



“The City with a Heart”

Vaughn Gregory, Chair
Anthony Clifford, Vice Chair
Jim Evangelist, Member
Marsha Glassner, Member
Frank Hedley, Member
John Marty, Member
Lily Cheng Zedler, Member

AGENDA REVENUE MEASURE OVERSIGHT COMMITTEE SPECIAL MEETING February 19, 2026 5:30 PM

<p>IN PERSON* MEETING LOCATION</p> <p>San Bruno Senior Center, Assembly Room 1555 Crystal Spring Road San Bruno, CA 94066</p> <p>*Please turn off all electronic devices before the start of the meeting to prevent disruptions*</p>	<p>Zoom Link: https://sanbruno-ca-gov.zoom.us/j/82324823565?pwd=UWb7CiBwF5EVbmf6lBAzUeq7v00tEb.1</p> <p>Webinar ID: 823 2482 3565 Webinar Password: 384844</p> <p>*Teleconference broadcasting is offered in the meeting 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 Esther Garibay. Public comment may also be emailed to egaribay@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 Esther Garibay 48 hours prior to the meeting at (650) 616-7034 or via email at egaribay@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 REVENUE MEASURE OVERSIGHT COMMITTEE less than 72 hours prior to that meeting are available for public inspection with the Finance Division 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 <https://www.sanbruno.ca.gov/AgendaCenter>.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE ORDER OF ITEMS ON THE AGENDA**
4. **APPROVAL OF MINUTES**
 - a. Approve May 29, 2025 meeting minutes.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

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

5. CONDUCT OF BUSINESS

Public comment will be requested after each topic in this section

- a. Select Chair and Vice Chair.
- b. Receive the Measure G District Sales Tax Fund Audited Financials for the Fiscal Year Ended June 30, 2025.
- c. Amend the Bylaws to change annual meeting date to third Thursday in February, and correct number of committee members.
- d. Presentation of staff recommended FY2026-27 Measure G spending plan.

6. ADJOURNMENT

The next Regular Revenue Measure Oversight Committee meeting will be held on February 18, 2027, at 5:30 p.m.

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 February 13, 2026, by 5:30 pm



Esther Garibay, Finance Manager

“The City with a Heart”



Vaughn Gregory, Chair
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Marsha Glassner, Member
Frank Hedley, Member
John Marty, Member
Lily Cheng Zedler, Member

MINUTES
REVENUE MEASURE OVERSIGHT COMMITTEE
SPECIAL MEETING

May 29, 2025

4:00 p.m.

1. CALL TO ORDER

4:04 p.m.

- 2. ROLL CALL** – Members present: Vaughn Gregory, Anthony Clifford, Jim Evangelist, Marsha Glassner, Frank Hedley, and John Marty
Members absent: Lily Cheng Zedler

3. APPROVAL OF THE ORDER OF ITEMS ON THE AGENDA

No changes to report.

4. APPROVAL OF MINUTES

- a. Approve February 13, 2025 meeting minutes.

M/S Hedley/Glassner. All in favor. Member Clifford abstained.

5. PUBLIC COMMENT ON ITEMS NOT ON AGENDA

There were no speakers during public comment.

6. CONDUCT OF BUSINESS

- a. Provide input on the City Manager’s FY26 Recommended Measure G Budget

M/S Hedley/Marty to accept the City Manager’s FY26 Recommended Measure G Budget with exception of the 2.0 FTE Maintenance Workers to operate TED for Paving Operations. All In favor.

**Roll call for vote: Ayes: Gregory, Clifford, Evangelist, Glassner, Hedley and Marty
Nays: None. Members absent: Zedler. Motion carried six of six votes.**

7. ADJOURNMENT:

The Regular Revenue Measure Oversight Committee scheduled for January 14, 2026 at 5:30 p.m. was canceled. (Note dated May 29, 2025: *The Committee is considering a recommendation to the City Council to change its regular meeting schedule from the second Wednesday of January to the second Thursday of February.*)

M/S Hedley/Evangelist to adjourn meeting. Meeting adjourned at 5:40 p.m.

The meeting minutes were prepared by Esther Garibay, Finance Manager, for consideration of approval at the special meeting scheduled on February 19, 2026.

Esther Garibay
Finance Manager

Vaughn Gregory
Chair



Revenue Measure Oversight Committee Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: February 19, 2026

TO: Members of the Revenue Measure Oversight Committee

FROM: Esther Garibay, Finance Manager

SUBJECT: Receive the Measure G District Sales Tax Fund Audited Financials for the Fiscal Year Ended June 30, 2025

BACKGROUND:

San Bruno Municipal Code Section 2.28.030(b) and California state law require the City to engage an independent certified public accountant to audit the City's financial transactions and reports annually. The City engaged Badawi & Associates (Independent Auditor) to conduct the audit, with this year's audit being the firm's third for San Bruno. The audit examines the financial statements, evaluates compliance with applicable laws and regulations, and assesses the City's internal controls against fraud. The Annual Comprehensive Financial Report (ACFR) is the City's formal financial statements document, and it includes important disclosures about a city's financial policies, assets, liabilities, and performance over the past two years.

DISCUSSION:

As a result of their annual independent audit of the City's financial records and statements, including those for the Measure G half-cent sales tax, the Independent Auditor has rendered an unmodified opinion, the optimal opinion issued by independent auditors. "In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining funds information of the City, as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America."

Attachment 1 provides the statements specific to the Measure G District Sales Tax Fund. The complete financial statements are available online at: sanbruno.ca.gov/finance

FISCAL IMPACT:

None.

RECOMMENDATION:

Receive the Measure G District Sales Tax Fund Audited Financials for the Fiscal Year Ended June 30, 2025.

ALTERNATIVES:

1. None

ATTACHMENTS:

1. Measure G District Sales Tax Fund Audited Financials

DATE PREPARED:

February 12, 2026

City of San Bruno
Combining Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund
For the year ended June 30, 2025

	General Fund Operating and Reserves	Measure G	Intra-Fund Transactions Elimination	General Fund Totals
REVENUES:				
Taxes	\$ 45,208,166	\$ 3,714,871	\$ -	\$ 48,923,037
Licenses and permits	3,651,136	-	-	3,651,136
Intergovernmental and grants	6,299,037	-	-	6,299,037
Charges for services	3,354,749	-	-	3,354,749
Fines and forfeitures	937,116	-	-	937,116
Use of money and property	8,967,607	-	-	8,967,607
Other revenues	398,014	-	-	398,014
Total revenues	68,815,825	3,714,871	-	72,530,696
EXPENDITURES:				
Current:				
General government	11,599,685	-	-	11,599,685
Public safety	33,109,212	-	-	33,109,212
Public works	1,583,990	-	-	1,583,990
Streets	2,285,308	-	-	2,285,308
Parks and recreation	4,642,063	-	-	4,642,063
Library	2,244,810	-	-	2,244,810
Community and economic development	7,870	-	-	7,870
Capital outlay	943,831	-	-	943,831
Total expenditures	56,416,769	-	-	56,416,769
REVENUES OVER (UNDER)				
EXPENDITURES	12,399,056	3,714,871	-	16,113,927
OTHER FINANCING SOURCES (USES):				
Transfers in	1,807,056	74,717	(193,905)	1,687,868
Transfers out	(9,090,909)	(4,664,928)	193,905	(13,561,932)
Proceeds from sale of property	999,985	-	-	999,985
Total other financing sources (uses)	(6,283,868)	(4,590,211)	-	(10,874,079)
Net change in fund balances	6,115,188	(875,340)	-	5,239,848
FUND BALANCES:				
Beginning of year	58,693,575	2,143,632	-	60,837,207
End of year	\$ 64,808,763	\$ 1,268,292	\$ -	\$ 66,077,055

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Measure G				Intrafund Eliminations	General Fund Totals			
Original Budget	Final Budget	Actual	Variance	Actual	Original Budget	Final Budget	Actual	Variance
\$ 3,800,000	\$ 3,800,000	\$ 3,714,871	\$ (85,129)	\$ -	\$ 47,347,324	\$ 47,347,324	\$ 48,923,037	\$ 1,575,713
-	-	-	-	-	3,239,500	3,239,500	3,651,136	411,636
-	-	-	-	-	5,499,452	5,499,452	6,299,037	799,585
-	-	-	-	-	2,035,963	2,035,963	3,354,749	1,318,786
-	-	-	-	-	1,620,152	1,620,152	937,116	(683,036)
-	-	-	-	-	4,598,200	4,598,200	8,967,607	4,369,407
-	-	-	-	-	140,969	140,969	398,014	257,045
3,800,000	3,800,000	3,714,871	(85,129)	-	64,481,560	64,481,560	72,530,696	8,049,136
-	-	-	-	-	12,888,552	12,967,593	11,599,685	1,367,908
-	-	-	-	-	33,158,904	33,623,840	33,109,212	514,628
-	-	-	-	-	1,542,125	1,640,984	1,583,990	56,994
-	-	-	-	-	2,673,722	2,717,126	2,285,308	431,818
-	-	-	-	-	4,801,076	4,970,868	4,642,063	328,805
-	-	-	-	-	2,353,516	2,353,516	2,244,810	108,706
-	-	-	-	-	-	176,911	7,870	169,041
-	-	-	-	-	551,629	1,353,787	943,831	409,956
-	-	-	-	-	57,969,524	59,804,625	56,416,769	3,387,856
3,800,000	3,800,000	3,714,871	(85,129)	-	6,512,036	4,676,935	16,113,927	11,436,992
-	74,717	74,717	-	(193,905)	2,407,585	2,738,228	1,687,868	(1,050,360)
(4,590,729)	(4,664,928)	(4,664,928)	-	193,905	(15,143,119)	(16,232,787)	(13,561,932)	2,670,855
-	-	-	-	-	-	-	999,985	999,985
(4,590,729)	(4,590,211)	(4,590,211)	-	-	(12,735,534)	(13,494,559)	(10,874,079)	2,620,480
\$ (790,729)	\$ (790,211)	(875,340)	\$ (85,129)	-	\$ (6,223,498)	\$ (8,817,624)	5,239,848	\$ 14,057,472
		2,143,632		-			60,837,207	
		\$ 1,268,292		\$ -			\$ 66,077,055	

REVENUE MEASURE OVERSIGHT COMMITTEE BYLAWS

1. **Purpose and Intent.** The membership and duties of the **Revenue Measure Oversight Committee** (the “Committee”) are prescribed in Chapter 3.39 of the San Bruno Municipal Code. These Bylaws set forth the procedural rules for the conduct of Committee meetings.
2. **Meetings.** The Committee shall conduct its business in accordance with Chapter 3.39 of the San Bruno Municipal Code, these Bylaws, the Ralph M. Brown Act (Government Code Section 54950 *et seq.*) and the Code of Conduct adopted by the City Council by way of Resolution No. 01-2604.
 - 2.1 **Regular and Special Meetings.** The Committee shall hold at least one regular meeting per calendar year, which shall occur on the third Thursday of February at **5:30 p.m.**, except that no meeting shall be held if a regular meeting day falls on a legal holiday. Regular meetings shall be held at City Hall. In addition, the Committee shall hold at that least two additional meetings annually to review audit results and/or the staff recommended allocations for future tax revenues in connection with the City’s budget process.

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

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

Study Sessions. The Committee may, from time to time, as part of a regular, adjourned or special meeting, meet in study session to focus on a particular matter within its jurisdiction. Action shall not be taken during a study session but direction may be provided.

2.3 Public Meetings. All meetings and study sessions of the Committee shall be open to the public. Closed sessions may be held only when specifically authorized by the Brown Act.

2.4 Cancellation of Regular Meetings. The Committee may cancel an upcoming regular meeting for lack of a quorum. Notice of the cancellation shall be posted in lieu of an agenda.

3. Organization of the Committee.

3.1 Establishment. There is established a **Revenue Measure Oversight Committee**. The Committee shall consist of five (7) residents of the City who are at least 18 years of age or older; except that the City Council may choose to appoint as one of the five Committee members a youth representative who must be 18 years of age or under at the time of appointment, reside in San Bruno and attend high school. Committee members shall not be current Councilmembers, current members of any other City Board, Committee, or Commission, or current employees of the City. Members shall be appointed by and serve at the pleasure of the Mayor with the majority approval of the City Council, subject to removal at any time by a majority vote of the City Council as specified in Municipal Code Section 3.39.160(B).

3.2 Term. The term of office of each member shall be four (4) years with the exception of youth members who shall be appointed for a two (2) year term, subject to the provisions of Section 3.1 above. The terms will be staggered so that a roughly equal number of terms ends every two years, with designated committee members having initial two-year terms where necessary. No committee member shall hold office for longer than two consecutive terms; a two-year term followed by a four-year term shall constitute two consecutive terms. However, an unexpired term of less than one-half of a full term shall not count as a term for the purpose of the term limits in this Section.

3.3 Compensation. No person shall receive compensation for service as a member, except for reimbursement of all such expenses necessarily and legitimately incurred and authorized during the performance of official duties for payment for service as a proctor during administration of employment examinations.

3.4 Officers. The Committee shall elect from its membership a Chair, who shall preside over meetings. The Committee shall also elect a Vice-Chair, who shall preside in the absence of the Chair. The Chair and Vice-Chair are sometimes referred to herein as the “presiding officer.” The Chair shall have the following powers:

3.4.1 To call to order the meeting and to conduct the order of business as set forth in the agenda.

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

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

- 3.5 **Organizational Meeting.** At its first meeting, the members shall elect a Chair and Vice-Chair from among its members.
- 3.6 **Term of the Chair and Vice-Chair.** The term of office of the Chair and Vice Chair shall be one year. A member may serve more than one consecutive term as Chair or Vice-Chair. Nothing shall prevent the Committee from removing and replacing the Chair or Vice-Chair at any time during their respective terms, provided that the item is properly on the agenda of the meeting.
- 3.7 **Vacancy in the Office of Chair or Vice-Chair.** A vacancy in the office of Chair or Vice-Chair shall be filled for the remainder of the unexpired term by election at the next meeting provided the election has been noticed on the agenda.
- 3.8 **Vacancy of a Member's Seat.** A member may resign by submitting his or her resignation in writing to the Chair. The resignation is effective and irrevocable when submitted. In the event of an unscheduled vacancy of any member's seat prior to the expiration of his or her term, the City Council (or in the case of an individual appointment, the applicable Councilmember) may appoint a member to serve the remainder of the

unexpired term. The newly appointed member shall take and subscribe to the oath of office before the next regular meeting after his or her appointment by the City Council.

- 3.9 Quorum.** A majority of the total membership of the Committee shall constitute a quorum for the transaction of business. Where there is not a quorum present, the Secretary of the Committee shall announce that no meeting will be held due to lack of a quorum, and shall announce the date of the next regular or adjourned meeting. When a member is disqualified due to a financial conflict of interest, his or her presence shall not be considered in determining the presence of a quorum. Any decision of the Committee shall require a vote of the majority of the members present and qualified to vote.
- 3.10 Subcommittees.** The Committee may from time to time establish either standing or ad hoc subcommittees consisting of any number less than a quorum of its membership for the purposes of studying a specific area of concern. Standing subcommittees (that have a regular meeting schedule or continuing subject matter jurisdiction) are subject to all of the requirements of the Brown Act. The Committee may refer matters to a subcommittee to report back to the full Committee at a future date. The subcommittee report will be considered advisory and its recommendations are subject to action by the full Committee.
- 3.11 Absences from meetings.** If a member of the Committee is absent from three successive regular meetings without being excused by the Committee, or is absent for any reason for more than six regular meetings in any twelve-month period, the office of such member shall be vacated and the Chair shall immediately notify the Secretary, who shall notify the City Council that said office is vacant. Upon such notification, a successor for the remainder of the term of such member shall be appointed as adopted by Council Policy on July 26, 1976. In order to request an excused absence, a member must notify the Chair or the Secretary of the anticipated absence in advance of the meeting and the request must be noted during call of the roll and reflected in the minutes of the meeting, and is subject to denial by the Committee.
- 3.12 Oath of Office.** Newly appointed members shall take and subscribe to the oath of office before assuming their duties. The oath may be given by a City official authorized to do so by State law.

4. Powers and Duties.

- 4.1** Annually review and provide a summary report to the City Council regarding the City's audit of the revenue collected by the tax and the expenditures made in connection with such revenues.;

- 4.2 Annually, provide feedback to the City Council regarding the staff recommended allocation of the tax revenue as part of the budget process;
- 4.3 Provide other assistance as requested by the City Council or the City Manager.

5. **The Committee Agenda.**

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

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

5.3 **Affidavit of posting.** Immediately following the posting of the agenda, the City Clerk shall cause to be completed an affidavit of posting. The affidavit shall indicate the time and location of posting, and shall be signed under penalty of perjury. The City Clerk shall retain all such affidavits in accordance with the City's records retention policy.

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

1. Call to Order/Roll call
2. Approval of the Order of Items on the Agenda
3. Approval of Minutes (unless approved on the Consent Calendar)
4. Public Comments on Consent Calendar and Matters Not on the Agenda
5. Consent Calendar
6. Conduct of Business
7. Items from Staff
8. Public Comments on Matters Not on the Agenda (remaining comments not heard during previous comment period)
9. Items from Members and Subcommittee Reports
10. Adjournment

5.5 **Description of Matters on the Agenda.** All items of business to be transacted shall be described briefly on the agenda in sufficient detail so

that a reasonable person can determine the general nature of the matter under consideration. Not every recommendation or conceivable action or alternative need be listed. Generally, each item on the agenda shall contain a staff recommendation and the specific action requested to be taken.

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

5.6.1 Upon a majority determination of the existence of an “emergency” as that term is defined in the Brown Act.

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

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

5.7 Adding Items of Business to a Future Agenda. Any member may during “Items from Members” request that an item of business within the Committee’s subject matter jurisdiction be added to a future agenda. Such requests must be listed on the published agenda and are subject to approval of the Committee.

5.8 Public Comments. Members of the public shall be permitted to speak on each item of business on the agenda when the item is taken up and before action is taken on the item by the Committee. Each speaker shall have a three (3) minute period to speak; time cannot be ceded to another speaker. In order to facilitate the conduct of the meeting, the Chair or the Committee may lengthen or shorten the three-minute period for all speakers on a particular agenda item based on the number of persons in attendance wishing to speak or the complexity of the matter under consideration. The “Public Comments” item shall be limited to items on the Consent Calendar (and not pulled therefrom) and matters not on the agenda but within the subject matter jurisdiction of the Committee. An individual may speak only once during “Public Comments,” either at the first or second public comment period.

- 5.9 Notification.** Upon written request on an annual basis and payment of the fee required by the City's fee resolution, the Secretary will mail agendas or agenda packets to any person.
- 6. Minutes.** The minutes of meetings shall be kept by the Secretary in accordance with the following policy:
- 6.1** Minutes shall contain a record of all proceedings, motions, and actions, but shall only contain a summary of the discussion, not a verbatim transcription. The minutes shall accurately reflect what occurred at the meeting, and shall be posted on the City's website once approved.
 - 6.2** All motions, whether carried or not, shall be recorded, disclosing the author of the motion and the second, and the roll call vote.
 - 6.3** Minutes of public hearings shall list when available the names and City of residence of all persons who speak during the hearing, and the position they took on the matter. The minutes need not include detailed or verbatim transcriptions of public comments.
 - 6.4** An audiotape recording of all meetings shall be made and said recording tapes shall be kept for a period not less than thirty days following approval of the minutes, and shall be subject to disclosure during that time.
- 7. Secretary.** The City Manager or applicable Department Director or his/her designee shall serve as the Secretary for the Committee. The Secretary shall:
- 7.1** Keep the minutes of all meetings and transmit approved minutes to the City Clerk;
 - 7.2** Give or serve all notices required by law or by these rules;
 - 7.3** Formulate and prepare the agenda for all meetings;
 - 7.4** Be custodian of Committee records;
 - 7.5** Inform the Committee of correspondence relating to business of the Committee and attend to such correspondence;
 - 7.6** Handle funds allocated to the Committee, as directed by the applicable Department Director, and in accordance with its directives, the law, and City regulations; and
 - 7.7** Sign official documents of the Committee.
- 8. Conduct of Meetings.**

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

8.2 Adoption by Majority Vote. A motion shall be adopted by an affirmative vote of a majority of the members present provided a quorum is determined to exist. Members have a duty to vote "aye", or "nay" on each motion. Abstentions shall be cast only if the member declares:

8.2.1 The existence of a conflict of interest or other disqualification from voting; or

8.2.2 A lack of sufficient information upon which to base a vote due to absence from a previous meeting.

Abstentions are not counted in the vote tally.

8.3. Rules of Decorum.

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

a. Communication with Members

1) Members should request the floor of the Presiding Officer before speaking.

2) A member who is speaking shall attempt to avoid repetition and shall limit their comments to the subject matter at hand. Members should express their views without engaging in lengthy debates.

3) When one member is speaking, other members shall not interrupt or otherwise disturb the speaker.

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

- 1) Members may question a person addressing the Committee at the conclusion of the person's comments or upon expiration of the person's time to speak. Such questions shall be directed to the person through the Presiding Officer.
- 2) Members shall not engage the person addressing the Committee in a dialogue with the Committee or City staff, but shall confine communication to a question and answer format conducted through the Presiding Officer.
- 3) If a member of the audience has addressed the Committee on matters that are not on the agenda, members shall refrain from discussion of the matter. If a member so wishes, the member may, if appropriate, during the "Items from Members" portion of the meeting, direct the Secretary to place the matter on the next agenda, subject to the approval of the Committee.

8.3.2 Rules for City Staff.

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

8.3.3 Rules for the Public

- a. Members of the Audience. Members of the audience shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet or other acts which disturb, disrupt, impede or otherwise render the orderly conduct of the meeting infeasible. A member of the audience repeatedly or continuously engaging in any such conduct shall, at the discretion of the Presiding Officer or a majority of the Committee, be subject to ejection from that meeting.
- b. Persons Addressing the Committee.
 - 1) Any person wishing to speak in connection with any item of business on the agenda shall first be invited to voluntarily complete a speaker request slip and submit the slip to the

Secretary, although completion of the speaker's slip is not required to speak.

- 2) No person shall address the Committee without first being recognized by the Presiding Officer.
- 3) No person addressing the Committee shall make repetitious, slanderous or irrelevant remarks, or engage in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of the meetings. Any person who so disrupts the meeting may, at the discretion of the Presiding Officer or a majority of the Committee, be subject to ejection from that meeting.

8.3.4 Enforcement.

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

Committee may exercise the authority granted in California Government Code Section 54957.9 by ordering the meeting room cleared and continuing in session in the manner authorized by Section 54957.9 of the Government Code. Members of the press shall be permitted to remain unless they have participated in the disruption.

- 8.4 Adjournment of Meetings.** Meetings shall adjourn not later than 10:30 p.m., or as soon thereafter as the Committee completes the item of business on the table at that hour, in which event items of business not yet addressed shall be continued to the next regular meeting or to an adjourned meeting. The Committee may by majority vote extend the meeting beyond 10:30 p.m. in order to complete more of its agenda.

9. General

- 9.1** The Committee and its activities are completely distinct from the Finance Department.
- 9.2** No member shall use any public resources including Finance Department, City, and/or Committee letterhead and paper in any private activity.
- 9.3** The Finance Director, or his or her designee, shall approve and release any and all publicity releases, public information, pamphlets and other public relations. The purpose is to ensure that no release or programs will conflict with policies or programs of the City.
- 10. Robert's Rules of Order.** If a matter arises that is not covered by these rules, the Brown Act or the San Bruno Municipal Code, the procedures of the Committee shall be governed by the latest revised edition of Robert's Rules of Order to the extent not inconsistent with laws governing public agencies.
- 11. Amendments to By-Laws.** These by-laws may not be amended unless the proposed amendment has been presented to and approved by the City Council.



Revenue Measure Oversight Committee Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: February 19, 2026
TO: Members of the Revenue Measure Oversight Committee
FROM: Nick Pegueros, Administrative Services Director & CFO
SUBJECT: Recommended 2026-27 Measure G Budget

BACKGROUND:

In 2019, San Bruno voters approved Measure G, a half-cent sales tax to fund City services and facilities. The State collects the tax proceeds and remits the funds to the City's General Fund, where they are available for any lawful governmental purpose. The Measure G ballot question stated:

Shall the City of San Bruno's measure to fund city services/facilities such as:

- neighborhood police patrols;
- fire prevention services;
- urban wildfire protection;
- crime suppression/investigation;
- pothole/street repair;
- increasing parking supply;
- upgrading parks/other city services/facilities;
- expanding services supporting local businesses;

by levying a 1/2¢ sales tax, providing approximately \$4,000,000 annually, until ended by voters, with independent citizens' oversight, no money for Sacramento, all funds spent locally, be adopted?

Since Measure G's approval, the City Council has allocated approximately \$17.3 million (77%) to the pavement management program. Additional allocations include \$2 million for services during the COVID-19 economic crisis, \$1.3 million for public safety, \$1.5 million for the "Cleanup San Bruno" initiative, and \$0.4 million for communications and efficiency improvements, for a total of \$22.4 million over six years.

DISCUSSION:

As required by Section 4.1 of the Revenue Measure Oversight Committee's (RMOC) by-laws, the City Council requests feedback on the proposed Measure G revenue allocation for 2026-27. The Council will review this feedback at its March 10, 2026 meeting.

In FY 2024-25, Measure G generated \$3.7 million in revenue and expended \$4.6 million, drawing down the Measure G fund balance to \$1.3 million as of June 30, 2025. The revenue is expected to decline reflecting the wind-down of operations at The Shops at Tanforan as well as broader market softening. For 2025-26, projected revenue is approximately \$3.5 million against budgeted

expenditures of \$3.81 million, further reducing the fund balance to a projected \$1 million as of June 30, 2026. For future years, staff recommends maintaining a base year budget of \$3.4 to \$3.5 million with an annual growth factor of approximately 2%. These assumptions will likely result in maintaining the Measure G fund balance at around \$1 million for one-time uses.

2025-26 Measure G Adopted Budget

The FY 2025-26 budget included a conceptual five-year plan, the “Triple Flip,” which utilizes \$40 million in Measure Q and other street-restricted funds, thereby allowing Measure G to support select purposes that lack stable funding sources. For FY 2025-26, the Council, with RMOC input, adopted a spending plan totaling \$3.81 million, as detailed in Table 1. The Measure G budget funds key City Council initiatives, most notably the Cleanup San Bruno initiative, and continues support for streets maintenance and fire safety mitigation. A brief description of each use follows Table 1.

Table 1.

2025-26 Measure G Budget (\$ million)	FY26
Ongoing	
Cleanup San Bruno	\$1.46
T.E.D. Pavement Patch Truck operation	0.54
Fire Safety Mitigation	0.61
Limited term	
Streetlight Replacement (first of three phases)	0.60
Downtown and Pathway Lighting Improvements (one-time)	0.20
Catalyzing Innovation – Software Overhaul (expires 6/30/2028)	0.20
Community Communications and Engagement Program	0.10
Strategic Analysis of Major City-owned Properties (one-time)	0.10
Total	\$3.81

“Cleanup San Bruno” - Litter and Illegal Dumping (LID)

The City Council has designated Litter and Illegal Dumping (LID) as a top priority for FY 2025-26, recognizing its growing impact on City-owned properties, medians, and recurring hotspot locations, including some non-City-owned areas. Illegal dumping remains a persistent challenge in San Bruno and neighboring jurisdictions. The City receives approximately 750 service requests annually, while over two million vehicles travel through San Bruno each month, contributing to litter accumulation and straining City resources.

To address these challenges, the City Council launched the Cleanup San Bruno Initiative for 2025-26, establishing the Litter and Illegal Dumping – Abatement Task Force (LID-ATF). This multi-departmental effort—led by Police, Code Enforcement, Public Works, and Community Services—shifts from reactive clean-ups to a strategic program emphasizing abatement, prevention, enforcement, and inter-agency collaboration. As part of this action, the Council also

approved a dedicated LID-ATF budget for 2025-26, establishing the financial foundation needed to implement and sustain this Citywide effort.

Public Works and Police staff are actively coordinating to address and prevent illegal dumping on both City-owned and other jurisdictional properties within San Bruno. A video highlighting this work was posted in early January 2026 and received significant community engagement. Although the Public Works Department was unable to identify a suitable communications consultant, the Department is partnering with the City Manager's Office and the reactivated Beautification Task Force to engage residents and promote this initiative on social media.

T.E.D. Pavement Patch Truck operation

In 2021, the City Council approved the purchase of an all-in-one pothole patch truck to boost the output and quality of pothole repairs. The truck, manufactured as a self-contained pothole patching unit, can carry approximately 1.8 tons of hot mix asphalt and the full complement of tools needed to perform durable, long-lasting patches. Branded as "T.E.D." – Tackling Every pothole, Ensuring smooth travel, and Delivering quality repairs – the truck is a visible, Measure G-funded response to one of the community's highest priorities: better, smoother streets. T.E.D. allows crews to complete high-quality repairs efficiently, extending pavement life and reducing repeat visits to the same locations.

T.E.D. was intentionally designed to be operated by a small, focused crew—one truck, two staff—rather than multiple trucks and a larger team. A typical operation includes safely positioning the vehicle, preparing and cleaning the pothole, applying tack coat, placing and compacting hot mix asphalt, and managing traffic control, all of which require at least two trained maintenance workers to perform efficiently and safely. With two dedicated workers, the City can maximize T.E.D.'s capacity, complete more patches per day, and minimize setup and travel time between sites, increasing the value of the Measure G investment. The 2025-26 budget transferred 2.0 FTEs from the General Fund to the Measure G fund to operate T.E.D.

Fire Safety Mitigation

The Citywide Wildfire Mitigation program provides resources to remove hazardous fuels and enhance defensible space and has been augmented over the past several years using Measure G. For 2025-26, Measure G contributed \$0.3 million to support vegetation management and an additional \$0.08 million for enhanced July 4th Education & Enforcement. Measure G also funded the establishment of a new Deputy Fire Marshal function, which provides technical leadership and enforcement capacity to ensure that investments are targeted, code-compliant, and sustained over time through ongoing inspections, plan review, and public education.

When a mitigation project thins vegetation along evacuation corridors or creates defensible space near homes, the Deputy Fire Marshal can integrate those priorities into plan checks for adjacent development, inspection programs, and community outreach, helping ensure that new and existing properties maintain these safety gains. As state and local fire codes evolve in response to changing wildfire risks, the Deputy Fire Marshal also serves as the subject matter expert who updates local standards and ensures that Measure G-funded mitigation work remains aligned with the Fire Code and best practices in the wildland-urban interface.

This initiative is ongoing and is part of the Fire Department's regular work and community engagement efforts. Work completed in 2024-25 includes:

- 48 days of California Conservation Corps work for defensible space in Crestmoor Canyon with 20–25 members per day.

- Clearance of approximately 1.2 miles of fire roads.
- Creation of an interactive map on the Fire Department's website to inform residents about Crestmoor Canyon.

Streetlight Replacement

The City Council added the Regulated Output (R.O.) Streetlight Replacement Project – Phase 2 to its top priority initiative list. This project aims to replace the remaining, though currently functioning, streetlights and poles connected to the City's unreliable regulated output circuits with solar-powered streetlights. Some remaining R.O. lights are on Caltrans right-of-way and will require coordination and approval from Caltrans before replacement. Phase 1 addressed the most problematic R.O. circuits with recurring failures; Phase 2 is estimated at \$1.8 million and has been divided over three years at \$0.6 million per year. In addition, approximately \$0.2 million is needed for ongoing operations and maintenance to ensure the solar streetlights remain functional.

Funding for this project is on hold pending a mid-year budget update from staff. Currently, there are no significant issues with the remaining streetlights, and it may be worthwhile to request that PG&E fund a portion of this work instead of fully self-funding it. Staff are in preliminary discussions with PG&E to fund this effort via on-bill financing or through energy-savings grants and are working with nearby cities still on regulated output circuits to support a regional funding request.

Downtown and City Park Pathway Lighting Improvements

The Council prioritized installing, replacing, and repairing broken downtown parking lot lights as part of the 2025-26 budget, funded by Measure G. As of October 21, 2025, all malfunctioning downtown parking lot lights were repaired, and staff are confirming specifications for new poles. Work remains on track for completion by June 2026.

Additionally, the Council prioritized pathway lighting improvements at City Park. Solar streetlights have been ordered for the RAC overflow parking lot, and staff have incorporated this effort into the RAC Landscaping Capital Improvement Project. The required work will be put out to bid by FY 2025-26 Q4.

Community Communications and Engagement Program

At the recommendation of City staff, the Council identified community engagement as a top priority initiative for 2025-26. The initiative establishes a Communications and Engagement Program with the primary objective of enhancing internal and external communications through strategic use of various channels. The program is designed to foster transparency, trust, and inclusiveness among all stakeholders.

The program's overarching goal is to establish proactive mechanisms to keep the community, employees, businesses, and other stakeholders informed about City initiatives and activities while enhancing engagement. The program will establish communication standards and style, address news and media requirements, develop proactive content, manage social media platforms, and support other marketing-related needs. The 2025-26 budget includes \$0.1 million from Measure G for developing a communications and engagement strategy plan.

Catalyzing Innovation – Software Overhaul

The City plans to upgrade its ERP system to Tyler Technologies' platform, which will integrate finance, HR, and procurement functions and interface with the City's permitting system. This upgrade is intended to improve operational efficiency, automate tasks, reduce errors, and

enhance disaster recovery through improved security and data redundancy. The project is sponsored by the Assistant City Manager, with the Principal Special Projects Manager overseeing implementation. Partial funding for the Principal Special Projects Manager comes from Measure G, and it is recommended that this funding continue until June 30, 2028, to ensure the successful implementation of the ERP.

Strategic Analysis of Major City-owned Properties

The City Council added the Strategic Analysis of Major City-Owned Properties to the FY 2025-26 top priority initiatives based on staff's recommendation. The primary objective is to conduct a long-term real estate planning study of the City's major real estate portfolio, including (but not limited to) City Hall, the Library, Fire Stations, CityNet Services headquarters, the Carlton Corners Scout House, the Catalpa House, the CityNet Head End facility, the Corporation Yard, downtown parking lots, and potentially underutilized park sites.

The economic analysis will evaluate the real estate value of each property based on permitted development intensity, highest and best use, and current market conditions. It will assess project-level economic feasibility across major development types, including office, industrial, market-rate and affordable housing, hotels, and large-scale mixed-use projects.

The report will make recommendations for repurposing or disposition (sale or lease) based on value, development feasibility, and marketability. Factors considered will include the condition of existing facilities, feasibility and cost of relocating existing uses, location needs for facilities, interrelationships among City properties, and City policy goals. The report may also evaluate the cost of acquiring new property, through long-term lease or purchase, for the potential relocation of City facilities. It will identify a recommended approach for each property, along with action items and projected phasing/timing for City review.

The analysis is currently underway. The scope was expanded to include operational needs for the Police Department, potentially informing new acquisitions or capital investments to support the department. The consultant is working with specific City teams to provide more in-depth analysis of City properties.

Fiscal Year 2026-27 Recommended Spending Plan

The proposed 2026-27 spending plan largely continues the ongoing programs approved in the 2025-26 budget. Costs associated with the Cleanup San Bruno initiative are projected to decrease due to completion of one-time startup expenses, and Fire Safety Mitigation costs will decline following the removal of the enhanced July 4th Education & Enforcement program.

New for 2026-27 is an allocation to offset higher-than-budgeted compensation increases for public safety labor agreements. All three of the City's public safety unit labor agreements expired on December 31, 2025. The City has successfully negotiated a three-year successor agreement with the Fire Unit, which was fully ratified on February 10. The other public safety units remain in active negotiation. Under the new Fire Unit agreement, base salaries will increase by 22.07% to 22.85%, depending on classification, over three calendar years starting in January 2026. This adjustment significantly exceeds the City's forecast of 4% annual salary and benefit growth but it was necessary to align salaries closer to the market median among comparable agencies.

To balance the General Fund budget in light of these higher-than-forecast costs, staff recommend using Measure G to help fill the gap with a preliminary allocation of \$0.75 million for 2026-27. When combined with the continuation of other Council initiatives, as shown in Table 2, Measure G revenues in 2026-27 are sufficient to support the recommended spending plan.

However, the three-year term of the labor agreement results in compounding increases of approximately \$0.75 million each year. The request therefore includes \$0.75 million for 2026-27, an additional \$0.75 million for 2027-28 (totaling \$1.5 million), and a further \$0.75 million for 2028-29 (totaling \$2.25 million). As forecast in Table 2, ongoing expenditures from Measure G exceed projected revenues by approximately \$0.5 million in 2027-28 and \$1.0 million in 2028-29, which will necessitate future decisions about which ongoing programs to sustain.

Table 2.

Measure G Budget (\$ million)	FY27 Recommended	FY28 Projected	FY29 Projected
Revenue			
District Sales Tax	\$3.40	\$3.47	\$3.54
Expenditure			
Ongoing			
Cleanup San Bruno	\$1.20	\$1.22	\$1.24
T.E.D. Pavement Patch Truck operation	0.55	0.56	0.57
Fire Safety Mitigation	0.55	0.56	0.57
NEW: Public Safety labor agreements	0.75	1.50	2.25
Limited term			
Catalyzing Innovation – Software Overhaul (expires 6/30/2028)	0.20	0.20	0
Total Expenditure	\$3.25	\$4.04	\$4.63
Measure G Surplus/(Deficit)	\$0.15	(\$0.57)	(\$1.09)

The recommended Measure G budget for 2026-27 aligns with the voter-approved measure by funding roads and right-of-way maintenance, fire safety mitigation efforts, and support for public safety wage increases that exceed the General Fund’s capacity. Over the long term, however, the Measure G budget will face pressure from costs rising faster than revenue, requiring difficult budget decisions as early as 2027-28.

Pavement Management Program Funding

Historically, Measure G has been the primary source of funding for the City's annual Pavement Management Program (PMP), which includes road repairs and replacements and addresses a key concern identified in the biennial Community Priorities Survey. Since adoption, Measure G has contributed an average of \$3.5 million to the PMP.

Now that Measure G is focusing more on operational needs, the PMP will rely on the 2024 Measure Q General Obligation Bonds to continue significant investment in roadways. For 2025-26, Measure Q allocated \$9 million, raising the PMP budget to \$11 million. Staff plan to recommend using \$9 million from Measure Q again in 2026-27 to maintain progress in improving road infrastructure.

FISCAL IMPACT:

The recommended FY 2026-27 Measure G Spending Plan totals \$3.25 million and is balanced against Measure G half-cent sales tax collections estimated between \$3.4 and \$3.5 million. Key allocations include the continuation of initiatives such as Cleanup San Bruno and the T.E.D. Pavement Patch Truck operation, with new funds directed toward higher-than-forecasted public safety labor agreement costs. The budget aims to sustain essential City services while accommodating the financial impacts of recent labor negotiations.

RECOMMENDATION:

Provide feedback to the City Council on the Recommended FY27 Measure G Spending Plan.

ALTERNATIVES:

1. None

ATTACHMENTS:

None

DISTRIBUTION:

None

DATE PREPARED:

February 13, 2026