<b>3,648,614</b>	

For operating revenues, the overall adopted revenue budget totaled \$68.8 million while estimated actuals are expected to be \$71.0 million, generating a positive variance of \$2.2 million. The variance is primarily the result of Taxes exceeding budget by \$2.0 million which is the dual consequence of the higher than budgeted TRSA revenue and a contingency for loss of the vehicle license fee in-lieu (VLF In-Lieu) backfill from the State resulting from a broken allocation formula that results in San Mateo County and all cities in the county receiving less than what is entitled under State law.

The City along with all other 20 agencies in San Mateo County are currently in litigation with the State to recover a shortfall in VLF In-Lieu backfill funds from prior years which may result in a positive impact to FY26 revenue if the agencies prevail. In an abundance of caution, however, staff recommend maintaining the budgeted assumption that the VLF In-Lieu backfill for FY26 will be \$3 million short of the City's fully entitled VLF In-Lieu revenue. The anticipated \$3 million shortfall in VLF In-Lieu backfill is offset by the City's receipt of \$8 million in revenue from the TRSA. The adopted budget assumed spending roughly 50% of the anticipated revenue, approximately \$4 million. That said, absorbing a VLF backfill shortfall using TRSA revenue increases the City's reliance on the TRSA which is a revenue source that faces its own uncertainty.

Actual expenditures are expected to be about \$1.2 million under budget, mainly due to salary savings from staff vacancies. Vacancies were higher than projected, primarily the consequence of holding vacancies for CityNet employees displaced by the dissolution of CityNet. Reassigned CityNet employees officially transferred to their new roles in December 2025 leaving 50% of the budget salaries for those positions unspent. While CityNet staff transition reduced payroll costs, it also delayed some work or required contract staff, leading to increased contract service expenses.

In addition to routine operations, the General Fund provides annual financial support to the Recreation and Aquatic Center (RAC), offsetting the shortfall between RAC revenues and operating expenditures. The RAC Fund was established as part of the FY25 budget to improve transparency and accessibility regarding the RAC's financial status. Over the past year, department management has achieved notable success in sustaining a high level of cost recovery for the facility, with over 70% of its budget recovered through user fees. The FY26 budget includes a \$1.1 million transfer from the General Fund to the RAC Fund to offset the fund's budgeted operating deficit. At mid-year, the RAC Fund is expected to require an additional \$0.4 million transfer from the General Fund to balance the estimated actual operating deficit. Through the department's diligence, the RAC operating deficit reduced from \$2.4 million in FY25 to \$1.5 million on FY26.

### **Budget Amendment**

The recommended budget amendments, totaling \$4.49 million across multiple Funds, are summarized below with additional details provided in Attachment 2.

#### General Fund

The General Fund budget amendments total \$3.65 million and the recommendation is to utilize Unassigned fund balance which totaled \$30.0 million as of June 30, 2025. Budget amendments will be posted to non-departmental expenditures to avoid spikes in operating budgets for historical analysis of baseline expenditures.

- \$0.10 million – One-time Fire Department professional services: recruitment testing facilitation and Emergency Operations Plan (EOP) update
- \$0.10 million – Public Works encroachment permit and plans digitization
- \$0.16 million – Parks 210 P-Tier Tractor Loader
- \$0.04 million – Library Outdoor Remote Locker Services
- \$0.08 million – Library Workspace Remodel
- \$0.07 million – De Soto Way Traffic Safety Improvements Study & Design
- \$2.40 million – 2024-25 RAC operating deficit (Transfer to Fund 142)
- \$0.40 million – 2025-26 estimated 2025-26 RAC deficit (Transfer to Fund 142)
- \$0.30 million – 2024-25 Area Agency on Aging/Senior Nutrition operating deficit (Transfer to Fund 132)

Other Funds

Staff have identified additional amendments totaling \$0.84 million in budget appropriations as follows:

- \$0.09 million – Wastewater Fund supplies
- \$0.30 million – Water and Wastewater CIP sewer main rehabilitation project
- \$0.15 million – Bayhill Development Impact Fee, bicycle and pedestrian design
- \$0.30 million – Transportation DIF, traffic calming program professional services

**FISCAL IMPACT:**

Overall, the recommended amendments result in an expenditure increase of \$4.49 million across the General Fund, Wastewater Fund, and Development Impact Fee funds.

**ENVIRONMENTAL IMPACT:**

The action is not a project subject to CEQA. City Council's action is not considered a "Project" per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:**

Adopt a Resolution Amending the Fiscal Year 2025-26 Budget.

**ALTERNATIVES:**

1. Approve the recommendation as modified by Council.
2. Take no action on the recommendation, which may delay ongoing projects.

**ATTACHMENTS:**

1. Resolution
2. Mid-year budget amendment requests with justification

**RESOLUTION NO. 2026 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO AMENDING THE FISCAL YEAR 2025-26 ADOPTED BUDGET**

**WHEREAS**, the City prepares and adopts its budgets with the intent of funding City Council priority initiatives, operations, and capital improvements through a planned program of services adopted in the annual budget and recorded in the City’s financial system; and

**WHEREAS**, the City Council approved Resolution No. 2025-62 adopting the Fiscal Year 2025-26 (FY26) Operating and Capital Budget on June 24, 2025; and

**WHEREAS**, the City Council may amend the adopted budget as necessary to account for changing conditions and supplemental budget requests; and

**WHEREAS**, the City Council has received and fully considered a mid-year budget report and recommended amendments;

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of San Bruno hereby:

1. Approves the recommended mid-year budget amendments to the FY26 budgets as follows:

<b>Summary of amendments by fund</b>				
<b>Fund Number</b>	<b>Fund Name</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Net Increase (Decrease)</b>
001	General Fund	\$ -	\$3,650,000	\$(3,650,000)
132	AAA/Sr. Nutrition Fund	300,000	-	300,000
142	RAC Fund	2,800,000	-	2,800,000
163	Transportation DIF	-	300,000	(300,000)
165	Bayhill DIF	-	150,000	(150,000)
631	Wastewater Fund	-	390,000	(390,000)
<b>Grand Total</b>		<b>\$ 3,100,000</b>	<b>\$ 4,490,000</b>	<b>\$ (1,390,000)</b>

2. Directs staff to make the appropriate entries to the City’s financial system to reflect this action.

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I hereby certify that foregoing **Resolution No. 2026 - \_\_\_\_** was introduced and adopted by the San Bruno City Council at a regular meeting on April 14, 2026, by the following vote:

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

\_\_\_\_\_  
 Lupita Huerta, City Clerk

Department	Request	Description	Total	One-time/ Ongoing	Funding Source
Fire	FD - Selection process for battalion Chiefs, Captains and Deputy Fire Marshal	Unplanned personnel movement and vacancies have accelerated the need for promotional and hiring services to maintain operational continuity.	\$ 40,000	One-time	General Fund, unassigned fund balance
Fire	FD - Emergency Operations Plan (EOP) update	The EOP update requires technical expertise and update associated consulting, analysis, and readiness activities.	\$ 60,000	One-time	General Fund, unassigned fund balance
Community Services/ Parks	CS - 210 P-Tier Tractor Loader	Park's Maintenance is requesting the purchase of this much needed heavy operating equipment to enable tasks related to the upkeep and maintenance of parks and recreational areas. More importantly tree removal.	\$ 156,850	One-time	General Fund, unassigned fund balance
Community Services/Library	CS - Library Outdoor Remote Locker	Remote Locker Outdoor offering convenient self-service books holds pickup	\$ 40,000	One-time	General Fund, unassigned fund balance
Community Services/Library	CS - Library Workspace Remodel	Request for Furniture and Blinds for Library Office Remodel	\$ 80,700	One-time	General Fund, unassigned fund balance
Public Works/ Engineering	PW - Implementation support to digitize existing encroachment permits and plans and refine the online permitting program	Request \$100,000 for increased implementation support to digitize existing encroachment permits and plans and refine the online permitting program	\$ 100,000	One-time	General Fund, unassigned fund balance
Public Works/ Streets	PW - De Soto Way Traffic Safety Improvements Study & Design	Engineering studies and design to evaluate and propose traffic safety improvements on De Soto Way	\$ 65,000	One-time	General Fund, unassigned fund balance
Public Works/ Wastewater	PW - CCTV sewer pipe inspection push camera	Purchase of a \$30,000 CCTV push camera to assist in sewer pipe inspections and repairs.	\$ 30,000	One-time	Wastewater Fund
Public Works/ Wastewater	PW - Sanitary Sewer Management Plan (SSMP) update	\$30,000 in additional assistance to prepare/submit 5-Year SSMP update to the State. Principal work was completed in FY25, but additional FY26 work was necessary.	\$ 30,000	One-time	Wastewater Fund
Public Works/ Wastewater	PW - Spill Emergency Response Plan (SERP) training	Request additional \$30,000 for mandatory annual Spill Emergency Response Plan (SERP) training due to number of new/transferred staff.	\$ 30,000	One-time	Wastewater Fund
Community Services	ND - RAC Operating Deficit FY2024-25	Annual transfer from the General Fund to the RAC Fund necessary to backfill the RAC operating deficit for fiscal year 2024-25	\$ 2,407,687	One-time	General Fund, unassigned fund balance

Department	Request	Description	Total	One-time/ Ongoing	Funding Source
Public Works/CIP	PW - Water and Sewer Main Rehabilitation at I-280 Crossing	New project to rehabilitate aging and deteriorated water and sewer mains located at I-280 crossings	\$ 300,000	One-time	Water & Wastewater Funds
Public Works/CIP	PW - Bayhill Dr / ECR Bicycle and Ped Improvements (CIP #60044)	An additional \$150,000 is requested to complete the design based on proposals received.	\$ 150,000	One-time	Streets Capital
Public Works/CIP	PW - Pedestrian Safety - Traffic Calming Program - Third-Party Studies (CIP#60020)	An additional \$300,000 is requested to review, evaluate, and recommend measures to implement traffic calming.	\$ 300,000	One-time	Streets Capital
Community Services	CS - AAA Operating Deficit FY2024-25	Transfer to offset increased costs related to the senior lunch program	\$ 300,000	One-time	General Fund, unassigned fund balance
Community Services	ND - RAC Operating Deficit FY2025-26	Increase to transfer from the General Fund to the RAC Fund necessary to backfill the RAC operating deficit for fiscal year 2025-26	\$ 400,000	One-time	General Fund, unassigned fund balance
Total			\$ 4,490,237		



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Nick Pegueros, Administrative Services Director & CFO  
Kelly Beggs, Assistant Community Development Director

**SUBJECT:** Consider Approval of Eligible Project List for Fiscal Year 2026-27 to 2030-31 for Development Impact Fee Funds and Authorize the Community Development Department to Release a Notice of Funding Availability to Utilize the Affordable Housing Fund and to Apply for the County of San Mateo's Community Development Block Grant Funding Program

### **BACKGROUND:**

The City of San Bruno collects several types of development impact fees (DIF) and capacity charges to fund capital improvements that expand capacity of existing or results in new facilities. These include water and sewer capacity charges, as well as development impact fees for community facilities, public safety, general government, transportation, utility infrastructure, and affordable housing. These one-time fees are restricted to eligible capital expenditures such as acquiring land, designing and constructing new or expanded facilities, and making capacity-increasing improvements needed to maintain and expand current service levels to meet the demands of new development. DIF revenue may not be used to fund ongoing operations, routine maintenance, or to correct existing deficiencies.

The City accounts for DIF revenue in separate Funds that allow tracking of DIF revenues to ensure they are expended only on the projects and purposes for which they were collected. On an annual basis, the City reports the status of all DIF and capacity charges through the Annual Report on Impact Fees and Capacity Charges (Annual Report) with the most recent report for the fiscal year ended June 30, 2025, approved by City Council on January 12, 2026.

### **DISCUSSION:**

In preparation for the next Annual Report, staff recommends that the City Council consider developing a roadmap or spending plan for using fees collected under Development Impact Fee (DIF) and affordable housing funds. Unlike the budget, which is the formal action to appropriate funds, a spending plan establishes a roadmap of how the City intends to spend DIF and affordable housing dollars and helps the City stay aligned with AB 1600 reporting requirements.

To develop this spending plan, staff reviewed projects submitted through the annual Capital Improvement Program (CIP) nomination process, where staff and Councilmembers propose projects for funding in the upcoming fiscal year. Staff then evaluates each project and identifies those projects that meet the various measurements including funding availability, support of priorities outlined in the General Plan's Housing Element, operational needs, and risk mitigation.

As part of that review, staff identified projects that are eligible for DIF and housing funds and matched them with available balances.

The following section outlines projects identified as needs in 2026 with many planned for incorporation in the recommended Fiscal Year 2026-27 budget. Where identified projects exceed available funds, City staff may recommend moving forward with those efforts using a combination of other available funds or pause activity on the project until additional funding becomes available. City Council may provide direction to modify the recommended project funding and Council will revisit this list annually to confirm alignment with Council priorities and capital infrastructure needs.

**Community Facilities**

San Bruno’s Community Facilities DIF funds new and expanded community facilities needed to serve the additional residents and workers created by new development. Specifically, this fee helps pay for projects such as parks, recreation, library, and other community facility improvements so the level of service for the growing community can be maintained as the City grows. As of June 30, 2025, \$4.1 million is available for future projects. Identified projects eligible for the Community Facilities DIF:

<b>Project Name</b>	<b>Est. requirement in 2026 dollars</b>
Belle Air/Lions Field Park Plan	\$400,000
Belle Air/Lions Field Park Plan Construction	TBD
City Park Drinking Fountain Upgrades Project	125,000
Forest Lane Park Plan	250,000
Forest Lane Park Plan Construction	TBD
Senior Center Renovation Project	3,200,000
Municipal Services Center Master Plan (Combined Corporation Yard)	50,000
Municipal Services Center Construction	TBD
Total	\$4,025,000

**Public Safety**

The Public Safety DIF funds new public safety facilities and equipment to serve future development in the City including upgrades and additions to police and fire facilities, facilities for the emergency response planning and exercise, technology upgrades, and vehicles. As of June 30, 2025, \$0.02 million is available for future projects. Identified projects eligible for the Public Safety DIF:

<b>Project Name</b>	<b>Est. requirement in 2026 dollars</b>
Police Department Facilities Modernization Program	\$625,000

**General Government**

San Bruno’s General Government Facilities Development Impact Fee is collected from development projects to help pay for new or expanded general government facilities needed to serve the demand created by that new development. The fee is intended to fully or partially offset the cost of facilities such as City administration, public meeting space, and related governmental support functions, so that growth pays its fair share instead of relying solely on

existing residents and businesses. As of June 30, 2025, \$0.2 million is available for future projects. Identified projects eligible for the General Government DIF:

<b>Project Name</b>	<b>Est. requirement in 2026 dollars</b>
City Offices Update	\$550,000
City Fleet EV Infrastructure Development and Implementation Project	350,000
Municipal Services Center Master Plan (Combined Corporation Yard)	50,000
Municipal Services Center Construction	TBD
Total	\$950,000

**Utility Facilities**

The Utility Facilities DIF funds improvements to the City’s water and storm drain systems. As of June 30, 2025, \$0.4 million is available for future projects. Identified projects eligible for the Utility Facilities DIF:

<b>Project Name</b>	<b>Est. requirement in 2026 dollars</b>
Municipal Services Center Master Plan (Combined Corporation Yard)	\$50,000
Municipal Services Center Construction	TBD

**Transportation**

The purpose of San Bruno’s Transportation Development Impact Fee is to help pay for new and expanded transportation infrastructure needed to serve traffic and mobility demands created by new development. The fee is used to fund capital improvements such as roadway, intersection, transit, bicycle, and pedestrian projects so that the transportation system can safely and efficiently accommodate future growth. As of June 30, 2025, \$6.2 million is available for future projects. Identified projects eligible for the Transportation DIF:

<b>Project Name</b>	<b>Est. requirement in 2026 dollars</b>
Pedestrian Safety - Traffic Calming Program	\$300,000
Municipal Services Center Master Plan (Combined Corporation Yard)	50,000
Municipal Services Center Construction	TBD
Total	\$350,000

**Bayhill Area**

The Bayhill Area DIF covers infrastructure items resulting from development in the Bayhill Area including on-site and off-site roadway facilities (i.e., traffic signals, traffic safety devices, street improvements, etc.); on-site and off-site bicycle, pedestrian, and other active transportation facilities; potable water facilities; water facilities to serve future development in the City including. As of June 30, 2025, \$4.3 million is available for future projects. The recommended spending plan for Fiscal Year 2026-27 is:

<b>Project Name</b>	<b>Est. requirement in 2026 dollars</b>
Bayhill Dr / ECR Bicycle and Pedestrian Improvements	\$150,000
Bayhill Dr / ECR Bicycle & Pedestrian Improvements Construction	TBD

**Housing Funds: Affordable Housing Fund and Below Market Rate Housing Fund**

The City of San Bruno has two separate Housing Funds, an Affordable Housing Fund (AH Fund) and a Below Market Rate Housing Fund (BMR Housing Fund). These funds were established at different points in time and have different revenue sources and permissible uses, as described below.

	<b>Balance</b>	<b>Source</b>	<b>Permissible Expenditures</b>	
Affordable Housing (AH) Fund	\$10 M	Impact Fees from <b>Non-Residential</b> Projects adding building area	SBMC 12.230.120: <b>Exclusively to provide affordable housing</b>	Reasonable administration and compliance monitoring
Below Market Rate (BMR) Housing Fund	\$4 M	In-lieu Fees from <b>Residential</b> projects that do not provide all inclusionary units on-site	SBMC 12.230.130: <b>Increase and improve the supply of affordable housing</b>	Reasonable administrative costs

**Affordable Housing Fund**

As described above, the City of San Bruno currently has approximately \$10 million in funds reserved in its AH Fund. As a general rule of thumb, the per-unit local subsidy required to construct one new deed-restricted affordable housing unit is over \$600,000 per unit. At that subsidy level, \$10 million would support the creation of approximately 14 to 16 new affordable units, depending on project structure and layering of other financing sources.

Permissible uses of the AH Fund are restricted by the City’s ordinance and by the Mitigation Fee Act, which requires that the fees be used to create new affordable housing units, leading towards constructing new deed-restricted affordable units or adding new deed restrictions onto existing market-rate housing units. Given the City’s progress on its RHNA obligation, the City has exceeded its low-income housing production target, and thus, staff recommends that the City prioritize the use of Affordable Housing (AH) funds to support the creation of very-low income (VLI) housing units.

Effective ways that the AH fund could support VLI unit production include:

- **Soft Subsidy for Affordable Housing Projects.** Affordable housing funds can be allocated towards providing a soft subsidy for affordable housing projects to increase either the number of affordable units or the depth of affordability of included units. AH funds can be allocated towards providing support as part of the funding stack for development projects.
- **Preservation Funding.** Another form of affordable housing production is through preservation of existing deed restricted or naturally occurring affordable housing. Funds are used to purchase and extend the affordability on existing affordable housing, or deed restrict naturally occurring affordable housing or convert market rate housing to deed-restricted affordable housing. Preservation creates affordable housing at a significantly lower cost than building new affordable housing and has become increasingly popular across the state.

Staff recommends that the City Council authorize staff to issue a Notice of Funding Availability (NOFA) by end of the year to receive applications for soft subsidies and housing preservation projects. Through the NOFA, funds can be made available on a rolling basis through an over-the-counter program that allows developers to apply for funds. Through this process, affordable housing developers typically combine City funds with private, state, and federal funding to support the creation of affordable housing units.

This soft subsidy could be used to unlock deeper levels of affordability in housing development projects, securing a greater share of very-low income units than might otherwise be provided under baseline project requirements.

Below Market Rate Housing Fund

The BMR Housing Fund has a balance of approximately \$4 million. Due to the fact that the BMR fund has a broader range of intended uses and is not subject to the Mitigation Fee Act, the BMR Fund has more flexibility than the AH Fund, including supporting housing programs like HIP Housing and LifeMoves that do not necessarily create new affordable housing units but increase housing security for the community. BMR Housing Funds can also be dedicated to regional resources like the ADU Resource Center and 21 Elements to support housing programs and policies.

The BMR fund has limited new revenues, as the City encourages provision of required affordable housing units onsite rather than payment of in-lieu fees. The City does anticipate revenue in the coming years, as the Crestmoor project received approval of an alternative affordable housing plan to provide all of its onsite affordable housing as affordable to moderate-income households, shifting the 8 low-income/16 moderate-income unit requirement to 24 moderate-income units. Increasing the provision of moderate-income units by the project aligns with the City’s RHNA needs and also results in a \$2.3 million contribution to the BMR Housing Fund from the developer to offset the reduced number of lower-income units.

**Use of BMR Housing Fund**

	<b>FY26 Contribution</b>	<b>Start of funding</b>	<b>Description</b>
HIP Housing	\$33,000	FY 12-13	San Mateo County organization focused on home sharing, self-sufficiency programs, and property development programs
LifeMoves	\$11,000	FY 15-16	Organization that helps individuals and families experiencing homelessness to find emergency housing and return to stable housing and self-sufficiency
HEART	\$39,899	FY 23-24	Provision of housing-related consulting services, including BMR compliance and policy development, to the City of San Bruno
ADU Resource Center	\$35,000	FY 25-26	Provides information, resources and tools to make it easier and less expensive for homeowners to build ADUs in San Mateo County.

21 Elements	\$3,200	FY 16-17	Collaboration of all 21 San Mateo County city and county governments, which supports jurisdictions in developing, adopting, and implementing local housing policies and programs
Veronica Tam and Associates	\$15,000	FY 25-26	Provides on-call technical assistance to staff in implementing the programs set forth in the Housing Element
<b>Annual Total</b>	<b>\$137,099</b>		

The table above reflects the adopted FY 2025-26 budget, and similar funding will be proposed for FY 2026-27.

Additional expenditures could also be made to support regional and locally adopted policies, such as the City’s adopted Housing Element and the MTC Transit Oriented Communities (TOC) Policy, as described below.

<b>Additional Programs</b>	<b>Annual Funding</b>	<b>Description</b>
Home Repair Program	~\$20,000	<b>Housing Element Program 1a and MTC TOC Preservation Policy 8.</b> Low- or no-interest loan or grant program to support lower-income households with making repairs or modifications to their residences.
Amnesty Program for Substandard Units and ADUs	~\$20,000	<b>MTC TOC Preservation Policy 8 and Housing Element Program 1b and 4b.</b> Amnesty program that supports bringing substandard units into compliance, waiving fines/fees within low resource areas, including ADUs.
Staff FTEs (0.2)	TBD	Staff to support administrative costs of managing the above programs

The expenditures suggested above are informational and do not require action on a budget decision as part of this item. Specific expenditure proposals will be incorporated into the FY 2026-27 budget. Staff also requests Council’s authorization to apply for Community Development Block Grant funding via the County of San Mateo’s FY 2027-28 to augment the amount of funding available for the Home Repair Program.

City Council may provide direction to modify the identified project list or funding allocations for FY 2026-27. On an annual basis Council will revisit eligible projects to confirm alignment with Council priorities and capital infrastructure needs.

**FISCAL IMPACT:**

There is no fiscal impact of this action. The spending plan will help to inform future capital improvement program and affordable housing program budget requests.

**ENVIRONMENTAL IMPACT:**

The action is not a project subject to CEQA. City Council's action is not considered a "Project" per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:**

Consider Approval of Eligible Project List for Fiscal Year 2026-27 to 2030-31 for Development Impact Fee Funds and Authorize the Community Development Department to release a Notice of Funding Availability to utilize the Affordable Housing Fund and to Apply for the County of San Mateo's Community Development Block Grant Funding Program

**ALTERNATIVES:**

1. Modify the list of eligible projects

**ATTACHMENTS:**

1. Annual Report on Impact Fees and Capacity Charges (AB1600) for the Fiscal Year Ended June 30, 2025

**City of San Bruno  
Development Impact Fee Report (AB1600)  
For the Fiscal Year Ended June 30, 2025**

This report details San Bruno's development impact fees (DIF) for Fiscal Year 2024-25 (FY25) as required by Government Code section 66000 et seq. (AB 1600). Note, this is not a budget document but aims to meet reporting requirements. It includes FY25 revenues and expenditures, and planned projects from the 2025-30 Capital Improvement Program. The report also summarizes revenue, expenditure activity, and fund balances since FY 2020-21 and provides a 5-year revenue test using the oldest funds first.

Government Code Section 66006 requires local agencies to submit annual and five-year reports detailing the status of development impact fees. The annual report must be made available to the public within 180 days after the last day of the fiscal year and must be presented to the public agency (City Council) at least 15 days after it is made available to the public.

This report summarizes the following information for each of the development fee programs:

1. A brief description of the fee program.
2. Beginning and ending balances of the fee program.
3. Amount of fees collected, interest earned, and transfers/loans.
4. Disbursement information (including interfund transfers/loans) and percentage of the project funded by fees.
5. A description of each interfund loan along with the date the loan will be repaid and the rate of interest.
6. The estimated date when projects will begin if sufficient revenues are available to construct the project.
7. Findings for each fee program.
8. Schedule of Fees.

Detailed information on development impact fee programs can be found in documents like the Nexus Studies and Capital Improvement Programs. The City does not allocate these fees to specific projects as they are collected; instead, they fund various capital improvement projects. No refunds were issued during the fiscal year as per Government Code Section 66001(e), nor any allocations under Section 66001(f).

## Presentation of Information by Fund

This report provides a comprehensive overview of fiscal year 2025 (FY25) financial activities by Fund. It begins with a summary of FY25 revenues and expenses, project disbursements, and planned projects for FY25, the subject of this report. Additionally, the report provides history for an additional four years' revenues, expenses, and fund balance to illustrate the collection and utilization of fees over time.

The report details the total FY25 project amounts funded from impact fees and the percentage financed through Development Impact Fee (DIF) sources. Additionally, the revenue table specifies the age of the total available revenue or fund balance by indicating the fiscal year in which the revenue was received. The five-year expenditure table outlines the allocation of collected revenue to various projects, demonstrating that older revenue is utilized before new funds on a First-in, First-out (FIFO) basis.

A standard line item for each City-administered fund is the Interest Earned/Market Gain/Loss. Although the City recorded unrealized gains/losses as part of the GASB31 requirement, the adjustment is not reflected in this report since the City typically holds its investments until maturity and does not anticipate realizing any of these gains/losses resulting from market fluctuations.

## **San Bruno Development Impact Fee Program Overview (five fee components)**

The San Bruno Development Impact Fee (DIF) Program was first adopted by the City Council in 2019 when the fee program nexus study was updated by the City's contracted consultant, Economic & Planning Systems, Inc with support from West Yost Associates and TKJM Transportation. The DIF Program Nexus Study includes the following components: community facilities, public safety facilities, general government, utilities, and transportation improvement for a total of five components to the DIF program. All revenue previously collected under the consolidated fee programs was transferred along with the obligation to provide facilities.

**1. Community Facilities DIF (Fund 160)**

The Ending Balance for June 30, 2025, reflects the balance on the City's records, and may include several different asset and liability accounts not depicted below, but which still affect the ending balance.

**GC section 66006(b)(1) requires the following annual findings:**

*(A) A brief description of the type of fee in the account or fund.*

The 2019 Nexus Study identified the need for new community facilities to serve future development in the City including a new recreation center, parks corporation yard, and library with an estimated cost of these new facilities totaling \$76.8 million in 2019 dollars. The Nexus Study also calculated future needs using the existing level of service, and allocated 18.6% of future facilities costs, or approximately \$14.3 million in 2019 dollars, to new development, assuming the same level is maintained.

*(B) The amount of the fee.*

Chapter 12.260 to Title 12 (Zoning) of the San Bruno Municipal Code established the community facilities development impact fee effective May 1, 2019. Each July 1 each rate is automatically adjusted to reflect the change in the California Construction Cost Index for San Francisco, California published by the Engineer News Record (or any successor to such index) during the twelve months prior to the February proceeding that July 1. However, the City Council may, by resolution, prevent any such adjustment from taking effect. Effective July 1, 2024 the fees are:

Table 1. Community Facilities DIF

<b>Community Facilities Development Impact Fee</b>	
<b>Land Use</b>	
<b>Residential</b>	
Single Family (per unit)	\$20,630.79
Multi Family (per unit)	\$19,233.38
<b>Non-Residential</b>	
Office (per sq. ft.)	\$11.55
Industrial (per sq.ft.)	\$4.59
Retail (per sq. ft)	\$7.45
Hotel (per room)	\$1,890.32

*(C) The beginning and ending balance of the account or fund. (D) The amount of the fees collected and the interest earned. (E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. (F) (i) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. (ii) An identification of each*

public improvement identified in a previous report pursuant to clause (i) and whether construction began on the approximate date noted in the previous report.

Table 2. – Community Facilities DIF Financial Report

5-year Revenues & Expenditures	Fiscal Year					Total Estimated Cost	DIF as % of Total Est. Cost	Approximate Year of Completion
	2020-21	2021-22	2022-23	2023-24	2024-25			
Beginning Available Balance, July 1st	\$ 73,728	\$ 78,508	\$ 102,416	\$6,873,597	\$4,478,135			
<b>Revenues</b>								
Development Impact Fee	4,301	23,307	8,820,830	274,147				
Transfer In					135,901			
Interest Allocation	479	601	70,667	159,098	120,957			
Total revenues	4,780	23,908	8,891,497	433,245	256,858			
<b>Expenditures</b>								
Florida Park	-	-	2,000,000	-	400,000	2,995,422	80.12%	2025
Centennial Plaza	-	-	42,765	891,259	85,000	1,669,024	61.06%	2025
Crestmoor Multi-Use Fields Facility Project	-	-	77,551	22,449	-	12,000,000	0.83%	2030
Recreation and Aquatic Center	-	-	-	1,830,000	-	62,420,000	2.93%	2024
Park Assessment Consultant	-	-	-	85,000	-	150,000	56.67%	2025
Posy Park Improvements	-	-	-	-	135,000	835,000	16.17%	2026
Civic Center Landscape Improvements	-	-	-	-	50,000	50,000	100.00%	2028
Total Expenditures	-	-	2,120,316	2,828,708	670,000	79,234,446	6.25%	
Increase/ (Decrease) Available Funds	4,780	23,908	6,771,182	(2,395,463)	(413,142)			
Ending Available Balance, June 30th	\$ 78,508	\$ 102,416	\$6,873,597	\$4,478,135	\$4,064,992			

(G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

All funds expended in 2022-23, 2023-24, and 2024-25 above were transferred from the Community Facilities DIF Fund to the Parks & Facilities Capital Improvement Fund.

(H) The amount of refunds made pursuant to subdivision (e) of Section 66001, the number of persons or entities identified to receive those refunds, and any allocations pursuant to subdivision (f) of Section 66001.

There were no refunds made pursuant to subdivision (e) of Section 66001.

**Government Code Section 60001(d) requires the following findings every five (5) years:**

(A) Identify the purpose to which the fee is to be put.

The purpose of the Community Facilities component of the DIF program is to fund the community facilities improvements necessary to serve new residential and nonresidential development in the City. New development in the City will increase the service population and, therefore, the need for new City facilities.

(B) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

The reasonable relationship between the Community Facilities component of the DIF program and the purpose for which it is charged is demonstrated in the *San Bruno Development Impact Fee Nexus Study - 2019*.

(C) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).

The sources and amounts of funding anticipated to complete the future community facilities are in the *San Bruno Development Impact Fee Nexus Study - 2019*. (shown in 2019 dollars).

(D) Designate the approximate dates on which the funding referred to in subparagraph is expected to be deposited into the appropriate account or fund.

Table 3 summarizes the age of funds deposited to the Community Facilities DIF Fund and their drawdown using the first-in, first-out method. The purpose of this chart is to demonstrate that funds collected are spent or committed to an eligible project within 5-years of collection.

Table 3. – Community Facilities DIF 5-year Use of Funds

<b>5-year Available Funds</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Current year funds	-	-	-	433,245	256,858
2-year old funds	-	-	6,873,597	4,044,889	433,245
3-year old funds	-	23,908	-	-	3,374,889
4-year old funds	4,780	4,780	-	-	-
5-year old funds	73,728	73,728	-	-	-
Available balance	\$ 78,508	\$ 102,416	\$6,873,597	\$4,478,135	\$4,064,992
<i>Beginning balance + Revenue - Expenditure (first-in, first-out)</i>					

**2. Public Safety DIF (Fund 161)**

The Ending Balance for June 30, 2025, reflects the balance on the City's records, and may include several different asset and liability accounts not depicted below, but which still affect the ending balance.

**GC section 66006(b)(1) requires the following annual findings:**

*(A) A brief description of the type of fee in the account or fund.*

The 2019 Nexus Study identified the need for new public safety facilities and equipment to serve future development in the City including: upgrades and additions to police and fire facilities, facilities for the emergency response planning and exercise department, technology upgrades, and vehicle costs totaling an estimated \$31.8 million in 2019 dollars, 18.6% or \$5.9 million of which is attributed to future growth.

*(B) The amount of the fee.*

Chapter 12.260 to Title 12 (Zoning) of the San Bruno Municipal Code established the public safety development impact fee effective May 1, 2019. Each July 1 each rate is automatically adjusted to reflect the change in the California Construction Cost Index for San Francisco, California published by the Engineer News Record (or any successor to such index) during the twelve months prior to the February proceeding that July 1. However, the City Council may, by resolution, prevent any such adjustment from taking effect. Effective July 1, 2024 the fees are:

Table 4. – Community Facilities DIF

<b>Public Safety Facilities Development Impact Fee</b>	
<b>Land Use</b>	
<b>Residential</b>	
Single Family (per unit)	\$ 1,531.95
Multi Family (per unit)	\$ 1,530.68
<b>Non-Residential</b>	
Office (per sq. ft.)	\$ 0.77
Industrial (per sq.ft.)	\$ 0.30
Retail (per sq. ft)	\$ 0.82
Hotel (per room)	\$ 127.45

*(C) The beginning and ending balance of the account or fund. (D) The amount of the fees collected and the interest earned. (E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. (F) (i) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. (ii) An identification of each public improvement identified in a previous report pursuant to clause (i) and whether construction began on the approximate date noted in the previous report.*

Table 5. – Public Safety DIF Financial Report

5-year Revenues & Expenditures	Fiscal Year					Total Estimated Cost	DIF as % of Total Est. Cost	Approximate Year of Completion
	2020-21	2021-22	2022-23	2023-24	2024-25			
Beginning Available Balance, July 1st	\$ 5,825	\$ 6,180	\$ 7,955	\$ 633,528	\$ 22,655			
<b>Revenues</b>								
Development Impact Fee	319	1,731	618,584	20,525	1,532			
Transfer In	-	-	-	125,000	-			
Interest Allocation	36	45	6,989	10,513	634			
Total revenues	355	1,775	625,573	156,038	2,166			
<b>Expenditures</b>								
Fire Station 51 Renovation	-	-	-	116,247	-	22,300,000	0.52%	2030
Fire Station 52 Replacement	-	-	-	395,664	-	67,340,000	0.59%	2030
Police Plaza Replacement	-	-	-	255,000	-	54,920,000	0.46%	TBD
Total Expenditures	-	-	-	766,911	-	144,560,000	0.00%	
Increase/ (Decrease) Available Funds	355	1,775	625,573	(610,873)	2,166			
Ending Available Balance, June 30th	\$ 6,180	\$ 7,955	\$ 633,528	\$ 22,655	\$ 24,821			

(G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

All funds expended in 2023-24 above were transferred from the Public Safety DIF Fund to the Parks & Facilities Capital Improvement Fund.

(H) The amount of refunds made pursuant to subdivision (e) of Section 66001, the number of persons or entities identified to receive those refunds, and any allocations pursuant to subdivision (f) of Section 66001.

There were no refunds made pursuant to subdivision (e) of Section 66001.

**Government Code Section 60001(d) requires the following findings every five (5) years:**

(A) Identify the purpose to which the fee is to be put.

The purpose of the Public Safety component of the DIF program is to fund the public safety improvements necessary to serve new residential and nonresidential development in the City. New development in the City will increase the service population and, therefore, the need for new City facilities.

(B) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

The reasonable relationship between the Public Safety component of the DIF program and the purpose for which it is charged is demonstrated in the *San Bruno Development Impact Fee Nexus Study - 2019*.

(C) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).

The sources and amounts of funding anticipated to complete the future public safety expenditures are in the *San Bruno Development Impact Fee Nexus Study - 2019*. (shown in 2019 dollars).

(D) Designate the approximate dates on which the funding referred to in subparagraph is expected to be deposited into the appropriate account or fund.

Table 6 summarizes the age of funds deposited to the Public Safety DIF Fund and their drawdown using the first-in, first-out method. The purpose of this chart is to demonstrate that funds collected are spent or committed to an eligible project within 5-years of collection.

Table 6. – Public Safety DIF Available Funds

<b>5-year Available Funds</b>					
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Current year funds	-	-	-	22,655	2,166
2-year old funds	-	-	625,573	-	22,655
3-year old funds	-	1,775	1,775	-	-
4-year old funds	355	355	355	-	-
5-year old funds	5,825	5,825	5,825	-	-
Available balance	<b>\$ 6,180</b>	<b>\$ 7,955</b>	<b>\$ 633,528</b>	<b>\$ 22,655</b>	<b>\$ 24,821</b>
<i>Beginning balance + Revenue - Expenditure (first-in, first-out)</i>					

**3. General Government DIF (Fund 162)**

The Ending Balance for June 30, 2025, reflects the balance on the City's records, and may include several different asset and liability accounts not depicted below, but which still affect the ending balance.

**GC section 66006(b)(1) requires the following annual findings:**

*(A) A brief description of the type of fee in the account or fund.*

The 2019 Nexus Study identified the need for new General Government facilities and equipment to serve future development in the City. In particular, cost estimates were developed for improvements to the City's Corporation Yard, a new City Hall building, technology upgrades, and city vehicle costs totaling \$42.4 million in 2019 dollars, of which 18.6% or \$7.9 million is attributed to future demands on public services due to growth.

*(B) The amount of the fee.*

Chapter 12.260 to Title 12 (Zoning) of the San Bruno Municipal Code established the general government development impact fee effective May 1, 2019. Each July 1 each rate is automatically adjusted to reflect the change in the California Construction Cost Index for San Francisco, California published by the Engineer News Record (or any successor to such index) during the twelve months prior to the February proceeding that July 1. However, the City Council may, by resolution, prevent any such adjustment from taking effect. Effective July 1, 2024 the fees are:

Table 7. – General Government DIF

<b>General Government Facilities Development Impact Fee</b>	
<b>Land Use</b>	
<b>Residential</b>	
Single Family (per unit)	\$ 2,167.94
Multi Family (per unit)	\$ 2,034.18
<b>Non-Residential</b>	
Office (per sq. ft.)	\$ 1.25
Industrial (per sq.ft.)	\$ 0.49
Retail (per sq. ft)	\$ 0.81
Hotel (per room)	\$ 203.17

*(C) The beginning and ending balance of the account or fund. (D) The amount of the fees collected and the interest earned. (E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. (F) (i) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. (ii) An identification of each public improvement identified in a previous report pursuant to clause (i) and whether construction began on the approximate date noted in the previous report.*

Table 8. – General Government DIF Financial Report

5-year Revenues & Expenditures	Fiscal Year					Total Estimated Cost	DIF as % of Total Est. Cost	Approximate Year of Completion
	2020-21	2021-22	2022-23	2023-24	2024-25			
Beginning Available Balance, July 1st	\$ 7,750	\$ 8,252	\$ 10,764	\$ 967,631	\$ 376,688			
<b>Revenues</b>								
Development Impact Fee	452	2,449	946,310	29,810	14,373			
Transfer In	-	-	-	-	22,808			
Interest Allocation	50	63	10,557	19,247	10,471			
<b>Total revenues</b>	<b>502</b>	<b>2,512</b>	<b>956,867</b>	<b>49,057</b>	<b>47,652</b>			
<b>Expenditures</b>								
Technology upgrades	-	-	-	190,000	-	6,800,227	2.79%	2030
City Hall replacement	-	-	-	450,000	-	91,000,000	0.49%	TBD
City Fleet EV Infrastructure Development and Implementation Project	-	-	-	-	190,000	1,026,708	18.51%	TBD
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>640,000</b>	<b>190,000</b>	<b>98,826,935</b>	<b>0.84%</b>	
Increase/ (Decrease) Available Funds	502	2,512	956,867	(590,943)	(142,348)			
Ending Available Balance, June 30th	\$ 8,252	\$ 10,764	\$ 967,631	\$ 376,688	\$ 234,341			

(G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

All funds expended in 2023-24 and 2024-25 above were transferred from the General Government DIF Fund to the Parks & Facilities Capital Improvement Fund.

(H) The amount of refunds made pursuant to subdivision (e) of Section 66001, the number of persons or entities identified to receive those refunds, and any allocations pursuant to subdivision (f) of Section 66001.

There were no refunds made pursuant to subdivision (e) of Section 66001.

**Government Code Section 60001(d) requires the following findings every five (5) years:**

(A) Identify the purpose to which the fee is to be put.

The purpose of the General Government component of the DIF program is to fund the improvements necessary to serve new residential and nonresidential development in the City. New development in the City will increase the service population and, therefore, the need for new City facilities.

(B) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

The reasonable relationship between the General Government component of the DIF program and the purpose for which it is charged is demonstrated in the *San Bruno Development Impact Fee Nexus Study - 2019*.

(C) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).

The sources and amounts of funding anticipated to complete the future general government expenditures are in the *San Bruno Development Impact Fee Nexus Study - 2019*. (shown in 2019 dollars).

(D) Designate the approximate dates on which the funding referred to in subparagraph is expected to be deposited into the appropriate account or fund.

Table 9 summarizes the age of funds deposited to the General Government DIF Fund and their drawdown using the first-in, first-out method. The purpose of this chart is to demonstrate that funds collected are spent or committed to an eligible project within 5-years of collection.

Table 9. – General Government DIF Available Funds

<b>5-year Available Funds</b>						
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	
Current year funds	-	-	-	376,688	47,652	
2-year old funds	-	-	-	-	186,688	
3-year old funds	-	-	-	-	-	
4-year old funds	-	-	-	-	-	
5-year old funds	-	-	-	-	-	
<b>Available balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 376,688</b>	<b>\$ 234,341</b>	
<i>Beginning balance + Revenue - Expenditure (first-in, first-out)</i>						

**4. Utility Facilities DIF (Fund 164)**

The Ending Balance for June 30, 2025, reflects the balance on the City's records, and may include several different asset and liability accounts not depicted below, but which still affect the ending balance.

**GC section 66006(b)(1) requires the following annual findings:**

*(A) A brief description of the type of fee in the account or fund.*

The 2019 Nexus Study identified the need for new utility facilities to serve future development in the City. In particular, cost estimates were developed for improvements to the City's water and storm drain systems totaling \$41.1 million in 2019 dollars, of which an average of 40% or \$16.6 million is attributed to future demands on public services due to growth.

*(B) The amount of the fee.*

Chapter 12.260 to Title 12 (Zoning) of the San Bruno Municipal Code established the utility facilities development impact fee effective May 1, 2019. Each July 1 each rate is automatically adjusted to reflect the change in the California Construction Cost Index for San Francisco, California published by the Engineer News Record (or any successor to such index) during the twelve months prior to the February proceeding that July 1. However, the City Council may, by resolution, prevent any such adjustment from taking effect. Effective July 1, 2024 the fees are:

Table 10. – Utility Facilities DIF

<b>Utility Facilities Development Impact Fee</b>	
<b>Land Use</b>	
<b>Residential</b>	
Single Family (per unit)	\$ 2,967.99
Multi Family (per unit)	\$ 2,786.27
<b>Non-Residential</b>	
Office (per sq. ft.)	\$ 2.30
Industrial (per sq.ft.)	\$ 1.44
Retail (per sq. ft)	\$ 14.30
Hotel (per room)	\$ 1,635.42

*(C) The beginning and ending balance of the account or fund. (D) The amount of the fees collected and the interest earned. (E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. (F) (i) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. (ii) An identification of each public improvement identified in a previous report pursuant to clause (i) and whether construction began on the approximate date noted in the previous report.*

Table 11. – Utility Facilities DIF Financial Report

5-year Revenues & Expenditures	Fiscal Year					Total Estimated Cost	DIF as % of Total Est. Cost	Approximate Year of Completion
	2020-21	2021-22	2022-23	2023-24	2024-25			
Beginning Available Balance, July 1st	\$ 10,612	\$ 11,300	\$ 14,739	\$ 1,676,977	\$ 331,358			
<b>Revenues</b>								
Development Impact Fee	619	3,353	1,644,156	162,793	19,686			
Interest Allocation	69	86	18,082	30,356	9,260			
Total revenues	688	3,439	1,662,238	193,149	28,946			
<b>Expenditures</b>								
Storm Drain System Improvements	-	-	-	1,538,768	-	16,740,000	9.19%	2030
Total Expenditures	-	-	-	1,538,768	-			
Increase/ (Decrease) Available Funds	688	3,439	1,662,238	(1,345,619)	28,946			
Ending Available Balance, June 30th	\$ 11,300	\$ 14,739	\$ 1,676,977	\$ 331,358	\$ 360,304			

(G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

All funds expended in 2023-24 above were transferred from the Utility Facilities DIF Fund to the Stormwater Capital Improvement Fund.

(H) The amount of refunds made pursuant to subdivision (e) of Section 66001, the number of persons or entities identified to receive those refunds, and any allocations pursuant to subdivision (f) of Section 66001.

There were no refunds made pursuant to subdivision (e) of Section 66001.

**Government Code Section 60001(d) requires the following findings every five (5) years:**

(A) Identify the purpose to which the fee is to be put.

The purpose of the Utility Facilities component of the DIF program is to fund the improvements necessary to serve new residential and nonresidential development in the City. New development in the City will increase the service population and, therefore, the need for new City administration facilities.

(B) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

The reasonable relationship between the Utility Facilities component of the DIF program and the purpose for which it is charged is demonstrated in the *San Bruno Development Impact Fee Nexus Study - 2019*.

(C) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).

The sources and amounts of funding anticipated to complete the future utility facilities expenditures are in the *San Bruno Development Impact Fee Nexus Study - 2019*. (shown in 2019 dollars).

(D) Designate the approximate dates on which the funding referred to in subparagraph is expected to be deposited into the appropriate account or fund.

Table 12 summarizes the age of funds deposited to the Utility Facilities DIF Fund and their drawdown using the first-in, first-out method. The purpose of this chart is to demonstrate that funds collected are spent or committed to an eligible project within 5-years of collection.

Table 12. – Utility Facilities DIF Available Funds

<b>5-year Available Funds</b>					
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Current year funds	-	-	-	193,149	28,946
2-year old funds	-	-	1,662,238	138,209	193,149
3-year old funds	-	3,439	3,439	-	138,209
4-year old funds	688	688	688	-	-
5-year old funds	10,612	10,612	10,612	-	-
<b>Available balance</b>	<b>\$ 11,300</b>	<b>\$ 14,739</b>	<b>\$ 1,676,977</b>	<b>\$ 331,358</b>	<b>\$ 360,304</b>
<i>Beginning balance + Revenue - Expenditure (first-in, first-out)</i>					

**5. Transportation DIF (Fund 163)**

The Ending Balance for June 30, 2025, reflects the balance on the City's records, and may include several different asset and liability accounts not depicted below, but which still affect the ending balance.

**GC section 66006(b)(1) requires the following annual findings:**

*(A) A brief description of the type of fee in the account or fund.*

The 2019 Nexus Study identified the need for new transportation facilities to serve future development in the City including. In particular, cost estimates were developed for improvements to the City's overcrossings, intersections, freeway on-ramps, and grade separation totaling \$190.9 million in 2019 dollars, of which an average of 20.3% or \$38.7 million is attributed to future demands on public services due to growth.

*(B) The amount of the fee.*

Chapter 12.260 to Title 12 (Zoning) of the San Bruno Municipal Code established the transportation development impact fee effective May 1, 2019. Each July 1 each rate is automatically adjusted to reflect the change in the California Construction Cost Index for San Francisco, California published by the Engineer News Record (or any successor to such index) during the twelve months prior to the February proceeding that July 1. However, the City Council may, by resolution, prevent any such adjustment from taking effect. Effective July 1, 2024 the fees are:

Table 13. – Utility Facilities DIF

<b>Transportation Facilities Development Impact Fee</b>	
<b>Land Use</b>	
<b>Residential</b>	
Single Family (per unit)	\$ 4,512.55
Multi Family (per unit)	\$ 3,491.67
<b>Non-Residential</b>	
Office (per sq. ft.)	\$ 9.30
Industrial (per sq.ft.)	\$ 3.72
Retail (per sq. ft)	\$ 11.98
Hotel (per room)	\$ 2,043.01

*(C) The beginning and ending balance of the account or fund. (D) The amount of the fees collected and the interest earned. (E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. (F) (i) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. (ii) An identification of each public improvement identified in a previous report pursuant to clause (i) and whether construction began on the approximate date noted in the previous report.*

Table 14. – Transportation DIF Financial Report

5-year Revenues & Expenditures	Fiscal Year					Total Estimated Cost	DIF as % of Total Est. Cost	Approximate Year of Completion
	2020-21	2021-22	2022-23	2023-24	2024-25			
Beginning Available Balance, July 1st	\$ 13,291	\$ 14,337	\$ 19,566	\$ 5,684,491	\$ 6,050,849			
<b>Revenues</b>								
Development Impact Fee	941	5,098	5,606,081	254,954	25,926			
Interest Allocation	105	132	58,844	148,904	166,783			
Total revenues	1,046	5,229	5,664,924	403,858	192,709			
<b>Expenditures</b>								
San Mateo Ave Streetscape Projects	-	-	-	37,500	-	10,066,793	0.37%	2026
Total Expenditures	-	-	-	37,500	-			
Increase/ (Decrease) Available Funds	1,046	5,229	5,664,924	366,358	192,709			
Ending Available Balance, June 30th	\$ 14,337	\$ 19,566	\$ 5,684,491	\$ 6,050,849	\$ 6,243,558			

(G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

All funds expended in 2023-24 above were transferred from the Transportation DIF Fund to the Streets Capital Improvement Fund.

(H) The amount of refunds made pursuant to subdivision (e) of Section 66001, the number of persons or entities identified to receive those refunds, and any allocations pursuant to subdivision (f) of Section 66001.

There were no refunds made pursuant to subdivision (e) of Section 66001.

**Government Code Section 60001(d) requires the following findings every five (5) years:**

(A) Identify the purpose to which the fee is to be put.

The purpose of the Transportation component of the DIF program is to fund the improvements necessary to serve new residential and nonresidential development in the City. New development in the City will increase the service population and, therefore, the need for new City administration facilities.

(B) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

The reasonable relationship between the Transportation component of the DIF program and the purpose for which it is charged is demonstrated in the *San Bruno Development Impact Fee Nexus Study - 2019*.

(C) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).

The sources and amounts of funding anticipated to complete the future transportation expenditures are in the *San Bruno Development Impact Fee Nexus Study - 2019*. (shown in 2019 dollars).

(D) Designate the approximate dates on which the funding referred to in subparagraph is expected to be deposited into the appropriate account or fund.

Table 15 summarizes the age of funds deposited to the Transportation DIF Fund and their drawdown using the first-in, first-out method. The purpose of this chart is to demonstrate that funds collected are spent or committed to an eligible project within 5-years of collection.

Table 15. – Transportation DIF Available Fund

<b>5-year Available Funds</b>					
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Current year funds	-	-	-	403,858	192,709
2-year old funds	-	-	5,664,924	5,646,991	403,858
3-year old funds	-	5,229	5,229	-	5,646,991
4-year old funds	1,046	1,046	1,046	-	-
5-year old funds	13,291	13,291	13,291	-	-
Available balance	<b>\$ 14,337</b>	<b>\$ 19,566</b>	<b>\$ 5,684,491</b>	<b>\$ 6,050,849</b>	<b>\$ 6,243,558</b>
<i>Beginning balance + Revenue - Expenditure (first-in, first-out)</i>					

**Bayhill Specific Plan Area Development Impact Fee Program Overview (Fund 165)**

The Bayhill Specific Plan Area Development Impact Fee (Bayhill Area DIF) Program was first adopted by the City Council in 2022 when the fee program nexus study was prepared by the City’s contracted consultants, Economic & Planning Systems, Inc and Fehr & Peers. Adopted by the San Bruno City Council in 2021, the Bayhill Specific Plan provides a land use and regulatory framework for redevelopment of Bayhill Office Center and adjacent Bayhill Shopping Center for higher-intensity development. The Bayhill Area DIF Nexus Study is based on the land use program and level of service standards and requirements described in the Bayhill Specific Plan (and supporting environmental documents) as well as current estimates of the infrastructure and improvement costs needed to accommodate these land uses and standards.

The Ending Balance for June 30, 2025, reflects the balance on the City's records, and may include several different asset and liability accounts not depicted below, but which still affect the ending balance.

**GC section 66006(b)(1) requires the following annual findings:**

*(A) A brief description of the type of fee in the account or fund.*

The 2022 Nexus Study identified the need for new infrastructure in the Bayhill Area to serve build-out of the Bayhill Specific Plan Area, consistent with the Bayhill Area DIF CIP. In particular, the Bayhill Area DIF covers the following infrastructure items: on-site and off-site roadway facilities (i.e., traffic signals, traffic safety devices, street improvements, etc.); on-site and off-site bicycle, pedestrian, and other active transportation facilities; potable water facilities; water facilities to serve future development in the City including.

In particular, cost estimates were developed for improvements in the Bayhill Area totaling \$45.6 million in 2022 dollars, of which an average of 29% or \$13.0 million is attributed to future demands on public services due to growth.

*(B) The amount of the fee.*

Chapter 12.265 to Title 12 (Zoning) of the San Bruno Municipal Code established the Bayhill Specific Plan Area Development Impact Fee. Each July 1 each rate is automatically adjusted to reflect the change in the California Construction Cost Index for San Francisco, California published by the Engineer News Record (or any successor to such index) during the twelve months prior to the February proceeding that July 1. However, the City Council may, by resolution, prevent any such adjustment from taking effect. Effective July 1, 2024 the fees are:

Table 16. – Bayhill Area DIF

<b>XII. Bayhill Specific Plan Area Development Impact Fee Rates</b>	
Subject to increase each July 1st based on CCI for San Francisco, as Published by ENR	
<b>Land Use</b>	<b>Fee Amount/Unit</b>
<b>Non-Residential</b>	
Office (per sq. ft.)	\$6.66
Retail (per sq. ft.)	\$35.01
Hotel (per hotel room)	\$6,189.78
<b>Multi Family Residential</b>	
Units equal to or less than 407 sq.ft. (per unit)	\$3,800.80
Units between 407-2,034 sq.ft. (per sq. ft.)	\$9.34
Units equal to or greater than 2,034 sq.ft. (per unit)	\$19,001.82
Fee includes a 5% administrative charge to cover cost of implementing and administering the Bayhill Area DIF Program	

(C) The beginning and ending balance of the account or fund. (D) The amount of the fees collected and the interest earned. (E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. (F) (i) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. (ii) An identification of each public improvement identified in a previous report pursuant to clause (i) and whether construction began on the approximate date noted in the previous report.

Table 17. – Bayhill Area DIF Financial Report

5-year Revenues & Expenditures	Fiscal Year					Total Estimated Cost	DIF as % of Total Est. Cost	Approximate Year of Completion
	2020-21	2021-22	2022-23	2023-24	2024-25			
Beginning Available Balance, July 1st	\$ -	\$ -	\$ -	\$ 4,335,605	\$ 4,190,939			
<b>Revenues</b>								
Development Impact Fee	-	-	4,278,488					
Interest Allocation	-	-	57,116	129,084	134,759			
Total revenues	-	-	4,335,605	129,084	134,759			
<b>Expenditures</b>								
Traffic Signal Installation	-	-	-	202,500	-	1,914,429	10.58%	2026
Bike & Pedestrian Improvement - Bayhill Dr & El Camino Real	-	-	-	71,250	-	1,595,357	4.47%	2026
Total Expenditures	-	-	-	273,750	-			
Increase/ (Decrease) Available Funds	-	-	4,335,605	(144,666)	134,759			
Ending Available Balance, June 30th	\$ -	\$ -	\$ 4,335,605	\$ 4,190,939	\$ 4,325,698			

*(G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.*

All funds expended in 2023-24 above were transferred from the Bayhill Area DIF Fund to the Streets Capital Improvement Fund.

*(H) The amount of refunds made pursuant to subdivision (e) of Section 66001, the number of persons or entities identified to receive those refunds, and any allocations pursuant to subdivision (f) of Section 66001.*

There were no refunds made pursuant to subdivision (e) of Section 66001.

**Government Code Section 60001(d) requires the following findings every five (5) years:**

*(A) Identify the purpose to which the fee is to be put.*

The purpose of the Bayhill Area DIF program is to fund the improvements necessary to serve new residential and nonresidential development in the Plan Area. New development in the Bayhill Specific Plan Area will increase the service population and, therefore, the need for new City facilities.

*(B) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.*

The reasonable relationship between the Bayhill Area DIF program and the purpose for which it is charged is demonstrated in the *Bayhill Specific Plan Area Development Impact Fee - 2022*.

*(C) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).*

The sources and amounts of funding anticipated to complete the future transportation expenditures are in the *Bayhill Specific Plan Area Development Impact Fee - 2022*. (shown in 2022 dollars).

*(D) Designate the approximate dates on which the funding referred to in subparagraph is expected to be deposited into the appropriate account or fund.*

Table 18 summarizes the age of funds deposited to the Bayhill Area DIF Fund and their drawdown using the first-in, first-out method. The purpose of this chart is to demonstrate that funds collected are spent or committed to an eligible project within 5-years of collection.

Table 18. – Bayhill Area DIF Available Fund

<b>5-year Available Funds</b>					
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Current year funds	-	-	4,335,605	129,084	134,759
2-year old funds	-	-	-	4,061,855	129,084
3-year old funds	-	-	-	-	4,061,855
4-year old funds	-	-	-	-	-
5-year old funds	-	-	-	-	-
Available balance	\$ -	\$ -	\$ 4,335,605	\$ 4,190,939	\$ 4,325,698
<i>Beginning balance + Revenue - Expenditure (first-in, first-out)</i>					

**Affordable Housing Development Impact Fee Program Overview (Fund 138)**

The Affordable Housing Development Impact Fee Program was adopted by the City Council in 2015 when two fee program nexus studies prepared in coordination with the 21 Elements multi-city nexus study, a collaborative effort to mitigate the impacts of new development on the demand for affordable housing in San Mateo County. In February 2014, the local jurisdictions in San Mateo County partnered to hire Strategic Economics and Vernazza Wolfe Associates, Inc. to develop nexus studies for commercial linkage fees and residential impact fees. The preparation of these fee studies resulted in the adoption of new impact fees on residential and commercial developments in San Bruno.

The Ending Balance for June 30, 2025, reflects the balance on the City's records, and may include several different asset and liability accounts not depicted below, but which still affect the ending balance.

**GC section 66006(b)(1) requires the following annual findings:**

*(A) A brief description of the type of fee in the account or fund.*

The 2015 Nexus Studies identified the need for new housing in the City to meet its Regional Housing Needs Allocation. In particular, the nexus studies identified the need for below market rate housing as the result of market rate growth in both residential and commercial sectors. The Affordable Housing DIF provides funding for the City to produce, directly or indirectly, new below market rate housing units.

*(B) The amount of the fee.*

Chapter 12.230 to Title 12 (Zoning) of the San Bruno Municipal Code established the Affordable Housing Program.. Each July 1 each rate is automatically adjusted to reflect the change in the California Construction Cost Index for San Francisco, California published by the Engineer News Record (or any successor to such index) during the twelve months prior to the February proceeding that July 1. However, the City Council may, by resolution, prevent any such adjustment from taking effect. Effective July 1, 2024 the fees are:

Table 19. – Affordable Housing DIF

XIII. Affordable Housing Fee	
Subject to increase each July based on CCI for San Francisco, as published by ENR	
Type of Residential Unit	Fee per Square Foot of Net New Residential Floor Area
Single-Family Detached Home	\$37.85
Condominiums	\$35.05
Apartments	\$35.05
Nonresidential Use	Fee per Square Foot of Net New Non-Residential Floor Area
Hotel	\$17.52
Retail, Restaurants and Services	\$8.76
Office, Medical Office and Research and Development Uses	\$17.52

(C) The beginning and ending balance of the account or fund. (D) The amount of the fees collected and the interest earned. (E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. (F) (i) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. (ii) An identification of each public improvement identified in a previous report pursuant to clause (i) and whether construction began on the approximate date noted in the previous report.

Table 20. – Affordable Housing DIF Financial Report

5-year Revenues & Expenditures	Fiscal Year					Total Estimated Cost	DIF as % of Total Est. Cost	Approximate Year of Completion
	2020-21	2021-2022	2022-23	2023-24	2024-25			
Beginning Available Balance, July 1st	\$ -	\$ -	\$ -	\$ 9,807,610	\$ 10,070,343			
<b>Revenues</b>								
Development Impact Fee	-	-	9,704,825					
Interest Allocation	-	-	102,785	262,733	287,254			
Total revenues	-	-	9,807,610	262,733	287,254			
<b>Expenditures</b>								
Impact Fee Expenditures	-	-	-	-	-			
Total Expenditures	-	-	-	-	-			
Increase/ (Decrease) Available Funds	-	-	9,807,610	262,733	287,254			
Ending Available Balance, June 30th	\$ -	\$ -	\$ 9,807,610	\$ 10,070,343	\$ 10,357,597			

(G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There were no funds expended in 2023-24.

*(H) The amount of refunds made pursuant to subdivision (e) of Section 66001, the number of persons or entities identified to receive those refunds, and any allocations pursuant to subdivision (f) of Section 66001.*

There were no refunds made pursuant to subdivision (e) of Section 66001.

**Government Code Section 60001(d) requires the following findings every five (5) years:**

*(A) Identify the purpose to which the fee is to be put.*

The purpose of the Affordable Housing DIF program is to fund below market rate housing as the result of market rate growth in both residential and commercial sectors. The Affordable Housing DIF provides funding for the City to produce, directly or indirectly, new below market rate housing units.

*(B) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.*

The reasonable relationship between the Affordable Housing DIF program and the purpose for which it is charged is demonstrated in the *Residential Impact Fee Nexus Study – 2015* and the *Commercial Linkage Fee Nexus Study – 2015*.

*(C) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).*

The sources and amounts of funding anticipated to complete the future housing expenditures are in the *Residential Impact Fee Nexus Study – 2015* and the *Commercial Linkage Fee Nexus Study – 2015* (shown in 2015 dollars).

*(D) Designate the approximate dates on which the funding referred to in subparagraph is expected to be deposited into the appropriate account or fund.*

Table 21 summarizes the age of funds deposited to the Affordable DIF Fund and their drawdown using the first-in, first-out method. The purpose of this chart is to demonstrate that funds collected are spent or committed to an eligible project within 5-years of collection.

Table 21. – Affordable Housing DIF Available Fund

<b>5-year Available Funds</b>					
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Current year funds	-	-	-	262,733	287,254
2-year old funds	-	-	9,807,610	9,807,610	262,733
3-year old funds	-	-	-	-	9,807,610
4-year old funds	-	-	-	-	-
5-year old funds	-	-	-	-	-
Available balance	\$ -	\$ -	\$ 9,807,610	\$10,070,343	\$10,357,597
<i>Beginning balance + Revenue - Expenditure (first-in, first-out)</i>					

**Water and Wastewater Capacity Fee Program Overview**

The City provides water and wastewater to over 11,000 residential, commercial, institutional, and light industrial accounts. The City levies water and sewer development impact fees on new or expanded water and sewer system connections. These charges are levied as a condition of development or change in use and are designed to recover the cost of capacity in infrastructure and assets benefitting new development. The *Water & Sewer Capacity Charge Update Study - 2017* referred to the City’s water and sewer development impact fees as “capacity charges,” in line with the terminology used in California Government Code. Capacity charges are one-time fees paid up-front as a condition of new development or expansion. Capacity charges are separate from the City’s water and wastewater service rates. New connections begin paying the City’s water and wastewater rates after paying their capacity charge and becoming ongoing customers.

The Ending Balance for June 30, 2025, reflects the balance on the City's records, and may include several different asset and liability accounts not depicted below, but which still affect the ending balance.

**GC section 66006(b)(1) requires the following annual findings:**

(A) *A brief description of the type of fee in the account or fund.*

The *Water & Sewer Capacity Charge Update Study – 2017* was conducted by Bartel Wells Associates, for charges are levied as a condition of development or change in use and are designed to recover the cost of capacity in infrastructure and assets benefitting new development.

(B) *The amount of the fee.*

Capacity charges are adopted by resolution. Each July 1 each rate is automatically adjusted to reflect the change in the California Construction Cost Index for San Francisco, California published by the Engineer News Record (or any successor to such index) during the twelve months prior to the February proceeding that July 1. However, the City Council may, by resolution, prevent any such adjustment from taking effect. Effective July 1, 2024 the fees are:

Table 22. – Water Capacity Charges

Water Capacity Charge	
<b>Residential (Capacity charge per residential dwelling unit)</b>	
Single-Family or Duplex	\$8,080
Multi-Family (3 or more dwelling units)	\$5,252
<b>Non-Residential (Capacity charge based on water meter size including irrigation meters)</b>	
3/4 Inch Meter	\$8,080
1 Inch Meter	\$13,455
1 1/2 Inch Meter	\$26,950
2 Inch Meter	\$43,113
3 Inch Meter	\$80,811
4 Inch Meter	\$134,671
6 Inch Meter	\$269,385
8 Inch Meter	\$431,010

Table 23. – Wastewater Capacity Charges

<b>Wastewater/ Sewer Capacity Charge</b>	
<b>Residential (Capacity charge per residential dwelling unit)</b>	
Single-Family or Duplex	\$7,056
Multi-Family (3 or more dwelling units)	\$5,644
<b>Non-Residential (Capacity charge based on water meter size including irrigation meters)</b>	
3/4 Inch Meter	\$7,056
1 Inch Meter	\$11,761
1 1/2 Inch Meter	\$23,523
2 Inch Meter	\$37,636
3 Inch Meter	\$70,569
4 Inch Meter	\$117,616
6 Inch Meter	\$235,230
8 Inch Meter	\$376,368

*C) The beginning and ending balance of the account or fund. (D) The amount of the fees collected and the interest earned. (E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. (F) (i) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. (ii) An identification of each public improvement identified in a previous report pursuant to clause (i) and whether construction began on the approximate date noted in the previous report.*

Table 24. – Water Capacity Charges Financial Report

5-year Revenues & Expenditures	Fiscal Year				
	2020-21	2021-22	2022-23	2023-24	2024-25
<b>Beginning Available Balance, July 1st</b>	<b>\$ 379,205</b>	<b>\$ 94,331</b>	<b>\$ 68,994</b>	<b>\$ 318,079</b>	<b>\$ 207,352</b>
<b>Revenues</b>					
Water Capacity Charges	129,609	115,924	675,035	171,447	2,276,247
Interest Allocation	1,919	2,104	22,180	11,145	161,819
<b>Total Revenues</b>	<b>131,528</b>	<b>118,028</b>	<b>697,215</b>	<b>182,592</b>	<b>2,437,865</b>
<b>Expenditures</b>					
Advanced Water Meter (84132)	62,888	153	7,315	440	-
Well No. 15 Replacement (84709)	2,853	7,788	4,899	6,072	65,019
Tank No. 1 Improvement and Replacement (85100)	199	233	3,917	44,300	15,588
Sweeney Ridge Tank Replacement (11022)	15,179	16,816	3,090	2,003	27,404
Princeton Tank Replacement (11023)	-	-	54	3,889	3,497
Commodore Tank Replacement (11024)	-	-	1,508	4,158	1,470
Water Main Improvement - Ave No. 1-1 (84153)	1,375	-	-	-	-
Water Main Improvement - Ave No. 1-2 (11002)	1,563	5	-	-	-
Lake Drive Pump Station Impr (11003)	8,463	1,448	14,422	6,802	4,885
Sneath Lane Pump Station (11004)	7,254	4,930	25,521	6,407	5,016
Whitman Pump Station Generator (11012)	6,087	437	335	1,339	4,537
Princeton Pump Station (11021)	455	365	55	1,247	3,373
Arbor Court Pressure Regulator Relacemt (11005)	-	-	-	-	-
Rollingwood Pressure Regulator Rehab (11016)	124	-	-	342	151
Oakmont Pressure Regulator Rehab (11017)	1,428	47,593	466	1,683	4,234
Cunningham Pressure Regulator Replacemt (11018)	-	-	-	437	294
Glenview Pressure Regulator Replacemt (11019)	-	104	-	95	821
Water Main Improvement - San Antonio Ave (11006)	5	-	-	-	-
Corp Yard Well (17) Rehab (84707)	6,411	-	685	-	-
Lions Field Well (20) Rehabilitation (11013)	-	-	-	4,865	6,642
City Park Well (18) Rehab (11014)	-	-	11,561	-	-
Forest Lane Well Rehab (16) (11015)	25,535	-	-	1,123	11,894
S. Westside Basin Groundwater Mgmt Study (84715)	-	-	-	-	-
Ave No. 1-3 Water Main Improvement (11007)	257,109	47,593	-	-	-
Ave No. 2-1 Water Main Improvement (11008)	5,783	591	1,263	7,071	36,947
Ave No. 3-1 Water Main Improvement (11009)	4,316	5,916	363,636	167,328	-
Ave No. 3-2 Water Main Improvement (11010)	9,396	9,396	9,396	17,790	18,215
Water Quality Well System Upgrade & Sweeney Rdg Tank (11025)	-	-	9	15,948	-
Ave No. 2-3 Water Main Improvement (11026)	-	-	-	-	5,580
<b>Total Expenditures</b>	<b>416,402</b>	<b>143,365</b>	<b>448,130</b>	<b>293,319</b>	<b>215,567</b>
<b>Increase/ (Decrease) Available Funds</b>	<b>(284,874)</b>	<b>(25,337)</b>	<b>249,085</b>	<b>(110,727)</b>	<b>2,222,298</b>
<b>Ending Available Balance, June 30th</b>	<b>\$ 94,331</b>	<b>\$ 68,994</b>	<b>\$ 318,079</b>	<b>\$ 207,352</b>	<b>\$ 2,429,650</b>

Table 25. – Wastewater Capacity Charges Financial Report

5-year Revenues & Expenditures	Fiscal Year				
	2020-21	2021-22	2022-23	2023-24	2024-25
<b>Beginning Available Balance, July 1st</b>	<b>\$(2,363,226)</b>	<b>\$(2,629,457)</b>	<b>\$(2,739,498)</b>	<b>\$(2,472,618)</b>	<b>\$(2,786,298)</b>
<b>Revenues</b>					
Sewer Capacity Charges	148,730	101,231	681,602	120,059	2,299,584
Interest Allocation	1,926	1,566	20,228	7,701	143,371
<b>Total Revenue</b>	<b>150,656</b>	<b>102,797</b>	<b>701,830</b>	<b>127,760</b>	<b>2,442,955</b>
<b>Expenditures</b>					
Wastewater Main Improvement-Ave No. 1-1 (84343)	1,373	-	-	-	-
Wastewater Main Improvement-Ave No. 1-2 (31001)	1,601	-	-	-	-
Crestmoor Pump Station (31003)	163	11,529	-	-	-
Crestwood Pump Station (31004)	1	101	14,339	7,575	5,646
Lomita Pump Station (31005)	580	10,507	-	-	-
Wastewater Main Improvement-Crestwood Dr. (31006)	1	-	13,611	67,544	5,646
Water Quality Control Plant by SSF (85708)	132,574	28,915	149,064	-	-
San Antonio Ave Sewer Main Improv (31007)	18	5	-	-	-
Ave No. 1-3 Sewer Main Improv (31008)	253,390	81,108	-	-	-
Ave No. 2-1 Sewer Main Improv (31009)	12,239	69,707	5,034	16,797	237,210
Ave No. 2-2 Sewer Main Improv (31010)	11,410	5,128	4,056	15,491	-
Ave No. 2-3 Sewer Main Improv (31011)	-	-	695	32,971	23,002
Ave No. 3-1 Sewer Main Improv (31012)	3,530	5,838	245,722	270,340	-
Ave No. 3-2 Sewer Main Improv (31013)	8	-	1,098	15,429	15,864
Earl/Glenview Ave Sewer Main Improv (31015)	-	-	1,331	11,429	13,215
Shelter Creek Lane Sewer Main Improvement (31016)	-	-	-	3,863	20,400
<b>Total Expenditures</b>	<b>416,887</b>	<b>212,838</b>	<b>434,950</b>	<b>441,440</b>	<b>320,983</b>
<b>Increase/ (Decrease) Available Funds</b>	<b>(266,231)</b>	<b>(110,042)</b>	<b>266,880</b>	<b>(313,680)</b>	<b>2,121,972</b>
<b>Ending Available Balance, June 30th</b>	<b>\$(2,629,457)</b>	<b>\$(2,739,498)</b>	<b>\$(2,472,618)</b>	<b>\$(2,786,298)</b>	<b>\$ (664,326)</b>

(G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There were no interfund transfers or loans made from the capacity charge funds.

(H) The amount of refunds made pursuant to subdivision (e) of Section 66001, the number of persons or entities identified to receive those refunds, and any allocations pursuant to subdivision (f) of Section 66001.

There were no refunds made pursuant to subdivision (e) of Section 66001.

**Government Code Section 60001(d) requires the following findings every five (5) years:**

(A) Identify the purpose to which the fee is to be put.

The City levies water and sewer development impact fees on new or expanded water and sewer system connections. These charges are levied as a condition of development or change in use and are designed to recover the cost of capacity in infrastructure and assets benefitting new development. Ten (10) percent of all water and wastewater capital expenditures are attributed to address future capacity needs resulting from development.

(B) *Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.*

The reasonable relationship between the water and wastewater capacity charges and the purpose for which it is charged is demonstrated in the *Water & Sewer Capacity Charge Update Study - 2017*.

(C) *Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).*

The sources and amounts of funding anticipated to complete the future housing expenditures are in the *Water & Sewer Capacity Charge Update Study - 2017*. (shown in 2017 dollars).

(D) *Designate the approximate dates on which the funding referred to in subparagraph is expected to be deposited into the appropriate account or fund.*

Tables 24 and 25 demonstrates that the City's capital improvement program actively utilize funds deposited into the respective water and wastewater capacity charge accounts. Tables 26 and 27 provide the Fiscal Year 2025-26 capital improvement program further demonstrating that capacity charges are spent at a pace faster than collected.

Table 26. – Water Capital Improvement Program

<b>Future Capital Funding Requirements</b>			
<b>Project</b>	<b>2025-26 Project Budget</b>	<b>10% of Budget Provided by Capacity Charges</b>	
	-	-	
Acappella Well Project	5,712,690	571,269	
Water Mains Improvement and Replacement	(516,894)	(51,689)	
Pressure Regulator Station Improvements & Replacement	1,707,127	170,713	
Pump Stations Improvement and Replacement	9,661,957	966,196	
Water Tanks Improvement and Replacement	28,772,943	2,877,294	
Well Replacement and Rehabilitation	194,456	19,446	
Water Quality Well System Upgrades & Sweeney Ridge Tank Chlorine Generator Installation	452,452	45,245	
Water Storage Tank Refurbishment	3,600,000	360,000	
<b>Total Capital Improvement Program</b>	<b>45,984,731</b>	<b>4,598,473</b>	

Table 27. - Wastewater Capital Improvement Program

<b>Future Capital Funding Requirements</b>		
<b>Project</b>	<b>2025-26 Project Budget</b>	<b>10% of Budget Provided by Capacity Charges</b>
Wastewater Pump Stations Improvement and Replacement	7,000,091	700,009
Wastewater Mains Improvement and Replacement	13,123,158	1,312,316
Water Quality Control Plant by SSF	16,053,039	1,605,304
Sewer Master Plan	209,324	20,932
<b>Total Capital Improvement Program</b>	<b>\$36,385,612</b>	<b>\$ 3,638,561</b>



**City Council Agenda Item**  
**Staff Report**

CITY OF SAN BRUNO

**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Peter Gilli, Community Development Director

**SUBJECT:** Consider Approval of Zoning Adjustments, Two Public Art Projects, Focused Street Light Improvements, and Minor Paseo Improvement as the Downtown Improvement Initiative for Fiscal Year 2026-27

**BACKGROUND:**

On February 10, 2026, the City Council adopted Strategic Initiatives for the FY27 budget, including an initiative for downtown improvements. On March 24, 2026, City Council provided additional feedback on this initiative.

**DISCUSSION:**

The following reflects what staff believes was the City Council consensus regarding the Downtown Improvement Initiative:

Action	Description	Schedule	Estimated Cost
<b>Zoning Adjustments</b>	Related to allowed uses, storefronts, façade improvements, and maintenance with the intent to improve activity and aesthetics	<ul style="list-style-type: none"> <li>Tentative joint study session: <i>May 19, 2026</i></li> <li>Public hearings: <i>late summer/early fall 2026</i></li> </ul>	Part of FY27 operational budget
<b>Two Public Art Projects</b>	Centennial Plaza mural	<ul style="list-style-type: none"> <li>Call to Artists and Selection Process: <i>May – July 2026</i></li> <li>Installation: <i>August – October 2026</i></li> </ul>	Part of FY27 operational budget
	Second downtown art project as recommended by the Culture and Arts Commission and approved by City Council	<ul style="list-style-type: none"> <li>Call to Artists and Selection Process: <i>August – December 2026</i></li> <li>Installation: <i>January – May 2027</i></li> </ul>	

<b>Focused Street Light Improvement</b>	2-3 new or repaired light standards (solar if possible) at the Posy Park end of the Avenue	<ul style="list-style-type: none"> <li>• Procurement and delivery: <i>August – December 2026</i></li> <li>• Installation: <i>January – May 2027</i></li> </ul>	Up to <b>\$75,000</b> – less if repairs are sufficient to provide lighting
<b>Minor Paseo Improvement</b>	Design and installation of limited paseo improvements to the paseo receiving the private mural	<ul style="list-style-type: none"> <li>• Design of paseo: <i>August 2026 – March 2027</i></li> <li>• Installation: <i>July – December 2027</i></li> </ul>	<b>\$300,000</b> to <b>\$600,000</b> – depending on the scope of the improvement

**FISCAL IMPACT:**

There is no direct fiscal impact with this agenda item, but the action items will result in one-time impacts to City funds, which will be incorporated into the proposed FY27 budget. The action items should result in modest indirect fiscal benefits.

**ENVIRONMENTAL IMPACT:**

This agenda item is not a project under the California Environmental Quality Act (CEQA). The combined outcome of this initiative would qualify for an exemption under CEQA.

**RECOMMENDATION:**

Consider Approval of Zoning Adjustments, Two Public Art Projects, Focused Street Light Improvements, and Minor Paseo Improvement as the Downtown Improvement Initiative for Fiscal Year 2026-27, with a maximum allocation of \$300,000 for the paseo improvement.



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** April 14, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Matthew Lee, P.E., Public Works Director  
Ana Morales, Management Analyst

**SUBJECT:** Provide Direction for the Street Sweeping Program Analysis

**BACKGROUND:**

On March 24, 2026, the City Council received a presentation on the proposed scope of the FY2026–27 City Council Initiative: Street Sweeping Program Analysis (Attachment 1). The presentation provided an overview of the historical development of the City’s street sweeping program, current operating conditions, available trash generation and enforcement data, peer agency practices, and a proposed framework for a comprehensive evaluation. As presented, the proposed scope included four areas of analysis: regulatory compliance, parking enforcement and regulatory signage, operational efficiency, and community feedback, including equity considerations. The effort was framed as a system-level review intended to better understand how street sweeping operations, parking restrictions, enforcement practices, and community impacts interact over time. The estimated cost of the comprehensive evaluation was approximately \$600,000.

The presentation also built on the City’s prior regulatory review. As documented in the May 7, 2024, memorandum to City Council (Attachment 2), no State, County, or Federal law specifically requires the City to operate and maintain a street sweeping program under the current Municipal Regional Permit (MRP) framework. However, the memorandum concluded that street sweeping remains an important stormwater Best Management Practice (BMP) that supports trash load reduction and broader water quality compliance efforts. It also noted that changes to the existing program would require additional study to understand potential compliance risks and operational impacts. At that time, the City had reported meeting the Water Board’s 90% trash load reduction benchmark for FY 2022–23. In Fall 2025, the City achieved the required 100% trash load reduction benchmark and continues to maintain compliance.

Discussion of the item reflected an overall understanding of the program’s history and current conditions, while also highlighting a range of perspectives on how best to move forward. Consideration of the proposed comprehensive effort shifted toward questions related to cost, near-term practicality, and whether a more focused approach could address key concerns without undertaking a full-scale evaluation. While earlier discussions and public feedback had emphasized concerns related to equity and uneven impacts, the conversation placed greater emphasis on operational efficiency, potential adjustments to service levels or schedules, targeted review of higher trash-generating areas, and opportunities to improve cost effectiveness.

Overall, the discussion reflected differing perspectives on how the issue should be defined and addressed. Considerations included operational effectiveness, cost efficiency, parking enforcement practices, and broader program design. Some perspectives favored a more focused effort centered on operational efficiency and regulatory considerations, while others noted that community concerns have historically been associated with parking restrictions, citations, and perceived uneven impacts rather than sweeping performance alone. It was also acknowledged that the current program is meeting regulatory compliance requirements, and that operational changes would not be driven by a compliance deficiency. At the conclusion of the item, staff was directed to return with a more limited and refined scope for further consideration.

**DISCUSSION:**

The discussion from the March 24 Study Session reflected multiple perspectives on how the street sweeping issue is framed and how the City should proceed. While the original presentation was structured to first establish a shared understanding of the problem before identifying solutions, the discussion gravitated toward potential operational responses, particularly in light of the estimated cost of a comprehensive analysis. This shift indicates a preference for a more focused approach; however, it also highlights that the specific problem the City Council intends to solve has not yet been clearly defined. Without that clarity, there is a risk of advancing a solution that improves one aspect of the program while leaving other concerns unresolved.

From a Stormwater regulatory standpoint, the City is currently in compliance. As reflected in the May 7, 2024, memorandum, street sweeping is not expressly mandated under the current MRP, but it remains an important BMP that contributes to compliance with trash reduction requirements. That memorandum also established that San Bruno had already met the applicable 90% trash load reduction benchmark for FY 2022–23 and is currently fully compliant with MRP trash reduction requirements. Any changes to the existing program would require additional analysis to determine whether compliance risks would increase. Accordingly, staff does not view the current issue as one driven by an immediate regulatory deficiency requiring corrective action.

Based on the presentation, staff’s analysis, and the range of perspectives discussed, the most immediate area of interest of City Council appears to be whether the current street sweeping program is being administered in the most cost-efficient and effective manner given present-day conditions. This includes consideration of whether service frequency could be refined, whether certain areas with moderate or high trash generation outside currently signed locations warrant additional review, whether existing City and county data can support a more targeted operational analysis, and whether any adjustments could improve long-term cost efficiency without introducing compliance risks. This represents a more focused line of inquiry than the originally proposed comprehensive evaluation, which was intended to assess the full system rather than a subset of operational considerations.

Historically, the issue has periodically re-emerged in connection with how parking restrictions and enforcement are used to support street sweeping operations. In that respect, the experience of the program in the community is shaped not only by the service itself, but also by the tools used to enable it. This indicates that the issue extends beyond operations and also intersects with parking and citation practices. Addressing that broader relationship would require a more comprehensive, system-level evaluation, which was the intent of the originally proposed comprehensive scope.

Based on the direction of the discussion, the goal is now shifting, instead being framed as improving operational efficiency issue of the street sweeping program. A more targeted approach could evaluate operational performance, such as changes to service delivery based on regulatory requirements, while acknowledging the limitations of that scope. Specifically, focusing solely on operational efficiency does not fully address related impacts that have emerged over time, including parking restrictions, citation patterns, and broader concerns regarding perceived fairness across neighborhoods. As documented in the March 24 staff report, the City has made iterative operational adjustments over the past 40+ years; however, those changes have not resolved the recurring concern that impacts are experienced differently across the community. While a narrowed effort would focus on operational efficiency, staff intends to incorporate the San Mateo County's Equity Assessment Framework as a safeguard to ensure that any operational changes do not inadvertently exacerbate existing impacts to the community.

Reducing street sweeping frequency does not automatically reduce costs. It is also unclear at this stage whether any changes would result in meaningful net savings or simply shift costs elsewhere. Most of the program's costs are fixed—staff, equipment, and baseline operations—so any savings would likely be limited to fuel and offset of maintenance costs to the streets division. There are currently two major unknowns, which will require further analysis. First, the reduced sweeping frequency's impact on regulatory stormwater compliance. If compliance drops, the City could be required to add costly measures like trash capture devices and service them. This could outweigh any savings. Second, the current routes are interconnected, so changing the frequency in one area would require reworking the entire system, including schedules and potentially updates to a large number of signs to remain enforceable and the public outreach associated with the changes.

The Council discussion on March 24 highlighted that there were several ways to define the issue, goals, and approach. Staff's original recommendation was to take a step back and evaluate the full system before making changes. Council preferred a more focused, cost-conscious approach at this time. That direction can be supported, however, it should be understood that a narrower effort would address specific aspects of the program rather than the full range of considerations identified in the broader review.

Options for consideration include:

**1. Maintain the Current Program**

Continue the existing street sweeping program as currently structured, recognizing that the City is meeting regulatory requirements and that no immediate compliance-driven changes are necessary. There is no additional cost to pursue this option.

**2. Pursue a Targeted Operational Review as an FY 2026-27 City Council Initiative**

Focus on operational efficiency and related regulatory considerations to evaluate whether service levels or schedules can be refined in a more cost-effective manner. The San Mateo County's Equity Assessment Framework would be leveraged to safeguard against additional operational changes inadvertently exacerbate existing impacts caused by the parking restrictions. Based on the current direction of discussion, this approach centers on improving how the existing street sweeping program is delivered, including evaluation of routes, frequency, service levels, and regulatory requirements. Overall, this shows that a narrower, operations-focused approach only addresses part of the issue. It may identify adjustments to service levels, but it does not evaluate related factors like parking

enforcement, signage, or community impacts. The estimated cost of this targeted evaluation is approximately \$260,000

**3. Pursue a Comprehensive System Evaluation as an FY 2026-27 City Council Initiative**

If the intent is to address the broader, long-standing concerns related to the interaction between street sweeping, parking restrictions, enforcement practices, and geographic impacts, a more comprehensive evaluation would be needed. This approach reflects the original strategy presented to Council and would examine the program as an interconnected system rather than a set of individual components. As outlined in the March 24 staff report, the estimated cost of a comprehensive evaluation is approximately \$600,000.

**FISCAL IMPACT:**

The fiscal impact will vary depending on the option selected below and will be funded by the General Fund Reserve.

Option	Description	Cost
Option 1	Maintain the Current Program	\$0
Option 2	Pursue a Targeted Operational Review as an FY 2026-27 City Council Initiative	\$260,000
Option 3	Pursue a Comprehensive System Evaluation as an FY 2026-27 City Council Initiative	\$600,000

The final cost and level of effort will ultimately depend on the scope and direction provided by Council.

**ENVIRONMENTAL IMPACT:**

The action is not a project subject to CEQA. City Council’s action is not considered a “project” per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:**

Provide Direction for the Street Sweeping Program Analysis

**ALTERNATIVES:**

1. Provide alternative direction on the issue, scope, priorities, or approach for the proposed Street Sweeping Program Analysis.

**ATTACHMENTS:**

1. 03/24/2026 Staff Report
2. 05/07/2024 Memorandum



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** March 24, 2026

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Matthew Lee, P.E., Public Works Director  
Ana Morales, Management Analyst

**SUBJECT:** Receive a Presentation and Provide Feedback on the Proposed Scope of the FY2026-27 City Council Initiative: Street Sweeping Program Analysis

### **BACKGROUND:**

The San Bruno City Council has proposed a Street Sweeping Program Analysis as a desired FY2026–27 City Council Initiative.

Like most cities, street sweeping in the City of San Bruno (City) is a longstanding program that has evolved over time in response to physical infrastructure conditions, operational needs, and community input. As the program has been revisited over multiple decades, questions related to effectiveness, enforcement, and community impacts have continued to surface. Parking restrictions for street sweeping were piloted in 1981, established by City Council in 1982, and expanded and modified at various points throughout its over 40-year history.

To provide context for this effort, the following timeline summarizes key City Council actions, policy decisions, and program modifications that have shaped the program as it exists today. This historical overview provides the foundation for understanding how the program has developed over time and informs the evaluation approach discussed in the following section.

#### *1979–1983: Program Development and Initial Implementation*

Prior to the early 1980s, the City maintained a street sweeping program without widespread parking restrictions. In early 1981, the City initiated a review of the program in response to complaints and City-conducted field surveys, which found that parked vehicles were consistently limiting the street sweeper’s ability to effectively access and clean the gutters, even during later morning hours when fewer vehicles were present. Staff also reported that prior efforts to obtain voluntary cooperation from residents and merchants—such as mailing street sweeping schedules with utility bills—had achieved only minor success. Based on those findings, staff recommended that the City Council consider trial no-parking zones for street sweeping.

In response, in 1981, City Council approved a trial no-parking program on Hensley Avenue, Easton Avenue, and Green Avenue between San Bruno Avenue and Sylvan Avenue. Staff identified this area as having persistent street sweeping problems, including narrow street widths, limited setbacks, and heavy debris accumulation associated with mature trees, which limited effective curb access.

In 1982, City Council advanced parking restrictions for street sweeping in areas identified as being prone to flooding. These areas were primarily located east of El Camino Real and were characterized by lower elevation, negative gutter slopes, narrower streets, and higher concentrations of vegetation. The purpose of these restrictions was to ensure the street sweeper could effectively access the curb line—where debris and pollutants accumulate. Because street sweeping is most effective when the curb line is accessible, these restrictions were necessary to allow the sweeper to remove debris, reduce storm drain blockages, and mitigate localized flooding.

By late 1983, the program was implemented and expanded in the City's older residential areas generally east of El Camino Real, including: (1) residential streets bounded by San Mateo Avenue and El Camino Real and by Forest Lane and Sylvan Avenue, except Montgomery and Walnut; (2) all residential streets east of Huntington Avenue; (3) residential streets bounded by San Mateo Avenue and the southern City limits and by Huntington Avenue and El Camino Real; and (4) streets bounded by Angus Avenue and the southern City limits and by El Camino Real and Acacia Avenue. This expansion established the foundational structure of the City's signed street sweeping program.

1990–1992: Expansion and Program Review

In 1990, the City Council received correspondence regarding possible expansion of the signed street sweeping program, including requests related to Summit Road and Acacia Avenue. In response, Public Works, with input from the Police Department, prepared a status report reviewing the program's history, benefits, operational challenges, fiscal impacts, and tentative expansion concepts. The report confirmed that the signed program was then limited to residential streets east of El Camino Real, while the remainder of the City was swept on the same twice-monthly schedule without signage. It also concluded that Summit Road did not meet the City's criteria for inclusion in the signed program, while Acacia Avenue met most of those criteria.

In early 1992, following resident concerns regarding the selective nature of street sweeping parking enforcement, the City Council directed the Traffic Safety and Parking Committee and Permit Parking Sub-Committee to review the program and make a recommendation. Their review included the area bounded by El Camino Real, Decima Allen School (Angus Avenue), Acacia Avenue, and the southern City Limit, and both bodies recommended expanding signed enforcement into that area.

After receiving that recommendation, City Council directed staff to conduct public outreach to residents within the affected area before acting. When the issue returned later in 1992, the Council did not expand the signed program. Instead, in response to public concerns, the Council directed staff to pursue a pilot effort focused on voluntary vehicle movement and enhanced public information, including test areas bounded by Jenevein Avenue, San Bruno Avenue, El Camino Real, and Cherry Avenue, and by San Bruno Avenue, I-280, Niles Avenue, and Cherry Avenue. As outlined in the subsequent program update, this approach was intended to test whether increased public information, voluntary vehicle movement, and coordination with garbage collection days where feasible could improve curb access for street sweeping. There were no identified Council actions during this timeframe implementing broader program changes based on that pilot effort.

2002: Shelter Creek Request and Policy Confirmation

In early 2002, the City received a request from the Shelter Creek Condominium Owners Association to install street sweeping signage along Shelter Creek Lane. Staff reported that, although Shelter Creek Lane was already included in the City's bi-monthly sweeping schedule,

parked vehicles were frequently limiting curb access for the sweeper, resulting in debris accumulation along the gutter and storm drain inlets. Staff further noted that the area historically had not been signed, but that the conditions on Shelter Creek Lane were similar in some respects to those that had supported signed enforcement in other parts of the City.

In February 2002, the Traffic Safety and Parking Committee reviewed the request and concurred with staff's recommendation to forward the matter to City Council for consideration.

City Council considered the request but did not authorize immediate implementation of a formal street sweeping parking restriction program on Shelter Creek Lane. Instead, Council deferred the matter for further deliberation and directed it back to the Traffic Safety and Parking Committee for additional outreach and input from both Shelter Creek residents and surrounding neighborhoods. The City also scheduled a preliminary meeting with Shelter Creek representatives, staff, and Committee members to clarify objectives and evaluate feasible options. Accordingly, while the 2002 request prompted formal review, the City Council did not expand the signed program at that time.

2012–2013: Comprehensive Review and Operational Modifications

In 2012, City Council revisited the street sweeping program in response to questions about why certain streets were subject to parking restrictions for street sweeping while others were not. In June 2012, City Council directed staff to prepare an informational review of the program, and in July 2012, staff presented the historical basis for the City's signed street sweeping areas. That review reaffirmed that parking restrictions had historically been concentrated primarily east of El Camino Real because those areas were more prone to flooding, had lower elevations, negative gutter slopes, narrower streets, and higher concentrations of parked vehicles and vegetation, all of which limited effective curb access for the street sweeper. Staff also noted that every street in the City was swept twice monthly, but that parking restrictions were applied only where those physical and operational conditions made them necessary.

Following that review, City Council directed staff to further evaluate whether those same conditions still existed, whether the current parking restriction program remained effective and necessary, and whether changes should be considered. Staff then analyzed the existing program, reviewed practices in neighboring cities, and presented the following four alternatives to the City Council in November 2012: (1) leave the current parking restrictions as is, (2) expand parking restrictions citywide, (3) extend parking restrictions to selected streets west of El Camino Real—approximately the Hazel/Cypress area between Angus and Santa Lucia—or (4) modify the street sweeping program to enhance route schedules, cleaning frequency, and sweeping times.

Rather than expand the signed program citywide or into additional west-side areas at that time, City Council directed staff to proceed with operational modifications to the existing program. In November 2012 and January 2013, Council directed staff to modify street sweeping route times and frequency for residential, commercial, and major arterial areas. The approved changes included shifting residential street sweeping to later morning hours, beginning at 9:00 a.m. rather than 7:00 a.m., to provide residents with additional time to move their vehicles prior to sweeping operations. Also, increasing sweeping frequency in commercial and industrial areas from twice per month to four times per month, updating posted parking restriction times in signed neighborhoods, and implementing a broad public outreach program that included website notices, mailed flyers, Cable TV announcements, on-vehicle notices, sign decal updates, and a City Council status update. These operational changes were scheduled to take effect in February 2013.

2013–2014: Targeted Expansion – Shelter Creek Lane

In 2013, the City revisited Shelter Creek Lane following renewed interest from the Shelter Creek Condominium property manager after City Council's broader 2012–2013 review of the street sweeping program. In September 2013, staff presented the matter to the Traffic Safety and Parking Committee, which considered alternatives including adding Shelter Creek Lane to the signed program, expanding restrictions to surrounding streets, or maintaining the existing approach. The review also identified related considerations such as parking displacement, enforcement needs, and community outreach.

In contrast to the 2002 review, the 2013–2014 review led to a targeted expansion of the signed street sweeping program. In February 2014, City Council formally approved the installation of a two-hour time-limited parking restriction zone along Shelter Creek Lane to improve street sweeping access.

2024: Regulatory Compliance Review

In response to questions raised at the February 2, 2024, City Council Retreat, staff prepared a memorandum dated May 7, 2024, regarding the City's regulatory obligations to operate and maintain a street sweeping program. With assistance from EOA, Inc., staff reviewed the City's Municipal Regional Permit (MRP) obligations and the role of street sweeping in supporting trash reduction and broader stormwater compliance efforts and concluded that, although no State or County law specifically required the City to operate a street sweeping program, street sweeping remained an important stormwater Best Management Practice that supported the City's trash load reduction and broader water quality compliance efforts. The memorandum also noted that any reduction or elimination of the current program would require additional study to evaluate potential compliance risks and operational impacts.

FY2026-27 Street Sweeping Program Analysis

In response to these factors, the City Council has identified a Street Sweeping Program Analysis as a FY2026–27 City Council Initiative through the City Council goal setting session in January 2026. Through this effort, the City will conduct a comprehensive reassessment of the street sweeping program, building upon the historical progression outlined above. This next phase of evaluation will also incorporate a structured equity analysis to evaluate how historic program decisions have influenced current conditions across neighborhoods and highlight and develop solutions to address parts of town that are disproportionately affected. This effort is to inform a more consistent, effective, and equitable street sweeping program citywide moving forward.

**DISCUSSION:**

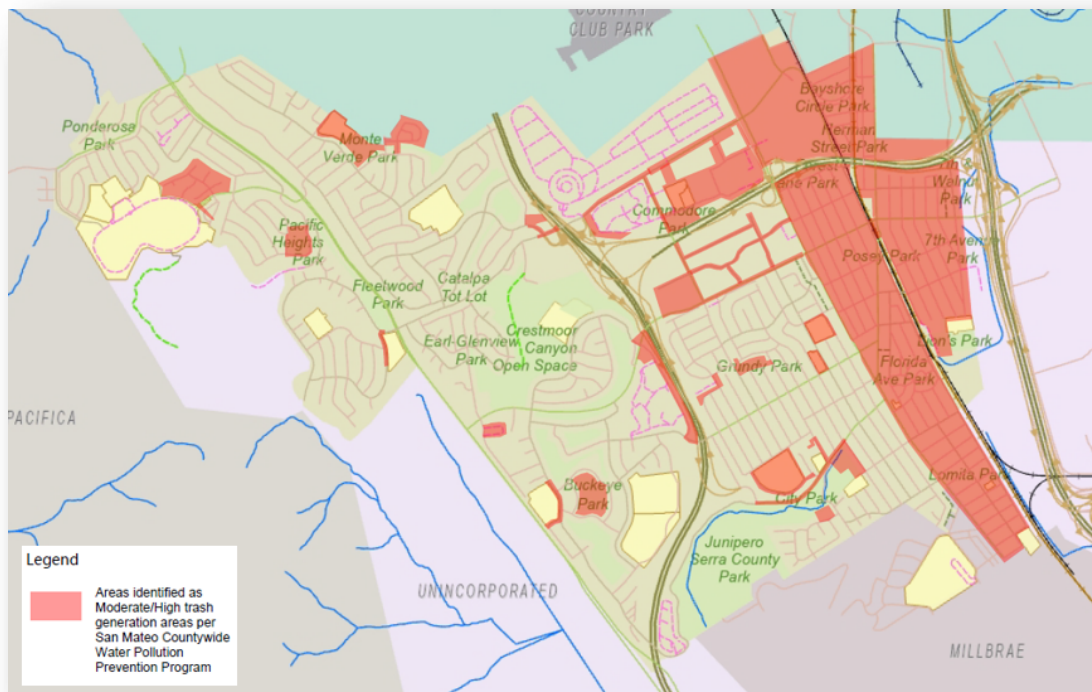
The historical development of the City's street sweeping program, together with current operating conditions and enforcement patterns, indicates that a more comprehensive evaluation is warranted currently. The following discussion summarizes additional contextual information, including current program conditions and peer agency practices, and outlines the proposed framework for the FY2026–27 Street Sweeping Program Analysis.

Current Conditions

Consistent with the historical factors that informed the development of the City's street sweeping program, recent data continues to reflect variations in debris accumulation across different areas of the community. According to the San Mateo Countywide Water Pollution Prevention Program's

2025 Trash Generation Map (Figure 1), moderate to high trash generation areas are more heavily represented east of El Camino Real. This distribution generally corresponds with the types of conditions identified in earlier program evaluations, including flooding susceptibility, street width constraints, debris accumulation, and the need to maintain access to the curb line to support effective street sweeping operations.

**Figure 1: San Bruno Trash Generation (2025)**



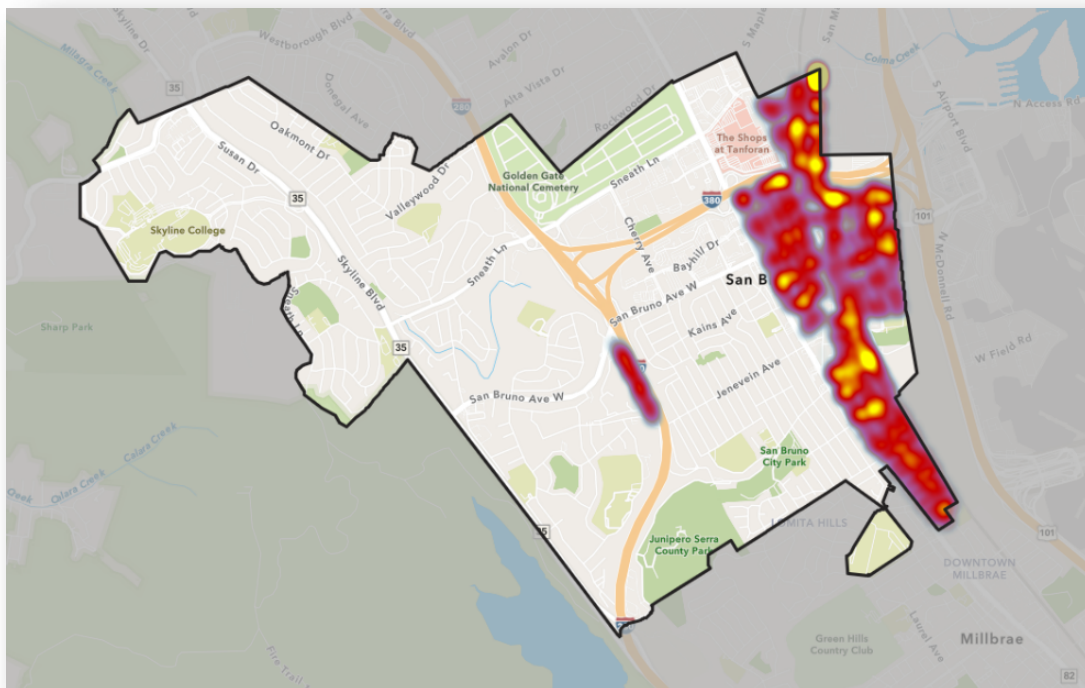
The current distribution of regulatory street sweeping signage and associated parking enforcement also remains primarily concentrated in areas east of El Camino Real, as shown in Figure 2. This distribution is consistent with the historical implementation of the program, which targeted areas where operational constraints and environmental conditions limited the effectiveness of street sweeping without parking restrictions. As a result, parking restrictions and enforcement are more prevalent in these areas of the City and continue to play a significant role in how the program operates. Figure 2 also shows that many of the areas subject to street sweeping parking enforcement overlap with lower-resource areas of the City.

Figure 2: Street Sweeping Parking Enforcement Map



Additionally, since November 2023, following the transition to LAZ Parking for enforcement services, the City's Police Department has issued 16,629 citations and 871 warnings related to street sweeping violations (Figure 3), representing approximately \$800,000 in citation value. Because enforcement occurs where street sweeping parking restrictions are posted, the burden of citations is concentrated in the same neighborhoods where the signed program operates. Where those neighborhoods overlap with lower-resource areas of the City, the financial impact of citations may be experienced disproportionately. This enforcement data therefore provides an additional indicator of how the current program may have created an unintended impact to a particular area of town.

Figure 3: Street Sweeping Citations Heat Map



These existing conditions, together with current enforcement data, provide important context for evaluating how the program is currently structured and how service needs, enforcement practices, and community impacts align across neighborhoods. Collectively, they also reinforce that neighborhoods east of El Camino Real continue to experience a disproportionate share of street sweeping restrictions and related enforcement compared to other areas of the City.

*Neighboring City Comparison*

As part of the City’s preliminary review, staff also considered current street sweeping practices used by nearby jurisdictions. This review indicates that local agencies use a range of approaches based on community conditions, operational priorities, and regulatory needs.

City	Approach
Burlingame	<ul style="list-style-type: none"> <li>• Mixed approach;</li> <li>• Parking restrictions in the downtown area, with other areas swept every other week from April to September and weekly from October to March</li> </ul>
Daly City	<ul style="list-style-type: none"> <li>• Broad parking restriction approach;</li> <li>• Parking restrictions appear to be applied citywide, with Mission Street swept five days per week and islands and other city streets swept weekly</li> </ul>
Millbrae	<ul style="list-style-type: none"> <li>• Mixed approach;</li> <li>• Parking restrictions in some areas, with sweeping generally occurring weekly or twice per month</li> </ul>
San Carlos	<ul style="list-style-type: none"> <li>• No parking restrictions;</li> <li>• Sweeping frequency varies by location, including weekly, twice per month, and once per month</li> </ul>
San Mateo	<ul style="list-style-type: none"> <li>• Mixed approach;</li> <li>• Program adjusted to align sweeping frequency and restrictions with trash generation levels and stormwater compliance needs</li> </ul>
South San Francisco	<ul style="list-style-type: none"> <li>• Mixed approach;</li> <li>• Parking restrictions in some areas, with generally weekly sweeping</li> </ul>

This range of local practices suggests that there is no single model for administering a street sweeping program. Rather, peer city experience indicates that program structure, sweeping frequency, and the use of parking restrictions may be calibrated differently depending on street conditions, operational constraints, trash generation, and policy priorities. This context supports the City’s proposed evaluation by confirming the value of a comprehensive review that considers not only the current structure of San Bruno’s program, but also whether alternative approaches or updated service models may better align with the City’s present-day operational, regulatory, and community needs.

To successfully implement the intent of this City Council Initiative (Initiative), City staff will undertake a comprehensive and structured evaluation of the existing street sweeping program. Building upon the historical context outlined above, this effort is designed to assess current program performance, identify areas for improvement, and develop data-driven recommendations that support operational effectiveness, regulatory compliance, and reflect community needs.

As demonstrated through prior Council actions and program evaluations, the City has periodically refined the street sweeping program in response to changing conditions. While these efforts have focused primarily on operational performance and regulatory requirements, the current Initiative represents a more comprehensive and modernized approach. Specifically, this evaluation will examine the program across four key areas:

1. Regulatory compliance,
2. Parking enforcement and regulatory signage,
3. Operational efficiency, and
4. Community feedback, including a structured equity analysis.

Building on this expanded framework, a key feature in the current evaluation is the formal integration of a comprehensive equity analysis, which has not been a structured component of prior program reviews. By incorporating an equity-focused assessment process developed by the San Mateo County Office of Diversity and Equity—alongside traditional operational and regulatory analysis—the City aims to better understand neighborhood-level experiences and perspectives, and to develop recommendations that result in a more consistent, effective, and equitable street sweeping program citywide, while continuing to achieve the original goals of the program.

#### Scope of Analysis

To support this effort, the City will conduct a comprehensive analysis across the following four areas:

##### **1. Regulatory Compliance**

This area of analysis would build upon the prior review completed by EOA, Inc. regarding the City's Municipal Regional Permit (MRP) obligations and trash reduction requirements, as presented in the May 7, 2024 memorandum to City Council. The analysis would provide a broader understanding of how the street sweeping program supports the City's regulatory and environmental compliance responsibilities and would help inform how potential program changes may affect those considerations.

##### **2. Parking Enforcement and Regulatory Signage**

This area of analysis would examine the relationship between parking restrictions, regulatory signage, enforcement practices, and overall program implementation. The review would consider how the current enforcement and signage framework functions across different parts of the City and identify broader policy or operational considerations related to consistency, effectiveness, and community impact.

##### **3. Operational Efficiency**

This area of analysis would focus on how effectively the current street sweeping program is functioning from an operational standpoint. The review would consider existing routes, schedules, service delivery conditions, and other factors that influence the City's ability to achieve the intended purpose of street sweeping, while also allowing for consideration of potential improvements or alternative approaches.

##### **4. Community Feedback and Equity Analysis**

This area of analysis would incorporate community perspectives and evaluate how the street sweeping program is experienced across neighborhoods. The review would include consideration of fairness, burden, and unintended disproportional impact associated with the current program structure, and would support the development of recommendations that are informed by both community input and other considerations.

The findings from this comprehensive historical, operational, regulatory, and equity-focused evaluation will inform future recommendations to the City Council regarding the structure, administration, and potential modification of the street sweeping program. These recommendations may include a range of options, such as maintaining the current program, expanding street sweeping signage or enforcement to additional areas or citywide, modifying operational practices, or identifying other approaches to improve program outcomes. The evaluation is also intended to recognize that unintended impacts may not be addressed through street sweeping alone but may instead involve a combination of considerations related to parking enforcement, regulatory signage, operations, and other factors identified through the analysis. Ultimately, this effort is

intended to provide a transparent and data-driven basis for determining how the program can continue to meet its original purpose while advancing more consistent, effective, and equitable outcomes citywide.

**FISCAL IMPACT:**

The estimated cost to complete the Street Sweeping Program Analysis is approximately \$600,000. This effort will require coordination with multiple external consultants to support the various components of the proposed scope, including regulatory compliance analysis, operational assessment, parking enforcement and signage evaluation, and equity analysis.

The final cost and level of effort will ultimately depend on the scope and direction provided by the City Council.

**ENVIRONMENTAL IMPACT:**

The action is not a project subject to CEQA. City Council's action is not considered a "project" per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:**

Receive a presentation and provide direction on the proposed scope of the FY2026-27 City Council Initiative: Street Sweeping Program Analysis.

**ALTERNATIVES:**

1. Provide alternative direction on the scope, priorities, or approach for the proposed Street Sweeping Program Analysis.
2. Direct staff to pursue a more limited or phased evaluation, focusing on specific components of the program (e.g., operational efficiency, regulatory compliance, or targeted geographic areas).
3. Decline to include the Street Sweeping Program Analysis as a FY2026–27 City Council Initiative and maintain the existing program without further evaluation at this time.



## MEMORANDUM

CITY OF SAN BRUNO

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**DATE:** May 7, 2024

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

**FROM:** Alex D. McIntyre, City Manager

**PREPARED BY:** Matthew Lee, P.E., Public Works Director  
Robert Wood, Management Analyst

**SUBJECT:** Follow-up Staff Response Regarding the City's Regulatory Obligations to Operate and Maintain a Street Sweeping Program, as Requested from the February 2, 2024 City Council Retreat

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### INTRODUCTION

At the February 2, 2024 City Council Retreat, Councilmembers asked staff to investigate the City's regulatory obligations, if any, to operate and maintain a street sweeping program.

Staff reached out to the environmental and public health engineering firm EOA, Inc. (EOA), based in Oakland, California. This firm works with San Mateo County to support management of the Stormwater Municipal Regional Permit (MRP) program as well as providing technical assistance to area cities including San Bruno. EOA, Inc. is an experienced engineering firm and familiar with the State Water Board's MRP requirements.

### EXECUTIVE SUMMARY

In response to inquiries from the City Council, City staff, with assistance from EOA, investigated the regulatory requirements and implications of maintaining a street sweeping program. Street sweeping is a stormwater Best Management Practice (BMP), and is a critical action item to meet the MRP's trash load and pollutant reduction requirements. Unlike other measures and physical devices, street sweeping is the only BMP that captures 100% of trash, PCB's (polychlorinated biphenyls), sediments, and other contaminants. The discontinuation or reduction in street sweeping could lead to non-compliance with these MRP provisions by allowing trash levels to exceed acceptable thresholds, thereby impacting the city's environmental management efforts and non-compliance with the MRP. Further detailed analysis is needed to determine when the level of non-compliance is activated.

The investigation underscored that although no state or county laws specifically mandate street sweeping, it is a vital BMP for stormwater management and is instrumental in helping San Bruno meet its MRP trash reduction targets. The City's progress towards these targets, supported by street sweeping and other measures such as the installation of full trash capture devices, is notable. However, any potential changes to the street sweeping

program would require a detailed study to understand the impacts on compliance and the operational efficacy of existing pollution control measures. EOA's analysis suggests that street sweeping not only contributes to maintaining low trash levels but also aids in the broader objectives of environmental quality and compliance with regulatory requirements.

## TECHNICAL ANALYSIS AND MRP COMPLIANCE SUMMARY

Below are EOA's responses inquiries regarding the topic and an overview of San Bruno's current MRP trash reduction compliance efforts.

### 1. *State/County Requirements and Regulatory Impacts of Potentially Eliminating Street Sweeping Operations*

#### Question for EOA, Inc.:

Are there any State Water Board or County MRP laws, etc. that require agencies to maintain and operate a Street sweeping program? And what impacts, if any, would a termination of a street sweeping program have on the City's MRP compliance?

#### EOA, Inc. Response (edited for clarity):

National Pollutant Discharge Elimination System (NPDES) stormwater regional permits, administered and overseen by the California Water Resources Control Board, and locally coordinated by San Mateo County, historically included performance standards for street sweeping. Until the adoption of MRP 1.0 in 2009, street sweeping was a mandated Best Management Practice (BMP) that each Permittee needed to implement. The level of implementation was described in the Permittee's Urban Run-off/Stormwater Management Plan. Unlike the county-based NPDES permits that preceded the regional permits, MRP's 1.0, 2.0, and 3.0 do not explicitly require street sweeping (note: State permit guidelines are updated every five (5) years). To EOA's knowledge, there are no other County, State, or Federal requirements to maintain/operate a street sweeping program.

San Bruno staff reviewed the California Streets and Highways Code, and it includes provisions related to street sweeping as part of its broader regulations on the maintenance and operation of public streets and highways. These requirements are typically aimed at ensuring the cleanliness, safety, and proper maintenance of public roadways. Further legal research will be needed to understand what can be required of homeowners for street sweeping.

Below is an excerpt from California Streets and Highway Code, Section 5610:

*The owners of lots or portions of lots fronting on any portion of a public street or place when that street or place is improved or if and when the area between the property line of the adjacent property and the street line is maintained as a park or parking strip, shall maintain any sidewalk in such condition that the sidewalk will not endanger persons or property and maintain it in a condition which will not interfere with the public convenience in the use of those works or areas save and except as to those conditions created*

*or maintained in, upon, along, or in connection with such sidewalk by any person other than the owner, under and by virtue of any permit or right granted to him by law or by the city authorities in charge thereof, and such persons shall be under a like duty in relation thereto.*

The specifics of street sweeping requirements, such as frequency, procedures, and enforcement, may vary depending on the local jurisdiction within California. Local governments often have the authority to establish their own street sweeping schedules, parking restrictions during sweeping times, and related regulations to facilitate effective street cleaning operations, however there is nothing in the City's Municipal Code in relation to street sweeping as a requirement.

That said, street sweeping is a stormwater BMP that can help comply with pollutant-specific requirements in the MRP. For example, street sweeping can help cities/counties address trash load reduction requirements included in provision MRP Section C.10 (Trash Load Reduction). In particular, street sweeping may contribute to keeping trash on streets at a manageable/mandated level (i.e., low trash generating). Conceptually, if street sweeping at the current frequency was helping an area stay below the low trash generation level, but then relaxed or eliminated, we may see this increase to a point that is beyond the MRP-required level of "low". *Should this scenario occur, the City would not be in compliance with the MRP trash load reduction provisions.*

Previous studies that EOA has conducted in San Jose, Fremont, and Oakland do show that the level of trash generation can change over the course of a street sweeping cycle. Trash levels on streets get progressively worse after a sweeping event until the next one, then return back to the original level. So, conceptually (of course site-specific conditions can have an effect) trash levels on streets will worsen as a City relaxes its street sweeping program. The level to which it worsens is a bit unknown. EOA, and San Mateo County, won't really know if trash generation gets worse than "low" until EOA staff observe it via individual On-land Visual Assessments, which are also mandated by the MRP. See Attachments 2 and 3 for snapshots and of San Bruno's last electronically submitted On-Land Visual Assessment.

There are other places in the MRP that street sweeping can assist with compliance (e.g., load reductions associated with polychlorinated biphenyl (PCBs) pollution source property referrals), but those are less directly focused on street sweeping than the C.10 (Trash Load Reduction) provision.

## 2. *State Penalties for not Operating a Street Sweeping Program*

### Question for EOA, Inc.:

Are there any practical consequences from the Water Resources Control Board if San Bruno does not operate a street sweeping program?

EOA, Inc. Response (edited for clarity):

The answer is maybe. EOA staff recognizes this answer is not very satisfying, but it is about as good as EOA can predict without doing a full-blown study. Reference Item 3 below for further explanation.

Goals for a possible MRP compliance impact study:

If directed to undertake this kind of study staff would need City Council direction on the City's street sweeping and trash reduction goals. For example, should the study consider a complete program elimination or some modified program (e.g., a reduced overall frequency or a complete elimination from only certain neighborhoods). Related issues that might be considered later on by the City Council, include: 1) status of No Parking/Street Sweeping Schedule signs, fines, and enforcement practices, and 2) acceptable neighborhood trash accumulation levels.

### 3. *San Bruno's Status for Meeting the MRP's 100% Trash Reduction Target*

Here is a breakdown provided by EOA, Inc. of the progress San Bruno has made as of last June 2023 towards the MRP's 100% trash load reduction target, meaning preventing 100% of trash from reaching the San Francisco Bay. This metric must be met by June 30, 2025. See Attachment 1, "Trash Generation Map" for reference.

- There are 2,768 acres in the City subject to the MRP trash load reduction requirements. Based on San Bruno's street sweeping schedule, sweeping happens twice a month for all residential streets, and everyday for downtown streets. (See Attachments 1-2 for the Street Sweeping Route Map along with an Alphabetical List of Streets with their cleaning schedule.) This is also located on the City's website: <https://www.sanbruno.ca.gov/381/Street-Sweeping-Schedule>.)
- 651 of those 2,768 acres are significant trash generating areas as identified on San Bruno's Baseline (2012) MRP Compliance Tracking Map. Consistent with the MRP, there is too much trash generation on these areas and it must be reduced by either Full Trash Capture (FTC) devices or through other measures that result in an On-land Visual Trash Assessment (OVTA) score of "A – Low Trash Generation". Current street sweeping in these 651 acres areas probably helps reduce the trash in these areas, but they are still not achieving the goal, as of 2012 (baseline).
- The remaining 2,113 acres (vast majority Single-Family Residential areas) were low trash generating in 2014 and are assumed to be low trash generating today, meeting the MRP goal (i.e., need no new actions in these areas are needed). These areas are also currently swept 2 to 4 times per month and this level of sweeping likely helps keep trash off the streets and these areas at a low level. If street sweeping were reduced in these areas, trash levels could increase and

they would be considered significant trash generating, therefore needing additional controls (e.g., full trash capture). For context, most cities sweep their Single-Family Residential (SFR) areas 1 time per month, not 2 to 4 times per month. One could reasonably assume that relaxing street sweeping in SFR areas that do not generate much (if any) trash, would not significantly affect trash generation and likely wouldn't put the City into compliance jeopardy in these areas.

- Of the 651 acres of area generating significant levels of trash in the City in 2012 (baseline), 550 acres (84%) has been addressed by installing full trash capture (FTC) devices. From an MRP trash load reduction compliance standpoint, these areas are fully addressed. Current street sweeping likely helps reduce the maintenance of these devices, so reducing street sweeping in these areas may have a negative impact on O&M and require more resources to maintain these devices, consistent with MRP requirements.
- The remaining 101 acres of significant trash generating areas are assessed by On-land Visual Assessments, and current trash levels are documented in the City's MRP Annual Report. San Mateo County (via EOA, Inc. staff) currently assess trash levels at 17 sites within these 101 acres. About 1/3 of those acres are performing at a "A-low trash generating area". The remaining acres are not achieving the MRP goal. If San Bruno were to eliminate street sweeping in these areas, it is highly likely that the areas performing well would no longer achieve the MRP goal and the other areas would move more that much further away from the goal.

In short, if San Bruno wanted to evaluate the impacts of reducing or eliminating street sweeping in the City, a more thorough study would be needed. All areas are not created equal in San Bruno, from a trash generation standpoint, and some areas would likely be affected more than others, increasing compliance risk. In EOA's opinion, eliminating street sweeping would definitely have an adverse impact on both the Operating and Maintenance (O&M) of full-trash capture (FTC) devices installed and maintained by the City AND could pose an increased compliance risk to the City in some areas because trash levels on streets would increase above the MRP goal of low trash generation.

## CONCLUSION

To summarize, there is no State or County law, etc. that requires agencies to operate and maintain a street sweeping program. Operating a street sweeping program is a Stormwater Best Management practice but contributes to compliance on other requirements from the MRP. And while having aesthetic and safety aspects, street sweeping has practical impacts on the water quality and trash amounts that reach San Francisco Bay. Companion efforts to reach the 100% MRP trash reduction targets have included installing approximately 372 trash capture devices between 2013-23 at City storm drain inlets to screen out and prevent debris larger than a cigarette butt from continuing on to the San Francisco Bay. Debris

accumulated in the trash capture device is regularly collected by City staff and sent on to Recology for disposal.

The City has a June 30, 2025 MRP requirement to prevent 100% of trash from entering San Francisco Bay. For the FY2022-23 MRP Annual Report, San Bruno reported meeting the Water Board's 90% trash load reduction compliance benchmark. Street sweeping operations are part of the scoring criteria that San Mateo County uses to assess the City's compliance with this 100% reduction target. (It should be noted that the State periodically revises the standards to achieve 100% compliance.)

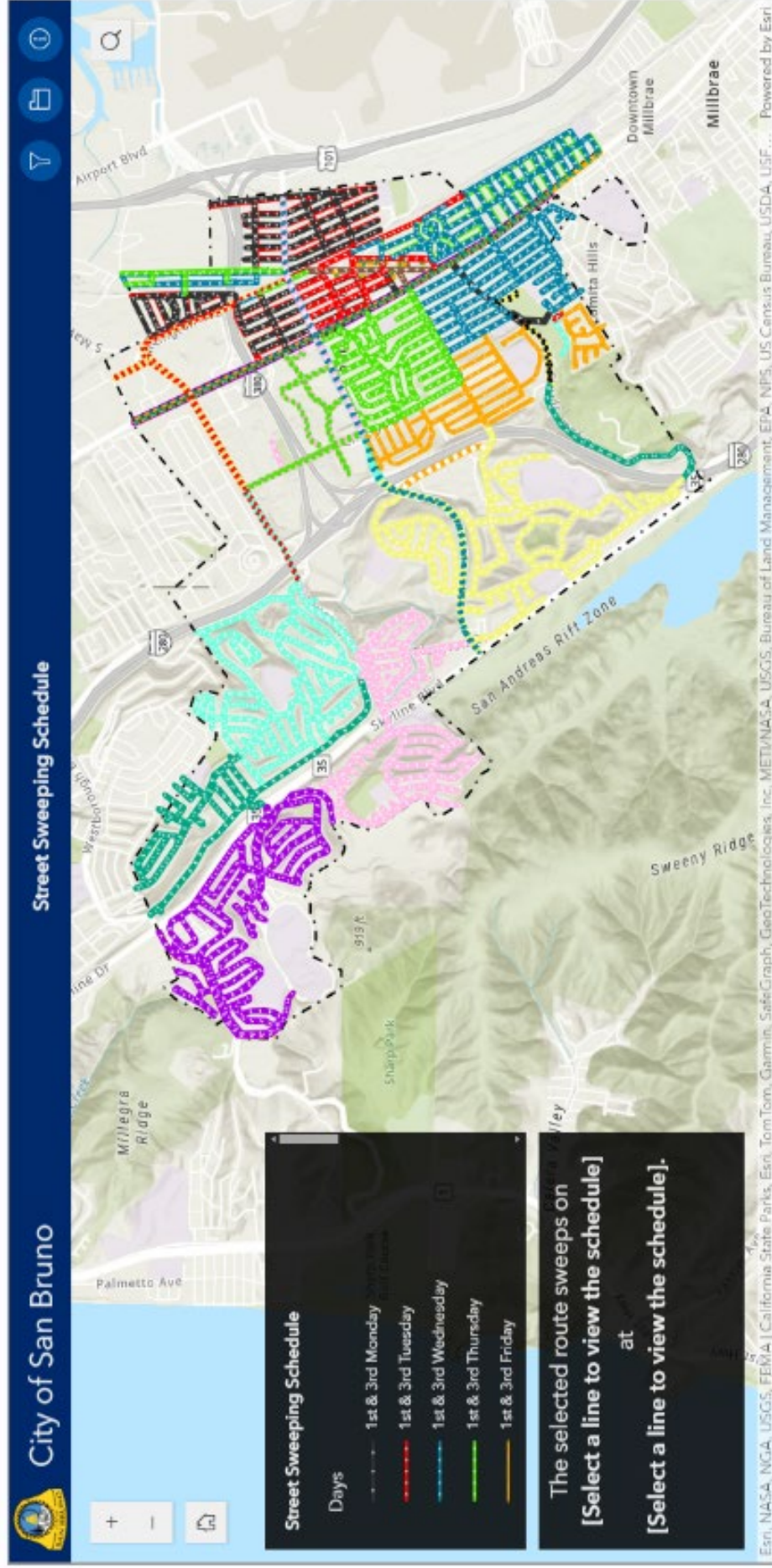
The effects to the City's MRP compliance status and/or State consequences, if any, would require a further long-term study from a consulting firm, such as EOA, Inc., and could vary greatly depending on the specific changes to the existing street sweeping program.

## **ATTACHMENTS**

1. San Bruno Street Sweeping Route Map
2. Street Sweeping Schedule - Alphabetical List of San Bruno Streets
3. San Bruno Trash Generation Map (2023)
4. On-land Visual Trash Assessment (OVTA) Screenshot – Dashboard Summary  
(Note: OVTA is an electronic, on-line form) (2022-23)
5. On-land Visual Trash Assessment (OVTA) Screenshot – Field Reporting (2022-23)
6. Municipal Regional Permit (MRP) Annual Report, Section C.10 (Trash Load Reduction) (2022-23)

**Attachment 1:**

San Bruno Street Sweeping Route (Interactive) Map. City website: <https://www.sanbruno.ca.gov/381/Street-Sweeping-Schedule>



## Attachment 2: Street Sweeping Schedule - Alphabetical List of Streets

### A

- o Acacia Avenue north of Jenevein - 1st and 3rd Thursdays
- o Acacia Avenue south of Jenevein - 1st and 3rd Wednesdays
- o Adriatic Way - 2nd and 4th Mondays
- o Aegean Way - 2nd and 4th Mondays
- o Alameda Place - 2nd and 4th Tuesdays
- o Alcott Drive - 2nd and 4th Thursdays
- o Alden Court - 2nd and 4th Wednesdays
- o Allen Drive - 2nd and 4th Mondays
- o Alpine Way - 2nd and 4th Thursdays
- o Amador Avenue - 2nd and 4th Tuesdays
- o Angus Avenue East
  - o 1st and 3rd Mondays on South side
  - o 1st and 3rd Tuesdays on North side
- o Angus Avenue West
  - o 1st and 3rd Tuesday between El Camino and Caltrain
  - o 1st and 3rd Thursdays west of El Camino
- o Anza Way - 1st and 3rd Wednesdays
- o Arbor Court - 2nd and 4th Wednesdays
- o Atlantic Avenue east of Caltrain:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o Atlantic Avenue west of Herman:
  - o 1st and 3rd Mondays on South side
  - o 1st and 3rd Tuesdays on North side

### B

- o Balboa Way - 1st and 3rd Wednesdays
- o Bayhill Drive
  - o 1st and 3rd Thursdays
  - o 2nd and 4th Tuesdays
- o Bayshore Circle South
  - o 1st and 3rd Mondays on South side
  - o 1st and 3rd Tuesdays on North side
- o Bayshore Circle North – 1st & 3rd Mondays
- o Beech Avenue north of Jenevein - 1st and 3rd Thursdays
- o Beech Avenue south of Jenevein - 1st and 3rd Fridays
- o Bennington Drive - 2nd and 4th Thursdays
- o Bering Drive - 2nd and 4th Mondays
- o Berkshire Drive - 2nd and 4th Fridays
- o Birch Court - 2nd and 4th Wednesdays
- o Boardwalk Court Private street - no City sweeping
- o Boardwalk Drive Private street - no City sweeping
- o Boardwalk Place Private street - no City sweeping
- o Bryant Way - 2nd and 4th Thursdays
- o Buena Vista:
  - o 1st and 3rd Mondays on North side and South side East of Diamond
  - o 1st & 3rd Tuesdays on South side West of Diamond
- o Burrows Avenue - 1st and 3rd Fridays

### C

- o Cabrillo Way - 1st and 3rd Wednesdays
- o Cambridge Lane - 2nd and 4th Thursdays
- o Camellia Court - 2nd and 4th Wednesdays
- o Camino Plaza - 1st and 3rd Thursdays

- o Carlton Avenue:
- o 1st and 3rd Wednesdays on North side
- o 1st and 3rd Thursdays on South side
- o Carmel Drive - 2nd and 4th Wednesdays
- o Castleton Way - 2nd and 4th Mondays
- o Catalpa Way - 2nd and 4th Wednesdays
- o Cedar Avenue - 1st and 3rd Fridays
- o Cedar Mills Lane Private Street – No City Sweeping
- o Cedarwood Court - 1st and 3rd Fridays
- o Chabot Drive - 2nd and 4th Fridays
- o Chapman Avenue:
- o 1st and 3rd Wednesdays on East side
- o 1st and 3rd Thursdays on West side
- o Charleston Avenue - 2nd and 4th Thursdays
- o Cherry Avenue north of San Bruno Avenue:
- o 1st and 3rd Thursdays
- o 2nd and 4th Tuesdays
- o Cherry Avenue north of Jenevein - 1st and 3rd Thursdays
- o Cherry Avenue south of Jenevein - 1st and 3rd Fridays
- o Chestnut Avenue north of Jenevein - 1st and 3rd Thursdays
- o Chestnut Avenue south of Jenevein - 1st and 3rd Fridays
- o Chilton Lane - 2nd and 4th Mondays
- o Claremont Drive - 2nd and 4th Tuesdays
- o Clark Avenue - 1st and 3rd Wednesdays
- o Colby Way - 2nd and 4th Mondays
- o College Drive - 2nd and 4th Mondays
- o Colusa Court - 2nd and 4th Tuesdays
- o Commodore Drive West – 2nd and 4th Tuesday
- o Concord Way - 2nd and 4th Tuesdays
- o Coronado Way - 2nd and 4th Mondays
- o Cottonwood Drive- 2nd and 4th Wednesdays
- o Courtland Drive - 2nd and 4th Thursdays
- o Crestmoor Drive - 2nd and 4th Thursdays
- o Crestwood Drive - 2nd and 4th Wednesdays
- o Crosby Court - 2nd and 4th Tuesdays
- o Crystal Court - 1st and 3rd Fridays
- o Crystal Springs Road east of Cunningham:
- o 1st and 3rd Mondays
- o 2nd and 4th Thursdays
- o Cunningham Way - 1st and 3rd Fridays
- o Cupid Row:
- o 1st and 3rd Wednesdays on North side
- o 1st and 3rd Thursdays on South side
- o Cypress Avenue north of Jenevein - 1st and 3rd Thursdays
- o Cypress Avenue south of Jenevein - 1st and 3rd Wednesdays
- o Cypress Court - every Monday through Friday 6 to 7 am

## E

- o Earl Avenue - 2nd and 4th Tuesdays
- o East Avenue:
  - o 1st and 3rd Wednesdays on East side
  - o 1st and 3rd Thursdays on West side
- o Eastburn Court - 2nd and 4th Thursdays
- o Easton Avenue:
  - o 1st and 3rd Mondays on East side
  - o 1st and 3rd Tuesdays on West side
- o El Camino Real (ECR):
  - o ECR - Every Monday (outside curbs)
  - o ECR - Every Friday (center island)
- o Elder Court - 2nd and 4th Wednesdays
- o El Dorado Court - 2nd and 4th Thursdays
- o Elm Avenue north of San Bruno:
  - o 1st and 3rd Thursday
  - o 2nd and 4th Tuesdays
- o Elm Avenue north of Jenevein - 1st and 3rd Thursdays
- o Elm Avenue south of Jenevein - 1st and 3rd Wednesdays
- o Elmwood Court - 2nd and 4th Wednesdays
- o Elston Drive - 2nd and 4th Mondays
- o Emalita Court - 1st and 3rd Wednesdays
- o Emaron Drive - 2nd and 4th Mondays
- o Essex Court - 2nd and 4th Thursdays
- o Estates Drive - 2nd and 4th Tuesdays
- o Eucalyptus Way - 2nd and 4th Wednesday
- o Euclid Avenue:
  - o 1st and 3rd Mondays on South side
  - o 1st and 3rd Tuesdays on North side
- o Evergreen Drive - 2nd and 4th Wednesdays
- o Exeter Drive - 2nd and 4th Mondays

## F

- o Fairmont Drive - 2nd and 4th Tuesdays
- o Fasman Drive - 2nd and 4th Mondays
- o Fernwood Drive - 2nd and 4th Wednesdays
- o 5th Avenue:
  - o 1st and 3rd Mondays on East side
  - o 1st and 3rd Tuesdays on West side
- o 1st Avenue:
  - o 1st and 3rd Mondays on East side
  - o 1st and 3rd Tuesdays on West side
- o Fleetwood Court - 2nd and 4th Fridays
- o Fleetwood Drive northwest of Sequoia - 2nd and 4th Fridays
- o Fleetwood Drive east of Sequoia - 2nd and 4th Wednesday
- o Florida Avenue:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o Forest Lane:
  - o 1st and 3rd Mondays on South side
  - o 1st and 3rd Tuesdays on North side
- o 4th Avenue:
  - o 1st and 3rd Mondays on West side and both sides North of Walnut

- o 1st and 3rd Tuesdays on East side (South of Walnut)

## G

- o Garden Avenue:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o Geoffrey Drive - 2nd and 4th Mondays
- o Georgia Avenue:
  - o 1st and 3rd Wednesdays on South side
  - o 1st and 3rd Thursdays on North Side
- o Glen Avenue - 1st and 3rd Fridays
- o Glenbrook Lane - 2nd and 4th Thursdays
- o Glenview Drive north of San Bruno Ave- 2nd and 4th Tuesdays
- o Glenview Drive south of San Bruno Ave - 2nd and 4th Thursdays
- o Goodwin Drive - 2nd and 4th Mondays
- o Green Avenue:
  - o 1st and 3rd Mondays on West side
  - o 1st and 3rd Tuesdays on East side
- o Greenwood Way - 2nd and 4th Wednesdays
- o Grundy Lane:
  - o 1st and 3rd Thursdays
  - o 2nd and 4th Tuesdays

## H

- o Hamilton Avenue - 2nd and 4th Thursdays
- o Hampton Court - 2nd and 4th Tuesdays
- o Hawthorne Avenue - 1st and 3rd Fridays
- o Hazel Avenue north of Jenevein - 1st and 3rd Thursdays
- o Hazel Avenue south of Jenevein - 1st and 3rd Wednesdays
- o Heather Lane - 2nd and 4th Wednesdays
- o Hensley Avenue:
  - o 1st and 3rd Mondays on East side
  - o 1st and 3rd Tuesdays on West side
- o Herman Street North of Scott Street:
  - o 1st and 3rd Tuesdays on East side
  - o 1st and 3rd Mondays on West side
- o Herman Street South of Scott Street:
  - o 1st and 3rd Mondays both sides
- o Hermosa Street:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o Hickory Avenue - 1st and 3rd Fridays
- o Highland Drive - 2nd and 4th Mondays
- o Holly Avenue - 1st and 3rd Fridays
- o Huntington Avenue North of SBA - 2nd and 4th Thursdays & 1st and 3rd Tuesdays
- o Huntington Avenue south of Angus
  - o 1st and 3rd Tuesdays on East side
  - o 1st and 3rd Wednesdays on West side (Angus to Sylvan)
  - o 1st and 3rd Thursdays on West side (Sylvan to Cupid Row)
  - o 1st and 3rd Wednesdays on West side (Cupid Row to San Felipe)
- o Huntington Avenue E
  - o 1st and 3rd Mondays North of Bayshore Circle
  - o 1st and 3rd Tuesdays on West side South of Bayshore
  - o 1st and 3rd Mondays on West side South of Bayshore
  - o 1st and 3rd Mondays on both sides South of Buena Vista

## I

- o Inyo Court - 2nd and 4th Tuesdays

## J

- o Jenevein Avenue east of El Camino - every Monday through Friday 6-7 am.
- o Jenevein Avenue between ECR and Cherry - 1st and 3rd Thursdays
- o Jenevein Avenue between Cherry and Interstate 280 - 1st and 3rd Fridays
- o Juniper Avenue - 1st and 3rd Fridays

## K

- o Kains Avenue E of El Camino:
  - o 1st and 3rd Mondays on South side
  - o 1st and 3rd Tuesdays on North side
- o Kains Avenue between ECR and Cherry - 1st and 3rd Thursday
- o Kains Avenue west of Cherry - 1st and 3rd Fridays
- o Keefe Court - 2nd and 4th Thursdays
- o Kensington Avenue
  - o 1st and 3rd Wednesdays on South side
  - o 1st and 3rd Thursdays on North side
- o Kent Court - 2nd and 4th Thursdays
- o Kingston Avenue - 2nd and 4th Thursdays

## L

- o Lake Drive - 2nd and 4th Tuesdays
- o Lassen Drive - 2nd and 4th Tuesdays
- o Lexington Way - 2nd and 4th Thursdays
- o Linden Avenue north of Jenevein - 1st and 3rd Thursdays
- o Linden Avenue south of Jenevein - 1st and 3rd Wednesdays
- o Linden Court - 1st and 3rd Thursdays
- o Livingston Terrace Drive Private Street - no City sweeping
- o Lomita Avenue - 1st and 3rd Wednesdays
- o London Court - 2nd and 4th Thursdays
- o Longview Drive - 2nd and 4th Mondays
- o Lowell Avenue - 2nd and 4th Thursdays
- o Lucia Court - 1st and 3rd Fridays

## M

- o Madera Way - 2nd and 4th Mondays
- o Madison Avenue - 2nd and 4th Thursdays
- o Magnolia Avenue - 1st and 3rd Thursdays
- o Mahogany Way:
  - o 1st and 3rd Thursdays
  - o 2nd and 4th Tuesdays
- o Maple Avenue - 1st and 3rd Fridays
- o Marbella Lane - 2nd and 4th Wednesdays
- o Marisol Drive - 2nd and 4th Mondays
- o Markham Avenue - 2nd and 4th Thursdays
- o Martin Place – 1st and 3rd Wednesday
- o Maryland Place - No sweeping schedule
- o Masson Avenue:
  - o 1st and 3rd Mondays on West side
  - o 1st and 3rd Tuesdays on East side
- o Mastick Avenue north of Taylor - 1st and 3rd Tuesdays (not signed)

- o Mastick Avenue south of Taylor:
- o 1st and 3rd Wednesdays on West side
- o 1st and 3rd Thursdays on East side
- o Maywood Drive - 2nd and 4th Wednesdays
- o Medina Drive - 2nd and 4th Fridays
- o Mendocino Court - 2nd and 4th Tuesdays
- o Merced Drive - 2nd and 4th Tuesdays
- o Merimont Circle - 2nd and 4th Wednesdays
- o Merion Drive - 2nd and 4th Fridays
- o Mills Avenue:
- o 1st and 3rd Mondays on East side
- o 1st and 3rd Tuesdays on West side
- o Milton Avenue:
- o 1st and 3rd Wednesdays on East side
- o 1st and 3rd Thursdays on West side
- o Miraluna Drive Private Street – No City Sweeping
- o Monterey Drive - 2nd and 4th Tuesdays
- o Montgomery Avenue – 1st and 3rd Wednesdays
- o Moore Court - 2nd and 4th Tuesdays
- o Moreland Drive - 2nd and 4th Mondays
- o Moulton Drive - 2nd and 4th Mondays
- o Muirfield Circle - 2nd and 4th Fridays

## N

- o Niles Avenue - 1st and 3rd Fridays

## O

- o Oak Avenue north of Jenevein - 1st and 3rd Thursdays
- o Oak Avenue south of Jenevein - 1st and 3rd Wednesdays
- o Oakmont Drive N of Evergreen - 2nd and 4th Fridays
- o Oakmont Drive S of Evergreen - 2nd and 4th Wednesdays
- o Olive Court - 1st and 3rd Thursdays
- o Olympic Court - 2nd and 4th Fridays
- o Olympic Drive - 2nd and 4th Fridays
- o Oxford Lane - 2nd and 4th Thursdays

## P

- o Pacific Avenue:
- o 1st and 3rd Mondays on North side
- o 1st and 3rd Tuesdays on South side
- o Pacific Heights Boulevard - 2nd and 4th Mondays
- o Palm Court - 2nd and 4th Wednesdays
- o Palomar Court - 1st and 3rd Fridays
- o Park Avenue east of Cherry - 1st and 3rd Thursdays
- o Park Avenue west of Cherry - 1st and 3rd Fridays
- o Parkview Court - 1st and 3rd Fridays
- o Parkview Drive - 1st and 3rd Fridays
- o Peachwood Court - 1st and 3rd Thursdays
- o Pepper Drive - 1st and 3rd Fridays
- o Piccadilly Place Private street - no City sweeping
- o Piedmont Avenue - 2nd and 4th Thursdays
- o Pine Street:
- o 1st and 3rd Mondays on North side
- o 1st and 3rd Tuesdays on South side
- o Pinecrest Drive - 2nd and 4th Wednesdays

- o Plumas Court - 2nd and 4th Tuesdays
- o Plumwood Court - 1st and 3rd Thursdays
- o Plymouth Way – 2nd and 4th Tuesdays
- o Poplar Avenue north of Jenevein - 1st and 3rd Thursdays
- o Poplar Avenue south of Jenevein - 1st and 3rd Wednesdays
- o Portola Way - 1st and 3rd Wednesdays
- o Princeton Drive - 2nd and 4th Thursdays

## Q

- o Quail Point Circle Private street - no City sweeping

## R

- o Railroad Place - No sweeping schedule
- o Redwood Avenue - 1st and 3rd Fridays
- o Reid Avenue - 1st and 3rd Thursdays
- o Ridgeway Avenue - 2nd and 4th Thursdays
- o Riverside Drive - 2nd and 4th Tuesdays
- o Riveria Court - 2nd and 4th Fridays
- o Rollingwood Drive - 2nd and 4th Wednesdays
- o Rosewood Drive - 2nd and 4th Thursdays
- o Ross Way - 2nd and 4th Mondays

## S

- o Saint Cloud Drive - 2nd and 4th Fridays
- o San Anselmo Avenue:
  - o 1st and 3rd Wednesdays on West side
  - o 1st and 3rd Thursdays on East side
- o San Antonio Avenue:
  - o 1st and 3rd Wednesdays on East side
  - o 1st and 3rd Thursdays on West side
- o San Benito Avenue:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o San Bruno Avenue east of 280 – Every Wednesday
- o San Bruno Avenue west of 280 - 1st and 3rd Wednesdays & 2nd and 4th Thursdays
- o San Bruno Avenue West of ECR - Every Wednesday
- o San Bruno Avenue East of ECR – 2nd and 4th Tuesday
- o San Diego Avenue:
  - o 1st and 3rd Wednesdays on South side
  - o 1st and 3rd Thursdays on North side
- o San Felipe Avenue E of El Camino:
  - o 1st and 3rd Wednesdays on South side
  - o 1st and 3rd Thursdays on North side
- o San Felipe Avenue west of El Camino - 1st and 3rd Wednesdays
- o San Joaquin Court - 2nd and 4th Tuesdays
- o San Juan Avenue:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o San Luis Avenue:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o San Marco Avenue:
  - o 1st and 3rd Wednesdays on South side
  - o 1st and 3rd Thursdays on North side
- o San Mateo Avenue north of San Bruno:

- o 1st and 3rd Wednesdays on West side
- o 1st and 3rd Thursdays on East side
- o San Mateo Avenue south of El Camino - every Monday through Friday 7 to 8 am
- o Santa Barbara Place - 2nd and 4th Tuesdays
- o Santa Clara Avenue:
- o 1st and 3rd Wednesdays on North side
- o 1st and 3rd Thursdays on South side
- o Santa Dominga Avenue:
- o 1st and 3rd Wednesdays on North side
- o 1st and 3rd Thursdays on South side
- o Santa Helena Avenue
- o 1st and 3rd Wednesdays on South side
- o 1st and 3rd Thursdays on North side
- o Santa Inez Avenue:
- o 1st and 3rd Wednesdays on South side
- o 1st and 3rd Thursdays on North side
- o Santa Lucia Avenue E of El Camino:
- o 1st and 3rd Wednesdays on South side
- o 1st and 3rd Thursdays on North side
- o Santa Lucia Avenue between ECR and De Soto - 1st and 3rd Wednesdays
- o Santa Lucia Avenue west of De Soto - 1st and 3rd Fridays
- o Santa Maria Avenue:
- o 1st and 3rd Wednesdays on South side
- o 1st and 3rd Thursdays on North side
- o Scenic Court - 1st and 3rd Fridays
- o Scott Street east of Herman:
- o 1st and 3rd Wednesdays on North side
- o 1st and 3rd Thursdays on South side
- o Scott Street west of Herman:
- o 1st and 3rd Mondays on North side
- o 1st and 3rd Tuesdays on South side
- o Seacliff Way - 2nd and 4th Mondays
- o Sequoia Avenue north of Fleetwood - 2nd and 4th Wednesdays
- o Sequoia Avenue south of Fleetwood - 2nd and 4th Tuesdays
- o Serra Court - 1st and 3rd Fridays
- o 7th Avenue
- o 1st and 3rd Mondays on West side South of Angus, East side North of Angus
- o 1st and 3rd Tuesdays on East side South of Angus, West side North of Angus
- o Sharp Park Road Curbs (Skyline to College) - 1st and 3rd Fridays
- o Sharp Park Road Islands (Skyline to College) - 2nd and 4th Mondays
- o Shelter Creek Lane – West side 1st Friday, East side 3rd Friday
- o Sherwood Drive - 2nd and 4th Wednesdays
- o Sheryl Drive - 2nd and 4th Mondays
- o Siskiyou Court - 2nd and 4th Tuesdays
- o 6th Avenue
- o 1st and 3rd Mondays on West side
- o 1st and 3rd Tuesdays on East side
- o Skycrest Drive Private street - no City sweeping
- o Skyline Boulevard (side street, not State Route 35) - 2nd and 4th Thursdays
- o Sneath Lane east of Cherry – 1st and 3rd Tuesdays & 2nd and 4th Thursdays
- o Sneath Lane west of Cherry – 1st and 3rd Tuesdays & 2nd and 4th Wednesdays
- o Sneath Lane west of Rollingwood - 2nd and 4th Wednesdays
- o Sneath Lane west of Claremont – 2nd and 4th Tuesdays
- o Sonoma Court - 2nd and 4th Tuesdays
- o Spyglass Drive - 2nd and 4th Mondays
- o Stanislaus Court - 2nd and 4th Tuesdays

- o Summit Road - 2nd and 4th Mondays
- o Sunset Drive - 2nd and 4th Mondays
- o Susan Drive - 2nd and 4th Mondays
- o Sycamore Avenue - 1st and 3rd Thursdays
- o Sylvan Avenue between Mastick and Huntington
- o 1st and 3rd Wednesdays on North side
- o 1st and 3rd Thursdays on South side
- o Sylvan Avenue between SMA and Mastick – 1st and 3rd Tuesdays
- o Sylvan Avenue west of SMA – 1st and 3rd Mondays

## I

- o Tanforan Avenue east of Herman - 1st and 3rd Wednesdays
- o Tanforan Avenue west of Herman – 1st and 3rd Mondays
- o Taylor Avenue:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o Tehama Court - 2nd and 4th Tuesdays
- o Terrace Avenue:
  - o 1st and 3rd Wednesdays on South side
  - o 1st and 3rd Thursdays on North side
- o Texas Place:
  - o 1st and 3rd Wednesdays on North side
  - o 1st and 3rd Thursdays on South side
- o 3rd Avenue
  - o 1st and 3rd Mondays on East side
  - o 1st and 3rd Tuesdays on West side
- o Timor Court - 2nd and 4th Mondays
- o Toyon Way - 2nd and 4th Wednesdays
- o Traeger Avenue:
  - o 1st and 3rd Thursdays
  - o 2nd and 4th Tuesdays
- o Trenton Drive - 2nd and 4th Thursdays
- o Trinity Court - 2nd and 4th Tuesdays
- o Tulare Drive - 2nd and 4th Tuesdays
- o Turnberry Drive - 2nd and 4th Fridays

## V

- o Valleywood Drive - 2nd and 4th Wednesdays
- o Vermont Way - 2nd and 4th Tuesdays

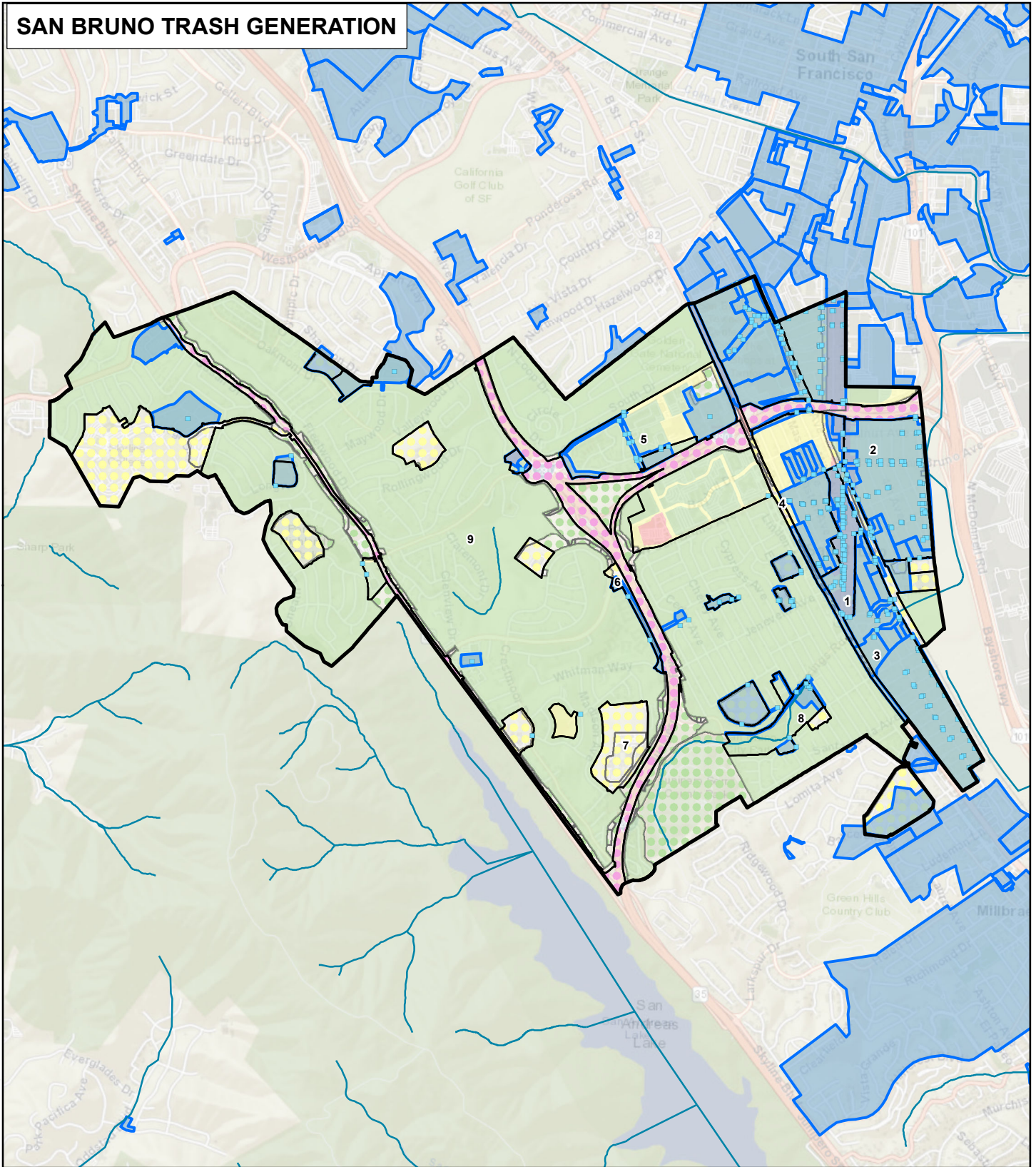
## W

- o Walnut Street:
  - o 1st and 3rd Mondays on North side
  - o 1st and 3rd Tuesdays on South side
- o Walnut Street (between SMA and Montgomery) - 1st and 3rd Wednesdays
- o Wentworth Drive - 2nd and 4th Fridays
- o Whitecliff Way - 2nd and 4th Thursdays
- o Whitman Way - 2nd and 4th Thursdays
- o Williams Avenue - 1st and 3rd Thursdays
- o Willow Way - 2nd and 4th Wednesdays
- o Windsor Court - 2nd and 4th Tuesdays
- o Wong Way Private street - no City sweeping






## Y






- o Yolo Court - 2nd and 4th Tuesdays
- o Yorkshire Court - 2nd and 4th Thursdays
- o Ysabel Drive - 2nd and 4th Mondays
- o Yuba Court - 2nd and 4th Tuesdays

**SAN BRUNO TRASH GENERATION**



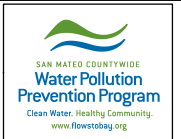
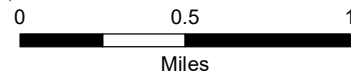
C:\Users\jleffers\OneDrive - Documents\San Mateo\EOA\_Project\_Data\SMC\_C10\Maps\FY23\_Maps\SAN BRUNO TRASH GENERATION.mxd - USER: jleffers - LAST SAVED: 9/22/2023 2:21:46 PM

-  AGENCY BOUNDARY
-  ON-LAND VISUAL TRASH ASSESSMENT SITE
-  FULL TRASH CAPTURE DEVICE
-  FULL TRASH CAPTURE DRAINAGE AREA
-  CREEK

- BASELINE TRASH GENERATION**
-  LOW
  -  MODERATE
  -  HIGH
  -  VERY HIGH
  -  NON-JURISDICTIONAL (DOT COLOR = TRASH CATEGORY)

**NOTES**

1. ALL LOCATIONS ARE APPROXIMATE.
  2. BASEMAP SOURCE: ESRI
- Date Created: September 22, 2023

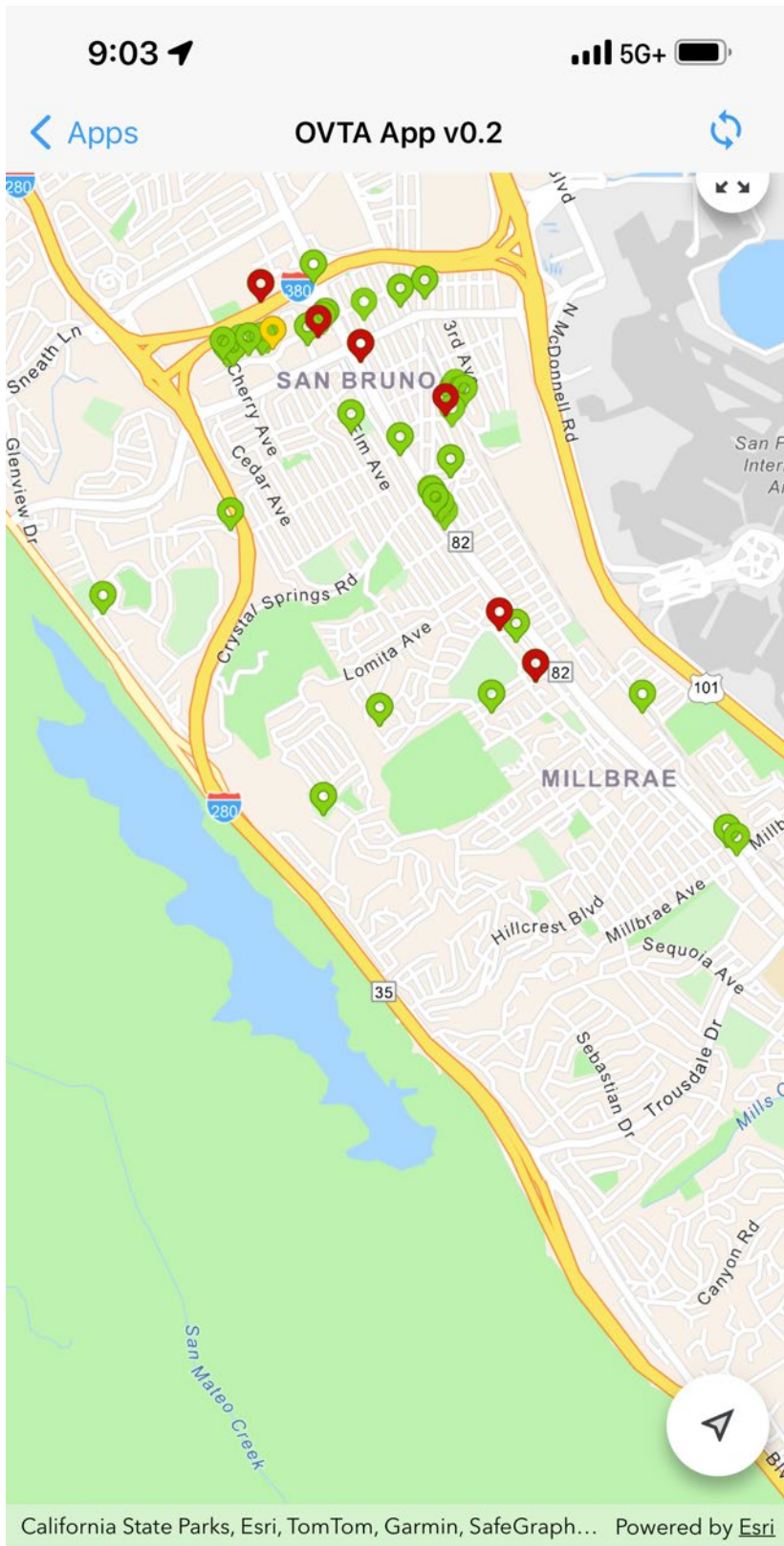




Attachment 5:

On-land Visual Trash Assessment (OVTA) Screenshot – Field Reporting (2022-23)

(Note: Tracked via agency online database)





- List View
- Filter
- Search
- Record

Attachment 3:

On-land Visual Trash Assessment (OVTA) Screenshot – Field Reporting (2022-23)


(Note: Tracked via agency online database)


9:06  5G+ 

[Cancel](#) **OVTA App v0.2** [Save](#)

**Status: Complete**

---

**OVTA Site** 

**Site ID** \*   
SBO0012

---

**Date** \*  
June 20, 2022

---

**Staff 1** \*  
Leah Schlageter

---

**Staff 2** \*  
Helek Rutten


---


**Staff 3**

---


**Duplicate** \*

---


**Site Data** 

**OVTA Grade** \*   
C


---

**Source Locations** \*   
Roadway/Rail, Commercial/Industrial



---

**Sources** \*   
General Litter

---

**# of Reusable Plastic Bag Observed** \*   
0

---



 Report  Locate

180 of 196





Attachment 3:

On-land Visual Trash Assessment (OVTA) Screenshot – Field Reporting (2022-23)





(Note: Tracked via agency online database)


9:06  5G+ 


[Cancel](#) **OVTA App v0.2** [Save](#)

# of Reusable Plastic Bag Observed	* 
0	
# of Non-Reusable Plastic Bag Observed	* 
0	
# of Masks Observed	* 
11	
# of Gloves Observed	* 
3	

**Litter By Type**

Smoking and Vaping Related Products	
10	
Foodware	
30	
Food Packaging	
20	
Other Trash (including bags and PPE)	
40	
<b>Total Trash</b>	
100	



**Significant Variation at Site** 

Significant Variation \* 

Yes  No

**Total Percentage**

0

 Report  Locate

**Section 10 – Provision C.10 Trash Load Reduction**

**C.10.a.i ► Trash Load Reduction Summary**

For population-based Permittees, provide the overall trash reduction percentage achieved to-date within the jurisdictional area of your municipality that generates problematic trash levels (i.e., Very High, High, or Moderate trash generation). Base the reduction percentage on the information presented in C.10.b i-v and C.10.f.i-ii. Provide a discussion of the calculation used to produce the reduction percentage

**Trash Load Reductions**

Percent Trash Reduction in All Trash Management Areas (TMAs) due to <b>Full Trash Capture Systems</b> (as reported in C.10.b.i)	85.5%
Percent Trash Reduction in all TMAs due to <b>Control Measures Other than Full Trash Capture Systems</b> (as reported in C.10.b.iii) <sup>1</sup>	8.5%
Percent Trash Reduction due to <b>Jurisdictional-wide Source Control Actions</b> <sup>2</sup> (as reported in C.10.b.v)	0%
<b>Subtotal for Above Actions</b>	<b>94.0%</b>
<b>Trash Offsets (Optional)</b>	
Offset Associated with Additional Creek and Shoreline Cleanups (as reported in C.10.f.i)	3.9%
Offset Associated with Direct Trash Discharges (as reported in C.10.f.ii)	0%
<b>Total (Jurisdiction-wide) % Trash Load Reduction through FY 2022-23</b>	<b>97.9%</b>

**Discussion of Permittee Trash Load Reduction and the Load Reduction Calculation:**

The City attained and reported in its FY 21-22 Annual Report a 95% trash load reduction (including trash reduction credits and offsets allowable under MRP 2.0). During FY 22-23, the City continued to implement a robust trash control measure program (e.g., full trash capture devices). These actions helped the City maintain its trash load reduction at the mandatory 90% trash load reduction requirement included in the MRP. The total (jurisdiction-wide) percent trash load reduction in FY 22-23 is 97.9% (including trash offsets but excluding trash reduction credits for source controls that no longer creditable under MRP 3.0). The most recent version of the City's Baseline Trash Generation Map can be downloaded at <http://www.flowsobay.org/content/municipal-trash-generation-maps>

<sup>1</sup> See Appendix 10-1 for changes between 2009 and FY 22-23 in trash generation by TMA as a result of Full Capture Systems and Other Measures.

<sup>2</sup> To claim a load percentage reduction value, Permittees must provide substantive and credible evidence that new source control actions are being implemented jurisdiction-wide and reduce trash by the claimed value. Permittees may no longer claim source control actions implemented under previous Permits (i.e., foam foodware and single-use plastic bags).

**FY 22-23 Annual Report**  
**Permittee Name: City of San Bruno**

**C.10 – Trash Load Reduction**

**C.10.a.ii(a) ► Full Trash Capture Systems – Population-based Permittees**  
**C.10.c ► Full Trash Capture Systems – Flood Management Agencies**

Provide the following:

- 1) Total number and types of full capture systems (publicly and privately-owned) installed during FY 22-23, and prior to FY 22-23, including inlet-based and large flow-through or end-of-pipe systems, and qualifying low impact development (LID) required by permit provision C.3.
- 2) Total land area (acres) treated by full capture systems for population-based Permittees and total number of systems for flood management agencies compared to the total required by the permit.

Type of System	# of Systems	Areas Treated <sup>3</sup> (Acres)
<b>Installed in FY 22-23</b>		
Catch Basin Insert Device (Public)	98	161.0
<b>Installed Prior to FY 22-23</b>		
Catch Basin Insert Device (Public)	270	448.6
Hydrodynamic Separators (Private)	4	52.0
Devices installed by bordering Permittees with treatment areas extending into the City of San Bruno	--	1.5
<b>Total for all Devices or Systems Installed To-date</b>	<b>372</b>	<b>663.2</b>
<b>Treatment Acreage Required by Permit (Population-based Permittees)</b>	<b>41</b>	<b>41</b>
<b>Total # of Systems Required by Permit (Flood Management Agencies)</b>		<b>N/A</b>

<sup>3</sup> The City's 2009 baseline trash generation map was reevaluated in FY 22-23 to ensure that jurisdictional areas were assigned the appropriate trash generation category when the original baseline map was created. Additionally, the areas treated by existing trash full capture systems were also evaluated and refined based on more accurate information on drainage patterns and the configuration of the City's MS4. Based on these analyses, some drainage boundaries for trash full capture systems were refined. The refined drainage boundaries are reported in this table and in Appendix 10-1.

**C.10.a.ii(b) ▶ Trash Generation Area Management - Private Lands**

Provide a summary of implementation actions and progress towards meeting the July 1, 2025 requirement for all private lands that are moderate, high, or very high trash generating, and that drain to storm drain inlets that Permittees do not own or operate (private), but that are plumbed to Permittees' storm drain systems. Include any trash control measures implemented or caused to be implemented, including full trash capture systems and/or trash discharge control actions equivalent to or better than full trash capture systems.

**Summary of Implementation Actions and Progress:**

As described in MRP 3.0 Provision C.10.a.ii(b), private properties that 1) generate moderate, high, or very high level of trash, 2) are plumbed to the City's MS4, and 3) are not already addressed by a Full Trash Capture (FTC) system are required to be equipped with a FTC system or be managed by trash control measures equivalent to or better than a FTC system by July 1, 2025. To address trash contributions from these properties, which are referred to as Private Land Drainage Areas (PLDAs), the City has begun the implementation of a PLDA Trash Inspection Program (TIP). Through the TIP, inspections are performed on PLDAs and if the level of trash observed on the property via OVTAs is greater than low trash generation, property owners and/or managers are required to implement additional trash control measures and achieve low trash generation. Trash control measures may include FTC systems or other types of trash control actions. The goal of the TIP is to address trash from all PLDAs in the City by July 1, 2025.

A total of 15 potential PLDAs have been identified in the City to date and inspections will begin on these PLDAs in FY 2023-24. These 15 potential PLDAs include those that are >10,000 ft<sup>2</sup>. The City plans to identify the remaining PLDAs that are less than 10,000 ft<sup>2</sup> and begin inspections on PLDAs in FY 2023-24. The City is prioritizing inspections of PLDAs that are believed to generate the greatest levels of trash.

No trash load reduction is being reported in FY 2022-23 associated with PLDAs inspections.

**C.10.b.i and ii ► Trash Reduction - Full Capture Systems**

Provide the following:

- 1) Jurisdiction-wide trash reduction in FY 22-23 attributable to full capture systems implemented in each TMA;
- 2) The total number of full capture systems installed to-date in your jurisdiction;
- 3) The percentage of systems in FY 22-23 that exhibited significant plugged/blinded screens or were ≥50% full when inspected or maintained;
- 4) A narrative summary of any maintenance issues and the corrective actions taken to avoid future performance issues; and
- 5) A certification that each full capture system is operated and maintained to meet full capture system requirements in the permit.

TMA	Jurisdiction-wide Reduction (%)	Total # of Full Capture Systems	% of Systems Exhibiting Plugged/Blinded Screens or ≥ 50% full in FY 22-23	Summary of Maintenance Issues and Corrective Actions
1	13.9%	372	.11%	<p><b>FY 2022-2023</b>                      These devices are inspected and maintained prior to the "first flush" with additional inspection and maintenance conducted, as necessary after major storm events (may be up to four or five times/year).</p> <p>Small full-capture devices are maintained by using a combination sewer truck (i.e. Vacor truck) to pressure wash and vacuum all debris from the catch basin and connector pipe screen. In some instances, the catch basins are shoveled and swept. A Trash Capture Device Order is filled out for every maintenance event and is logged. Paper copies of the Maintenance Reports are also kept at the Public Works Department. FY 2022-2023, 41 devices were found to be plugged/blinded or over 50% full on the cleaning events throughout the year the major cause for the 50% full was due to organic material (leaves). Cleaning events are occurring every 3 to 4 months even during non-rain event periods. 6 had minor damage and were repaired.</p>
2	14.8%			
3	35.4%			
4	3.5%			
5	14.0%			
6	0.5%			
7	0.5%			
8	2.9%			
9	0.0%			
<b>Total</b>	<b>85.5%</b>			

**Certification Statement:**

The City of San Bruno certifies that a full capture system maintenance and operation program is consistently being implemented to maintain all its full capture devices (connector pipe screens) in a manner that meets the full capture system requirements included in the Permit.

<b>Did your agency provide the names and locations of new and existing full trash capture systems to the County vector control agency for FY 2022-23?</b>	X	Yes	No	N/A
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**C.10.b.iii(a) ► Trash Reduction – Other Trash Management Actions**  
**C.10.c ► Requirements for Flood Control Agencies**

Provide a summary of trash control actions other than full capture systems or jurisdictional source controls that were implemented within each TMA, including the types of actions, levels, timing, frequency, and areal extent of implementation, whether actions are new, including initiation date, and information relevant to effective implementation of the action or combination of actions.

TMA	Summary of Trash Control Actions Other than Full Capture Systems
1	<p><b><u>STREET SWEEPING</u></b></p> <ul style="list-style-type: none"> <li>Installed "No Parking-Street Sweeping" signs to prohibit parking during sweeping hours. All streets within TMA # 1 are posted except for San Mateo Avenue. "No Parking-Street Sweeping" signs along Layne Place, Maryland Place and Hensley Avenue (between Sylvan Avenue and West Angus Avenue) are not posted because access is limited due to narrow alleys between buildings.</li> <li>The City developed the street sweeping program to minimize inconvenience to residents by sweeping within an established two-hour window and limiting sweeping to one side of the street on the scheduled day. As a result, residents may park on the opposite side of the street that is not swept that day. All streets with TMA # 1 except San Mateo Avenue, Jenevein Avenue (between El Camino Real and San Mateo Avenue) and Sylvan Avenue (between San Mateo Avenue and Mastick Avenue) are swept twice/month (1st and 3rd Monday on one side of the street and 1st and 3rd Tuesday). On scheduled sweeping days where signs are present, the sweeper is preceded by a City Community Service Officer who issues citations to vehicles in violation of the posted signs. As a result, cars are consistently not present when sweeping is conducted. Therefore, sweeping practices are effective since the sweeper is reaching the curb.</li> <li>San Mateo Avenue, Jenevein Avenue (between El Camino Real and San Mateo Avenue) and Sylvan Avenue (between San Mateo Avenue and Mastick Avenue) are swept five days/week (Monday-Friday) between 6:00 a.m. and 10 a.m. using a Green Machine street sweeper. These streets are not posted "No Parking-Street Sweeping". However, cars are consistently not present when sweeping is conducted since the vast majority of retail and commercial businesses within the downtown area are closed. Therefore, sweeping practices are effective since the sweeper is reaching the curb. Due to the very frequent sweeping of San Mateo Avenue, very minimal trash is present on streets during the week (Monday- Friday).</li> <li>Prior to sweeping San Mateo Avenue, City staff blows trash from the sidewalk into the street or picks up the trash along the stretch five days/week (Monday-Friday). As a result, the sweeper is removing additional trash that otherwise would stay on the sidewalk. This practice has been effective in reducing trash loads on San Mateo Avenue resulting in very minimal trash present on sidewalks during the week (Monday-Friday).</li> <li>All City-owned parking lots within TMA # 1 are swept twice/week between the hours of 6:00 a.m. and 10 a.m.</li> </ul> <p><b><u>ON-LAND CLEANUPS</u></b></p> <p>The City's Public Works Department performs on-land cleanup of the San Mateo Avenue corridor and City-owned parking lots five days/week (Monday/Friday) between the hours of 6:00 a.m. and 10 a.m. On-land cleanup activities include City staff blowing trash from the sidewalk into the street or picks up the trash along San Mateo Avenue and trash from San Mateo Avenue and City-owned parking lots. On-land cleanups have been effective in reducing trash loads and improving overall</p>

	<p>aesthetics on San Mateo Avenue and City-owned parking lots resulting in very minimal trash present within these areas during the work week (Monday-Friday).</p> <p>Addition clean up actions not included in Long Term Plan: At the beginning of 2015 the 500 block of San Mateo Ave was impacted with cars due to an increase in gym membership at one location and the opening of another facility on that block. This effected the early morning cleaning of the downtown area, prohibiting the green machine sweeper from effectively sweeping along this area and to the curb. Cleaning of this area had to be modified to keep area clean. The 500 block is swept Monday thru Friday, but due to parked cars about half the area the curb is missed. On Thursday the all of the curb area is cleaned with the vacuum unit on the green machine in addition to cleaning the drain inlets.</p> <p><b>Partial Capture Devices</b></p> <ul style="list-style-type: none"> <li>• FY18-19 ARS units were installed along with the CPS units in the downtown area which have a curb face open large enough for the ARS units.</li> </ul>
3	<p>In February 2013, the City increased their street sweeping frequency in retail, commercial and industrial areas within TMA #3 from twice/month to once/week. Street sweeping frequency was adjusted to maximize effectiveness. To address areas with heavy leaf drop, the City has increased sweeping to once/week during the wet season on the following streets or areas:</p> <ul style="list-style-type: none"> <li>• San Bruno Avenue between El Camino Real and Huntington Avenue. The street sweeper is reaching the curb since San Bruno Avenue is a major through fare with no parking.</li> </ul> <p>Euclid Area (800-900 blocks of Huntington, Mills, Masson, Easton, Green and Hensley Avenues, Euclid Avenue and Forest Lane. Approximately 4.09 curb miles. The street sweeper is reaching the curb since this entire areas is posted with "No Parking-Street Sweeping" signs.</p> <p><b>Partial Capture Devices</b></p> <p>FY18-19 ARS units were installed along with the CPS units in the area which have a curb face open large enough for the ARS units.</p>
4	<p>In February 2013, the City increased their street sweeping frequency of the outside and median curbs of El Camino Real from twice/month to once/week. Currently, the outside curbs are swept on Mondays and the median curbs are swept on Fridays. Street sweeping frequency was adjusted to maximize effectiveness.</p>
5	<p>In February 2013, the City increased their street sweeping frequency in retail, commercial and industrial areas within TMA #5 from twice/month to once/week. Street sweeping frequency was adjusted to maximize effectiveness. To address with heavy leaf drop, the City has increased sweeping to once/week during the wet season on the following streets or areas:</p> <ul style="list-style-type: none"> <li>• Bayhill Commercial Area (Bayhill Drive between El Camino Real and Cherry Avenue, Elm Avenue from San Bruno Avenue to Grundy Lane, Traeger Avenue from San Bruno Avenue to Bayhill Drive. Approximately 1.61 curb miles. The street sweeper is reaching the curb since these streets are red-curbed, too narrow for parking or an active lane of traffic where you cannot park.</li> <li>• San Bruno Avenue between El Camino Real and Interstate 280. Approximately 0.95 curb miles. The street sweeper is reaching the curb since San Bruno Avenue is a major through fare with no parking.</li> </ul> <p>Updated the "Street Sweeping" webpage on the City's website. This webpage provides the street sweeping frequency</p>

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	<p>by residential area within the City. Residents may view a list of streets within a residential area to determine when their street is swept. The webpage is available at:  <a href="https://www.sanbruno.ca.gov/city_departments/public_works/streets_n_stormwater/street_sweeping_schedule.htm">https://www.sanbruno.ca.gov/city_departments/public_works/streets_n_stormwater/street_sweeping_schedule.htm</a>.</p>
6	<p>Implementation of No Parking sign was completed in TMA #6 in April 2014 installation of "No Parking-Street Sweeping" signs on Shelter Creek Lane to prohibit parking during sweeping hours. On scheduled sweeping days where signs are present, the sweeper is preceded by a City Community Service Officer who issues citations to vehicles in violation of the posted signs.</p>
7	<p>No additional street sweeping was implemented near schools delineated as TMA #7 during this time period. In February 2013, the City implemented a delayed street sweeping start time in all residential areas which have not been installed with "No Parking-Street Sweeping" signs. City staff has noted that moving the residential sweeping times later in the day have resulted in better curb access since more people are at work later in the day. Sweeping practices are more effective since the sweeper is more likely to reaching the curb.</p>
8	<p>No additional street sweeping was implemented near parks delineated as TMA #8 during this time period. In February 2013, the City implemented a delayed street sweeping start time in all residential areas which have not been installed with "No Parking-Street Sweeping" signs. City staff has noted that moving the residential sweeping times later in the day have resulted in better curb access since more people are at work later in the day. Sweeping practices are more effective since the sweeper is more likely to reaching the curb.</p>
9	<p>No additional street sweeping was implemented in residential neighborhoods within TMA #9 during this time period. In February 2013, the City implemented a delayed street sweeping start time in all residential areas which have not been installed with "No Parking-Street Sweeping" signs. City staff has noted that moving the residential sweeping times later in the day have resulted in better curb access since more people are at work later in the day. Sweeping practices are more effective since the sweeper is more likely to reaching the curb.</p>
All TMA's	<p><b>On-Land Clean Up:</b> The City's Street/Storm Division has two employees for the "trash patrol" program five days/week (4 hours per day) throughout the City in all of the TMA areas during this time period. The dominant types of trash removed were large items, the smaller items (trash/litter) is collected and bagged to estimate its quantity, and the larger items are logged and counted separately. Additional City staff assisted with emergency cleanups. City staff quantifies the amounts collected by either putting trash in bags or 5 gallon buckets. The amounts are recorded on work orders or in debris removal log book.</p>
2	<p><b>Partial Capture Devices:</b> In April 2011, West Coast Storm installed 46 Connector Pipe Screens within catch basins along with ARS units covering a minimum of 82.62 acres of the Belle Air Park neighborhood in the City of San Bruno. July 2013 United Storm Water installed an additional 9 CPS units along with ARS units. These devices are inspected and maintained prior to the "first flush" with additional inspection and maintenance conducted, as necessary after major storm events (may be up to four times/year).</p>
All TMA's	<p><b>Storm Drain Inlet Cleaning:</b> Storm drains are inspected and cleaned on a yearly schedule. Maintenance logs of the condition and material removed are kept.</p>
All TMA's	<p><b>Uncovered Loads:</b> The City of San Bruno requires its current Municipal Trash Hauler, Recology to properly cover all open debris boxes during transportation to their disposal site, which can be found in 4.6, 4.4 of the Franchise Agreement the City of San Bruno maintains with Recology. furthermore, the Franchise Agreement states that Recology has the exclusive right, Franchise and</p>

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	privilege to be the sole provider of trash and construction debris boxes to San Bruno residents while in an Agreement with the City of San Bruno.
All TMA's	<b>Anti-littering and illegal dumping enforcement activities:</b> The City of San Bruno has adopted a basic anti-littering and illegal dumping enforcement program that entails receiving and responding to complaints from citizens as resources allow. Complaints are received by both telephone, and email via the City's website reporting forum. Public Works staff investigates refuse collected from illegal dumpsites in an attempt to find names, addresses, etc. of offenders. Information collected by Public Works staff is then provided to the Code Enforcement division of the Community Development department, who issues the appropriate citation(s) as warranted to offenders.
All TMA's	<b>Improved Trash Bin/Container Management:</b> The City of San Bruno has long required that every residential and commercial building address subscribe to regular garbage collection service, to reduce the possibility of litter arising from lack of trash collection. The City has worked and will continue to work with Recology (San Bruno's trash collection provider) to identify businesses that do not subscribe to trash collection services by comparing Recology's list of subscribers with San Bruno's business license list. This becomes especially important in the downtown corridor along San Mateo Avenue, where some businesses try to use the public trash cans to dispose of their trash, instead of subscribing to their own service. Implementing this monitoring program has reduced trash levels in the public trash cans along San Mateo Avenue, making them less likely to spill over the litter.
All TMA's	<b>Public Education and Outreach Programs:</b> Refer to section C.7 for information on the City of San Bruno's Public Outreach Programs and Events during 2021-2022.

**Summary of Trash Control Measures Other than Full Capture Devices: (Do not delete this section – include in annual report)**

- **Street Sweeping:** Include a description of any enhancements or new actions implemented after the MRP 1.0 effective date (i.e., December 2009). Identify portions of the TMA where enhanced street sweeping (i.e., increased sweeping frequency) and parking enforcement above 2009 levels was implemented.
- **On-land Cleanup:** Include a description of on-hand cleanup activities that began after the MRP 1.0 effective date (i.e., December 2009) and continued into FY 22-23, including any enhancements or new actions implemented in FY 22-23. Describe if these actions are Permittee or volunteer-led.
- **Partial Capture Devices:** Provide a description of devices installed after the MRP 1.0 effective date (i.e., December 2009). Describe the level of maintenance conducted per device types.
- **Storm Drain Inlet Cleaning:** Describe storm drain inlet maintenance activities implemented after the MRP 1.0 effective date (i.e., December 2009) and continued in FY 22-23, including any enhancements or new maintenance activities implemented in FY 22-23. For new/enhanced actions, include the number of inlets where enhanced maintenance occurred, and the increased frequency of maintenance.
- **Uncovered Loads:** Describe activities designed to reduce trash from uncovered loads that began after the MRP 1.0 effective date (i.e., December 2009) and continued in FY 22-23, including any enhancements or new actions implemented in FY 22-23. Describe the types of actions implemented including new or redirected enforcement efforts to increase the focus towards new or enhanced actions.
- **Anti-littering and illegal dumping enforcement activities:** Describe anti-littering and illegal dumping enforcement activities began after to the MRP 1.0 effective date (i.e., December 2009) and continued in FY 22-23, and any enhancements or new actions implemented in FY 22-23. Include any new or redirected enforcement efforts to increase the focus towards new or enhanced actions. Describe the number of citations or other correction actions accomplished this year and compare with previous years. Indicate how anti-littering and illegal dumping enforcement records are kept, and how they may be retrieved for audit.

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- **Improved Trash Bin/Container Management:** Describe activities designed to improve trash bin/container management that began after the MRP 1.0 effective date (i.e., December 2009) and continued in FY 22-23, and any enhancements or new actions implemented in FY 22-23. Include any new or redirected efforts to increase the focus towards these new or enhanced actions.
- **Other Types of Actions:** Describe activities designed after the MRP effective date (i.e., December 2009) and continued in FY 22-23, and any enhancements or new (post December 2009 effective date) actions implemented in FY 22-23.

**C.10.b.iii(b) ► Trash Reduction – Other Trash Management Actions**

Provide the following:

- 1) A summary of the on-land visual assessments in each TMA (or control measure area), including the street miles or acres available for assessment (i.e., those associated with VH, H, or M trash generation areas not treated by full capture systems), the street miles or acres assessed, the % of available street miles or acres assessed, and the average number of assessments conducted per site within the TMA; and
- 2) Percent jurisdictional-wide trash reduction in FY 22-23 attributable to trash management actions other than full capture systems implemented in each TMA; OR
- 3) Indicate that no on-land visual assessments were performed.

If no on-land visual assessments were performed, check here  **Explanation:** No OVTAs were conducted in TMA 1 because it is addressed by full capture systems. No OVTAs were conducted in TMA 9 because the entire TMA is low trash generating.

TMA ID (or (as applicable) Control Measure Area	Total Street Miles <sup>4</sup> Available for Assessment	Street Miles Assessed	Summary of On-land Visual Assessments			Jurisdictional-wide Reduction (%)
			% of Available Street Miles Assessed	Avg. # of Assessments Conducted at Each Site		
1	0.0	NA	NA	NA	NA	NA
2	0.8	0.6	69%	4.7		0.0%
3	4.8	0.6	13%	5.7		1.2%
4	1.7	0.6	35%	6.0		0.3%
5	1.4	0.9	61%	5.5		6.0%
6	0.3	0.2	67%	6.0		0.0%
7	1.1	0.4	36%	6.0		0.2%
8	0.3	0.2	58%	4.0		0.9%
9	0.0	NA	NA	NA		NA
<b>Total</b>		<b>3.5</b>	<b>--</b>	<b>--</b>		<b>8.5%</b>

<sup>4</sup> Street miles are defined as the street length and do not include street median curbs.

**C.10.b.v ▶ Trash Reduction – Source Controls**

Provide a description of each jurisdiction-wide trash source control action implemented to-date other than those addressed under previous Permits (i.e., foam foodware and single-use plastic bags). For each new control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and estimate the associated reduction of trash within your jurisdictional area. Note: There is a maximum of 10% total credit for source controls.

Source Control Action	Summary Description & Dominant Trash Sources and Types Targeted	Evaluation/Enforcement Method(s)	Summary of Evaluation/Enforcement Results To-date	% Reduction
N/A	N/A	N/A	N/A	N/A

**C.10.d ▶ Long-Term Trash Load Reduction Plan**

State (Y/N) if your agency met the 90% compliance benchmark and submit an updated Long-term Trash Load Reduction Plan in accordance with Permit Provision C.10.d.ii.

Did your agency <b>meet the 90% compliance benchmark</b> as of June 30, 2023 without the use of source control credits or creek/shoreline cleanup and direct discharge control offsets?	X	Yes	No	N/A
If your agency <b>checked "No" above</b> , did your agency develop an updated Trash Load Reduction Plan and submit it as an attachment to this Annual Report?		Yes	No	N/A
If your agency <b>checked "Yes" above AND significantly revised your Trash Load Reduction Plan</b> , include a summary of the significant revisions below. Significant revisions include any changes made to primary or secondary trash management areas (TMAs), baseline trash generation maps, control measures, or time schedules identified in your Plan. Indicate whether your trash generation map was revised and, if so, what information was collected to support the revision. If your map was revised, attach it to your Annual Report or provide a link to the map.				
Summary Descriptions of Significant Revisions Made to 2014 Trash Load Reduction Plan				Associated TMA
<p>In FY 19-20, the City refined its Baseline Trash Generation Map based on new information on the levels of trash generated on private lands that drain to inlets located on those properties, but are connected to the City's MS4. A total of 293 acres of land area was identified by the City in FY 17-18 as draining to inlets located on private lands and potentially generating low levels of trash. The project conducted to identify these areas was described in the City's FY 17-18 Annual Report and was conducted to address MRP provision C.10.a.ii.b (Trash Generation Area Management - Identification of Private Drainages &gt;10,000 ft<sup>2</sup>). Maps identifying the 293 acres of land area were submitted to the SF Bay Regional Water Quality Control Board (Regional Water Board) in September 2018 with the City's Annual Report.</p> <p>In an effort to gain additional information of the baseline trash levels on these land areas, the City conducted On-land Visual Trash Assessments (OVTAs) in FY 19-20 on parcels that comprised the 293 acres. These parcels had not been assessed during</p>				All Applicable

<p>the initial development of the City's baseline map, so the OVTAs conducted in FY 19-20 were the first on these parcels.</p> <p>Two field-based OVTAs using OVTA Protocol C – Area-based Survey (EOA 2018) were conducted for each parcel to confirm parcel accessibility, existence of an inlet, and low trash generation levels. Based on previous technical studies (BASMAA 2017), two assessments events with "A" OVTA scores are needed to identify a parcel as "low trash generating." If the first assessment event yielded an OVTA score other than an "A", the second assessment event was canceled. Two consultant staff trained in Protocol C conducted all OVTAs. To the extent possible, assessments were performed directly prior to reoccurring trash control measures on parcels in order to depict maximum trash generation levels. Based on the results of the OVTAs, 293 of the 1,373 acres of original were reclassified as "low trash generation" on the City's Baseline Trash Generation Map. The refined version of the City's map can be downloaded at: <a href="https://www.flowstobay.org/data-resources/maps/municipal-trash-generation-maps/">https://www.flowstobay.org/data-resources/maps/municipal-trash-generation-maps/</a></p>	<p>All Applicable</p> <p>In FY 22-23, the City conducted a thorough evaluation of its baseline trash generation map, treatment areas for existing trash full capture systems, and identified which multi-beneficial (bioretention) treatment facilities installed in the City meet the trash full capture design standard, as described in the MRP. The City's 2009 baseline trash generation map was reevaluated to ensure that jurisdictional areas draining to the City's MS4 are included on the map and that these areas were assigned the appropriate trash generation category when the original baseline map was created. Based on the findings of this evaluation, the City's baseline map was refined and now provides a much more accurate illustration of both its jurisdictional areas and the associated baseline level of trash that was generated on these areas in 2009. The areas treated by existing trash full capture systems were also evaluated and refined based on more accurate information on drainage patterns and the configuration of the City's MS4. These refined treatment area boundaries provide a much more accurate illustration of the land areas draining to these full capture systems. Lastly, in FY 22-23 the City began to identify which existing multi-beneficial (bioretention) treatment facilities achieve the trash full capture design standard, as described in the MRP and the State Water Resources Control Board fact sheets on multi-beneficial full capture systems. A technical memorandum describing the analysis conducted by the Santa Clara Valley Urban Runoff Program (SCVURPPP) that supports the criteria used to identify the applicable bioretention facilities was included in their FY 21-22 Annual Report. The City's Long-term Trash Load Reduction Plan was updated with these refined jurisdictional areas and full capture treatment drainage boundaries and refined baseline trash generation levels, which are included in Appendix 10-1 of this report.</p>
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**C.10.f.i ► Trash Reduction Offsets –Creek and Shoreline Cleanups (Optional)**

Provide a summary description of creek and shoreline cleanups conducted at a minimum frequency of twice per year, and sufficient to demonstrate sustained improvement of the creek or shoreline area, the volume of trash removed, and the offset claimed in FY 22-23. Provide the number and frequency of cleanups conducted, locations and cleanup dates.

Offset Program	Summary Description of Actions and Assessment Results	Volume of Trash (CY) Removed/Controlled in FY 22-23	Offset (% Jurisdiction-wide Reduction)
Additional Creek and Shoreline Cleanups (Max 10% Offset)	<p>El Zanjon creek flows through San Bruno City Park. It is referenced as Trash Hot Spot (SB001). City of San Bruno Park Division staff removed trash from the El Zanjon creek area at total of 344 days during FY 22-23. Based on information provided by Park staff, seven gallons of trash was removed from the creek on average per day. Based on this information, a total of <b>2,408 gallons</b> (i.e., 344 days x 7 gallons) of trash was removed from the El Zanjon creek area during FY 22-23. The Park is fully opened and averaging 7 gallons a day.</p> <p>Eastside of San Antonio Rd. (San Felipe to Santa Helena) the storm drains from this area go under Cal Train/ Bart into the wetland area and small unnamed creeks that flow to San Bruno Creek, which begins at Huntington and Cupid. Cleanup targeting this area occurred on March 6, 2023. A total of <b>250 gallons</b> was removed from this area in FY 22-23.</p> <p>A total of <b>2,658 gallons (13.2 CY)</b> of trash was removed from additional creek cleanups during FY 22-23.</p>	13.2 CY	3.9%

**C.10.f.ii ► Trash Reduction Offsets – Direct Trash Discharge Controls**

For those Permittees with a Direct (Trash) Discharge Control (offset) Program (DDCP) approved by the Water Board Executive Officer, provide a summary description of the trash controls implemented, the volume of trash removed via the DDCP, and the offset claimed in FY 22-23. Attach a report that includes the following:

- For Permittees whose DDCPs address significant discharges from **unsheltered homeless populations**, include a narrative description and quantitative information for the following for the current year and for each prior year of the permit term:
  - The estimated number of people experiencing unsheltered homelessness in their jurisdiction;
  - the estimated number of people experiencing unsheltered homelessness living within approximately 500 feet of receiving waters;
  - the estimated portion of those populations provided housing as described in Provision C.10.f.ii.b.(i);
  - the estimated portion of those populations served with the services described in Provision C.10.f.ii.b.(i);
  - the number and scope of sanitation controls and services provided to homeless encampments;

C.10.f.ii ► Trash Reduction Offsets – Direct Trash Discharge Controls			
Offset Program	Summary Description of Actions and Assessment Results	Volume of Trash (CY) Removed/Controlled in FY 22-23	Offset (% Jurisdiction-wide Reduction)
<ul style="list-style-type: none"> <li>○ the number and scope of trash controls and services provided to homeless encampments; and</li> <li>○ the number and scope of sanitary cleanouts and other services provided to RVs.</li> </ul> <ul style="list-style-type: none"> <li>• For Permittees whose DCPs address significant discharges from <b>illegal dumping sites</b>, include a narrative description and quantitative information for the following for the current year and for each prior year of the permit term:               <ul style="list-style-type: none"> <li>○ The total number of active illegal dumping sites;</li> <li>○ the number of active illegal dumping sites within approximately 500 feet of receiving waters;</li> <li>○ the number of illegal dumping sites where trash was collected and the amount of material collected;</li> <li>○ dumping vouchers (or equivalent) provided (and who they are provided to);</li> <li>○ dumping vouchers (or equivalent) used; and</li> <li>○ outreach and education provided to the public regarding illegal dumping and the availability of dumping vouchers (or equivalent).</li> </ul> </li> <li>• For Permittees whose DCPs address significant discharges from <b>both unsheltered homeless populations and illegal dumping sites</b>, include a narrative description and quantitative information for all of the elements listed above for the current year and for each prior year of the permit term.</li> </ul>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>

**Appendix 10-1.** Baseline trash generation and areas addressed by full capture systems and other control measures in Fiscal Year 22-23<sup>1</sup>.

TMA	2009 Baseline Trash Generation (Acres)				Trash Generation (Acres) in FY 22-23 After Accounting for Full Capture Systems				Jurisdiction-wide Reduction via Full Capture Systems (%)	Trash Accounting for Full Capture Systems and Other Control Measures				Jurisdiction-wide Reduction via Other Control Measures (%)	Jurisdiction-wide Reduction via Full Capture AND Other Control Measures (%)		
	L	M	H	VH	Total	L	M	H		VH	Total	L	M			H	VH
1	0	5	30	0	35	35	0	0	0	35	35	0	0	0	35	0.0%	13.9%
2	0	107	7	0	114	114	0	0	0	114	114	0	0	0	114	0.0%	14.8%
3	10	247	30	0	287	244	42	1	0	287	253	33	0	0	287	1.2%	35.4%
4	0	3	8	0	12	11	0	1	0	12	11	1	0	0	12	0.3%	3.5%
5	124	155	11	0	290	244	37	8	0	290	274	16	0	0	290	6.0%	14.0%
6	0	5	0	0	5	4	1	0	0	5	4	1	0	0	5	0.0%	0.5%
7	10	8	0	0	18	15	3	0	0	18	16	2	0	0	18	0.2%	0.5%
8	33	34	0	0	67	59	8	0	0	67	67	0	0	0	67	0.9%	2.9%
9	1936	0	0	0	1936	1936	0	0	0	1936	1936	0	0	0	1936	0.0%	0.0%
<b>Totals</b>	<b>2112</b>	<b>565</b>	<b>86</b>	<b>0</b>	<b>2764</b>	<b>2663</b>	<b>91</b>	<b>10</b>	<b>0</b>	<b>2764</b>	<b>2710</b>	<b>53</b>	<b>0</b>	<b>0</b>	<b>2764</b>	<b>8.5%</b>	<b>85.5%</b>

<sup>1</sup> Due to rounding, total acres and percentages presented in this table may be slightly different than the sum of the acres/percentages in the corresponding rows/columns (e.g., differ by 1 acre or 0.1%).

<sup>2</sup> "NA" indicates that the TMA has no moderate, high, or very high trash generating areas (i.e., all low trash generation and/or non-jurisdictional) and therefore no additional trash control measures are needed.