



City Council Adopted
**2008-09 General Fund, Special Revenue Funds,
Enterprise Funds, and Five Year
Capital Improvement Program Budget**



Enterprise Funds and Five Year Capital Improvement Program

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WATER FUND
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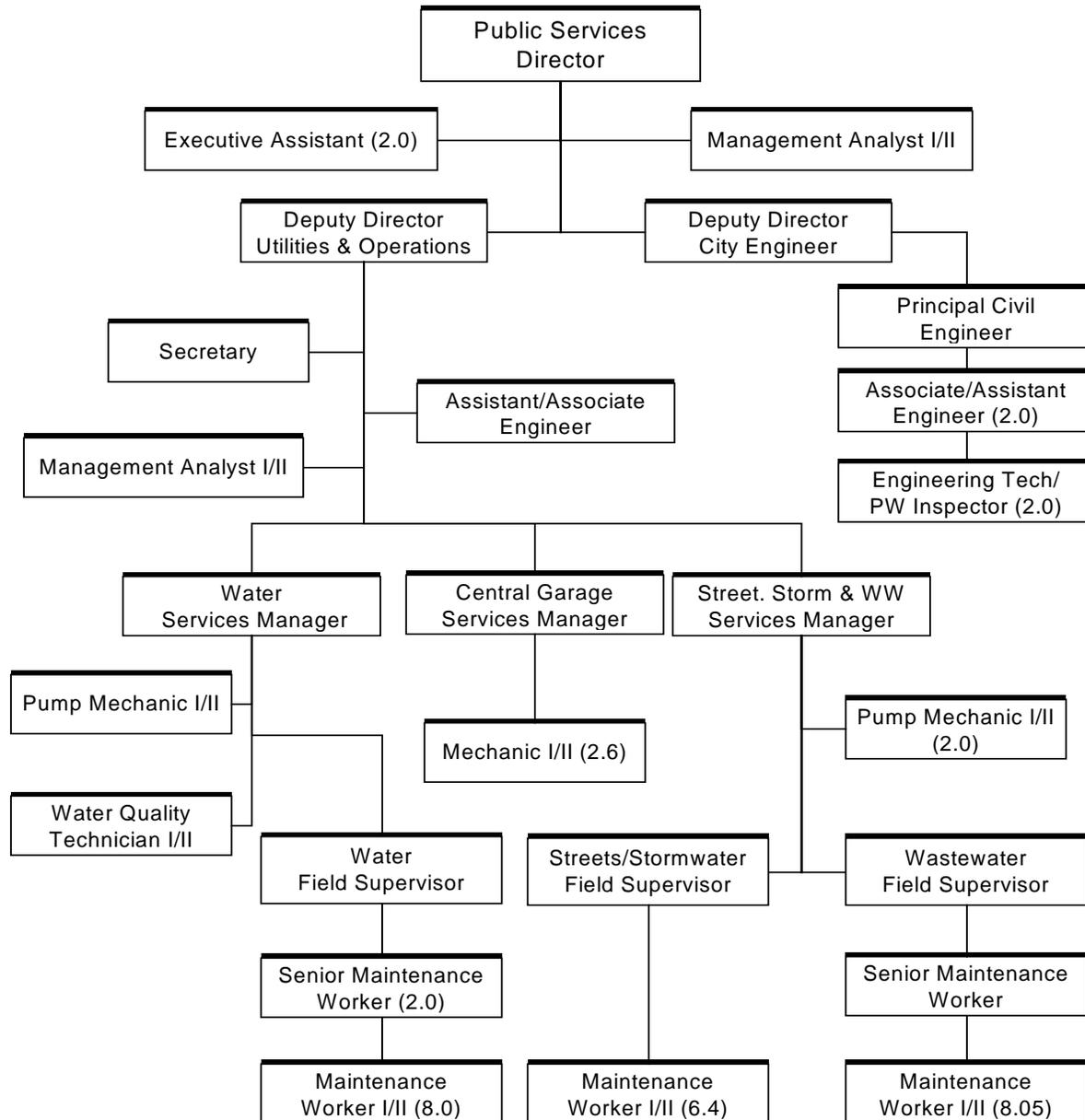
WATER ENTERPRISE FUND

WATER SUPPLY DIVISION

WATER DISTRIBUTION DIVISION

WATER ENTERPRISE FUND

(A DIVISION OF PUBLIC WORKS DEPARTMENT)



**WATER FUND
SUMMARIES**
(INSERT DIVIDER)

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WATER ENTERPRISE FUND CASH SHEET

	2007-08 Budget	2007-08 Est. Actual	2008-09 Adopted
Beginning Balance, July 1	\$6,974,354	\$6,225,398	\$6,764,336
Revenues			
Operating Revenues	7,747,200	7,551,779	7,998,999
Capacity Charges	160,000	275,000	300,000
Interest Income	165,000	160,000	160,000
Total Revenues	8,072,200	7,986,779	8,458,999
Expenses			
Supply Operating Expenses	4,251,040	4,261,210	4,526,010
Distribution Operating Expenses	2,301,209	2,356,061	2,370,642
Capital Improvement Program Expenses	5,896,337	668,567	6,643,429
Equipment Reserve Transfer	69,603	69,603	69,603
Equipment Reserve Purchases	160,585	130,585	45,000
Transfers Out:			
Parks & Facilities Capital	6,418	6,418	83,709
Technology Capital	25,000	25,000	10,000
Total Expenses	12,710,192	7,517,444	13,748,393
Operating Surplus (Deficit)	(4,568,389)	538,938	(5,219,791)
Ending Balance, June 30	\$2,405,965	\$6,764,336	\$1,544,545
Cash Available for Operations & Capital	1,467,155	5,795,526	551,132
Cash Available for Equipment Reserve	938,810	968,810	993,413

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WATER FUND
SUPPLY OPERATIONS
(INSERT DIVIDER)

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WATER ENTERPRISE – WATER SUPPLY DIVISION

*The City of San Bruno Water Supply Division is
committed to protecting public health and delivering potable water
that meets residents' aesthetic standards*

PROGRAMS

The Water Division is responsible for the efficient and effective operations and maintenance of the Water Supply and Distribution systems, which make up the Water Enterprise Fund activities.

The San Bruno water supply system consists of five production wells (currently capable of producing a total of 2.4 million gallons per day), 13 pressure zones, eight storage tanks located at six sites, and five connections to major transmission pipelines (four owned and operated by the San Francisco Public Utility Commission and one by the North Coast County Water District).

- **TREATMENT AND WATER QUALITY MONITORING**
Water Supply provides inspection, testing, treatment and reporting of water quality parameters to ensure compliance with EPA and California Department of Health Services standards for drinking water. Treatment of wells, chloramines flushing, and cleaning of tanks are all part of this activity.
- **STORAGE**
Water Supply checks water levels and maintains exteriors and interiors of 8 tank structures on a continuing basis.
- **PLANNING**
Water Supply provides evaluation of ongoing water production, purchases and usage, and planning for future system demands.
- **CONSERVATION**
Water Supply administers a voluntary water conservation program with emphasis on public awareness and participates in the washing machine rebate program.

PRIORITY FOCUS

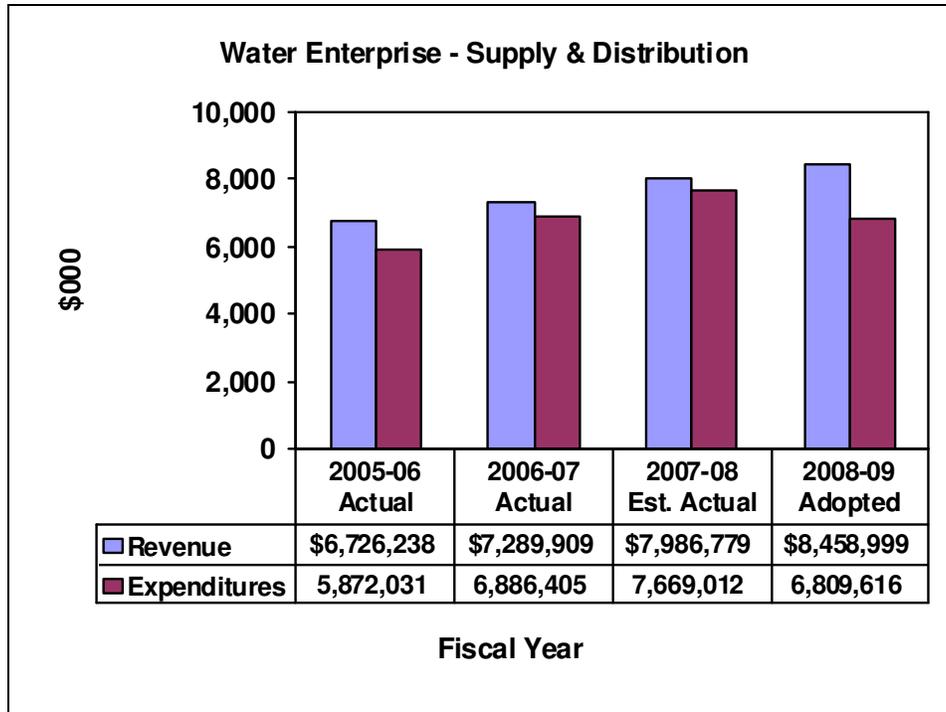
The Water Supply Division places an emphasis on customer service through providing a clean, safe supply of potable water to water system customers that meets or exceeds all established drinking water standards, and responding promptly to any water quality concerns. The water supply activities include disinfection at five wells, treatment for iron and manganese at two wells, and maintenance and monitoring of storage facilities. Federal and State mandated programs require water quality testing and related regulatory required analysis and reports. The Division is responsive and compliant with all current regulations and requirements that establish primary drinking water standards for disinfection and chemical constituents along with secondary standards such as taste, color, and temperature.

The adequacy of the City's water supply is vital for the commercial redevelopment of parcels in the community. The Water Master Plan adopted in 2000 and the 2006 Urban Water Management Plan have guided past priorities for system supply improvements, and the currently updated Urban Water Management Plan will be establish priorities for recommended capital improvements in 2008-09. As a long-term strategy to ensure appropriate, coordinated management of the West Bay Side Aquifer underlying San Bruno, the City is engaged with the San Francisco PUC and other local groundwater pumpers, the City of Daly City and the California Water Company, to establish a conjunctive use

program. Through the program, the City will agree to manage its pumping allow for recharge of the aquifer during wet years so that water can be stored for used in dry years.

PROGRAM RESOURCES

Delivery of the Division’s core services during fiscal year 2008-09 will require an expenditure budget of \$4,369,371 and personnel resources of 7.35 full time employees.



REVENUES

The Water Division is funded entirely by Water Enterprise Fund revenue derived from the utility rates charged to residents, commercial and industrial users based on their meter charges and water consumption.

Revenues	2005-06 Actual	2006-07 Actual	2007-08 Est. Actual	2008-09 Adopted
Operating Revenues	\$6,544,662	\$6,830,952	\$7,551,779	\$7,998,999
Capacity Charges	23,223	228,378	275,000	300,000
Interest Income	158,353	230,579	160,000	160,000
Total Revenues	\$6,726,238	\$7,289,909	\$7,986,779	\$8,458,999

EXPENDITURES

The cost of water purchases from the San Francisco PUC will increase for 2008-09. The wholesale cost per unit is projected to increase by approximately 10% from its current level of \$1.30 per unit (100 cubic feet).

Expenditures	2005-06 Actual	2006-07 Actual	2007-08 Est. Actual	2008-09 Adopted
Water Supply	\$3,997,786	\$3,228,513	\$4,261,210	\$4,369,371
Water Distribution	1,874,245	3,657,892	3,407,801	2,440,245
Total Expenditures	\$5,872,031	\$6,886,405	\$7,669,012	\$6,809,616

PERSONNEL

Personnel Summary

Public Works Department	General Fund		Water Fund		Stormwater	Wastewater Fund	Internal Service	Special Revenue	Total
	Admin & Eng.	Streets	Supply	Distrib.	Operations	Operations	Central Garage	Solid Waste	
Public Services Director	0.25	0.15	0.15	0.15	0.00	0.25	0.05	0.00	1.00
Deputy Dir. Engineering	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Deputy Dir. Utilities	0.00	0.20	0.15	0.20	0.05	0.35	0.05	0.00	1.00
Services Manager	0.00	0.25	0.50	0.50	0.25	0.50	1.00	0.00	3.00
Principal Civil Engineer	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Associate Civil Engineer	2.00	0.00	0.50	0.00	0.00	0.50	0.00	0.00	3.00
Field Supervisor	0.00	0.75	0.30	0.70	0.25	1.00	0.00	0.00	3.00
Water Quality Tech	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00
Management Analyst I/II	0.50	0.00	0.50	0.25	0.00	0.25	0.25	0.25	2.00
Pump Mechanic I/II	0.00	0.00	1.00	0.00	0.00	2.00	0.00	0.00	3.00
Senior Maintenance Worker	0.00	0.00	1.00	1.00	0.00	1.00	0.00	0.00	3.00
Maintenance Worker I/II	0.00	4.00	2.00	6.00	2.40	8.00	0.00	0.05	22.45
Engineering Tech	1.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	2.00
Mechanic I/II	0.00	0.00	0.00	0.00	0.00	0.00	2.60	0.00	2.60
Executive Assistance	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
Secretary	0.00	0.25	0.25	0.25	0.00	0.25	0.00	0.00	1.00
Total	7.75	5.60	6.35	10.55	2.95	14.60	3.95	0.30	52.05

2007-08 ACCOMPLISHMENTS

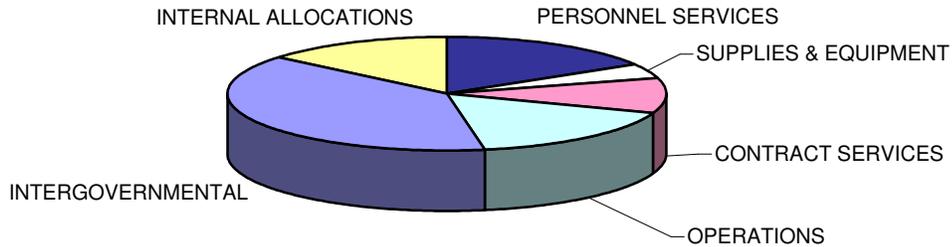
- ✓ Began construction of the new Maple Pump Station No.5. Work will complete by end of summer 2008.
- ✓ Completed preparation and adoption of the Urban Water Management Plan required by the State of California.

- ✓ Implemented the Water Wise Program to all fifth grade schools in San Bruno. A total of 474 fifth grade students will educate their families about the importance of water conservation and will save an estimated 4.5 million gallons of water in 2008.
- ✓ Requested money through a grant to adopt an Groundwater Management Plan, required to effectively manage the aquifers shared by neighboring agencies and impacts to that aquifer of water use that may affect water quality and safe water yield.
- ✓ Developed rate models and provided rate recommendations for City Council consideration of a new rate ordinance for the time period from fiscal year 2006-07 through 2008-09.
- ✓ Maintained an aggressive continuing education program that results in all Water personnel receiving the appropriate level of certification required by the State of California.

2008-09 GOALS & OBJECTIVES

- Develop performance goals for makeup of surface and groundwater supply; develop and implement regular report to compare actual performance to goals.
- Develop “Ground Water Production Plan” to ensure long term ability to produce ground water from City owned wells.
- Partner with Engineering to ensure completion of high priority water capital projects including: Tank No. 3 Replacement Project, Pump Station No. 4 (College) Replacement, Seismic Rehabilitation of Water Tanks.
- Rehabilitate Well No.16 and install a new pump and motor.
- Implement the following demand reduction initiatives: Continue the Water Wise Program that educates 5th graders and their families about water conservation; continue the rebate program on commercial and residential washers; institute a new rebate program for the installation of ultra low-flow toilets; and institute a landscape audit program.
- Monitor progress of SFPUC Capital Improvement Program and Environmental Impact Reports through BAWSCA, as these SFPUC efforts have a direct impact on water rates charged by that agency.
- Continue to maintain an aggressive continuing education program to ensure that all Water personnel hold the appropriate level of certification required by the State of California.
- Continue to support the City Manager’s and City Attorney’s offices in the negotiation and establishment of an effective, coordinated conjunctive use program.

Water Enterprise - Water Supply Division 2008-09 Adopted Budget



	2008-09 ADOPTED	PERCENT OF TOTAL
PERSONNEL SERVICES	\$717,913	16%
SUPPLIES & EQUIPMENT	175,400	4%
CONTRACT SERVICES	437,000	10%
OPERATIONS	730,500	17%
INTERGOVERNMENTAL	1,701,600	39%
INTERNAL ALLOCATIONS	606,958	14%
GRAND TOTAL	\$4,369,371	100%

PERSONNEL SERVICES	ADOPTED BUDGET	DESCRIPTION
5101 REGULAR SALARIES	\$458,906	Base salary and incentives for all department personnel, working a minimum of 80 hours per pay period. Subject to benefits per applicable MOUs, (\$582,097); <i>Service level enhancement for city-wide reorganization, (\$-123,191)</i> .
5102 REGULAR PART-TIME	6,370	Base salary for temporary employees working fewer than 980 hours per fiscal year. Employees in this category are exempt from all benefits.
5105 OVERTIME	80,000	Overtime pay in accordance with the applicable MOU. Overtime pay is only subject to Medicare and FICA employer contributions, when applicable, not City cost of CalPERS retirement.
5200 EMPLOYEE BENEFITS	172,637	City's cost of CalPERS pension, Medicare, FICA where applicable, deferred compensation match, health & welfare insurance, life insurance, long-term disability insurance, management leave buyout, pay in-lieu of holidays, (\$206,085); <i>Service level enhancement for city-wide reorganization, (\$-33,448)</i> .
SUBTOTAL FOR PERSONNEL SERVICES	\$717,913	

SUPPLIES & EQUIPMENT		ADOPTED BUDGET	DESCRIPTION
6102	UNIFORMS/ SAFETY EQUIP	\$123,400	Uniforms and safety equipment, (\$9,400); Field supplies and chemicals, (\$80,000); Lab supplies, (\$34,000).
6109	PARTS AND MATERIALS	46,000	Pipe, (\$5,000); Butterfly valves, (\$3,500); Bray valves, (\$10,000); Back up chemical pumps, (\$17,000); Chlorine analyzers, (\$4,500); Chemical transfer pumps, (\$3,000); Fittings, (\$3,000).
6201	BUILDING AND GROUND SUPPLIES	6,000	Building, yard, shop and field supplies.
SUBTOTAL FOR SUPPLIES & EQUIPMENT		\$175,400	

CONTRACT SERVICES		ADOPTED BUDGET	DESCRIPTION
6401	PROFESSIONAL SERVICES	\$12,000	Services to continue annual testing and analysis of the Seawater Intrusion Monitoring Well, previously constructed as a capital improvement project.
6402	LEGAL SERVICES	100,000	Outside legal counsel assistance with conjunctive use program evaluation and water policy.
6411	CONTRACTUAL SERVICES	140,000	Contract repair of pumps, motor controls, and filtration facilities to maintain daily operations.
6419	OTHER SERVICES	185,000	Environmental Protection Agency (EPA) and State Health Departments annual costs, (\$40,000); State-mandated sampling, (\$20,000); Initial Distribution System Evaluation (IDSE) Testing, (\$9,000); Consumer Confidence Report (CCR) Printing, (\$7,000); San Francisco Public Utility Commission (SFPUC) water quality testing, (\$40,000); ALPHA water quality testing, (\$20,000); Bay Area Water Supply and Conservation Agency, (BAWSCA) dues, (\$30,000); Supervisor Control and Data Acquisition (SCADA) license & maintenance, (\$19,000).
SUBTOTAL FOR CONTRACT SERVICES		\$437,000	

OPERATIONS		ADOPTED BUDGET	DESCRIPTION
6112	POSTAGE	\$2,000	Allocation of postage required by department operations for outside correspondence including regular, certified, return receipt, and express/overnight mail.
6301	BUILDING AND GROUNDS MAINT.	10,000	Maintenance contract for standby generators.
6309	RADIO MAINTENANCE	400	Maintenance of two-way radios.
6405	STAFF TRAINING	3,000	Staff certification training for educational credits for DOH.

Operations (Cont.)

6406	PROFESSIONAL DEVELOPMENT	1,000	Professional development in accordance with MOU.
6450	COMMUNICATIONS	500	Internal allocation of a shared fax line, office telephone charges and 6 mobile phones, pagers and radios.
6502	COMMUNITY PROMOTION	57,500	Water conservation landscape program by BAWSCA, (\$16,000); Water wise program administered by BAWSCA, (\$11,500); Rebate program for high-efficiency clothes washers for both residential and commercial users, (\$15,000); Rebate program for ultra low-flow toilets for both residential and commercial users, (\$15,000).
6531	UTILITIES	488,250	Energy costs for five wells and eight pump stations.
6601	RENTAL & LEASES	162,000	Rental and leases for wells and water pump stations.
6701	DUES & MEMBERSHIPS	2,100	Dues and memberships for: American Water Works Association (AWWA), (\$500); Peninsula Water Works Association (PWWA), (\$1,000); American Public Works Association (APWA), (\$600).
6702	PUBLICATIONS & SUBSCRIPTIONS	250	UpFlow Newsletters , AWWA News magazine.
6704	MEETINGS/ CONFERENCES	3,500	2009 AWWA National Conference, (\$2,500); Cal Nevada Conference, (\$1,000).
SUBTOTAL FOR OPERATIONS		\$730,500	

INTERGOVERNMENTAL		ADOPTED BUDGET	DESCRIPTION
7061	WATER PURCHASES -SF	\$1,672,000	San Francisco Public Utilities Commission and North Coast County Water District water purchases plus meter charges.
7069	INTERGOVERNMENTAL - OTHER	29,600	Bay Area Water Supply and Conservation Agency (BAWSCA) agency membership.
SUBTOTAL FOR INTERGOVERNMENTAL		\$1,701,600	

INTERNAL ALLOCATIONS		ADOPTED BUDGET	DESCRIPTION
7901	INTERNAL SERVICE ALLOCATIONS	\$14,321	Self-Insurance Allocation, (\$14,321).
7902	INTERDEPARTMENTAL CHARGES	592,637	PW Administration Allocation, (\$216,818); General Administration Allocation, (\$375,819).
SUBTOTAL FOR INTERNAL ALLOCATIONS		\$606,958	
GRAND TOTAL		\$4,369,371	

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WATER FUND
DISTRIBUTION OPERATIONS
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WATER ENTERPRISE – WATER DISTRIBUTION DIVISION

*The City of San Bruno Water Distribution Division is
committed to protecting public health and delivering portable water
that meets residents' aesthetic standards*

PROGRAMS

The Water Distribution Division is responsible for the efficient and effective operations and maintenance of the Water Supply and Distribution systems, which make up the Water Enterprise Fund activities. The San Bruno water distribution system consists of 100 miles of pipelines, 9,000 valves, 985 fire hydrants, eight pumping stations, eight storage tanks and 13 pressure zones. Through this complex network of interrelated systems, Water Distribution maintains and operates the water supply and distribution system so that water delivered to its customers meets all Federal and State water quality standards, pressure and quantity mandates, as well as meeting secondary standards such as taste and color through active distribution system infrastructure assessment and flushing programs.

The primary services provided include:

- **OPERATIONS & MAINTENANCE**
Water Distribution provides routine preventative maintenance on mains, pump stations, and equipment failures. Routine activities include leak repairs, and upgrades and repairs to lines throughout the system. There were over 80 main breaks in FY 07/08, representing approximately 160 days of work time.
- **REPLACEMENT & IMPROVEMENT**
Water Distribution supplies minor capital project management and contract administration for needed repairs.
- **TREATMENT**
Water Distribution ensures compliance with mandates and reporting requirements of regulatory agencies including adherence with National Pollution Discharge Elimination System (NPDES) requirements.
- **UTILITY SYSTEM MAPPING AND INVENTORY**
Water Distribution provides upkeep of system-wide mapping and inventory maintenance.
- **SCADA SYSTEM PEAK LOAD REDUCTION**
Water Distribution provides operation of booster pump stations during off-peak hours, avoiding more costly peak period energy consumption.

PRIORITY FOCUS

The adequacy and reliability of the City's water distribution system is vital for the commercial redevelopment of parcels in the community and for fire protection. Essential to providing an adequate and reliable water distribution system are preventative and timely repair and maintenance of the water mains and pumping stations, as well as adequate replacement of the City's aging water system's physical assets. Assisting in this is a reliable and usable Supervisory Control and Data Acquisition

(SCADA) system that allows the most efficient use of City resources, both personnel and energy related. Staff is responsive to the approximate 80 - 120 water breaks per year in order to continue reliable service to the City's customers as well as have adequate pressure and flows for fire protection.

In 2008-09, the Division will place a priority on capital and real-time monitoring improvements to better serve our customers' needs. Design and construction work will begin on the seismic retrofit of structurally outdated water tanks, and on the replacement of water main lines in older areas of the City subject to frequent breaks and the cause of significant overtime charges. In addition, plans are moving forward to enable remote meter reads in real-time so that customers can be informed of excessive use—a sign of a potential leak. When leaks are detected, the Division will continue to deploy the hydraulic excavator as a powerful tool to quickly and effectively repair broken water lines. Taken together, this work effort will provide customers with better service, fewer water outages, reduced time for repairs and a greater probability that customers will continue to receive water service even after a seismic event.

PROGRAM RESOURCES

Delivery of the Division's core services during fiscal year 2008-09 will require an expenditure budget of \$2,440,245 and personnel resources of 10.55 full time employees.

REVENUES

The Water Division is funded entirely by Water Enterprise Fund revenue derived from the utility rates charged to residents, commercial and industrial users based on their meter charges and water consumption. These rates were revised in 2008-09 to reflect the increased cost of providing water service acquiring wholesale water resources, and investing in the replacement of aging infrastructure.

EXPENDITURES

Non-personnel expenditures under this budget are paid primarily to cover the cost of supplies and materials necessary to maintain and repair the water distribution system. The 2008-09 expenditure budget includes equipment purchases that enhance efficiency or are regulatory/safety required and contractual services for complex non-CIP projects.

PERSONNEL

Personnel Summary

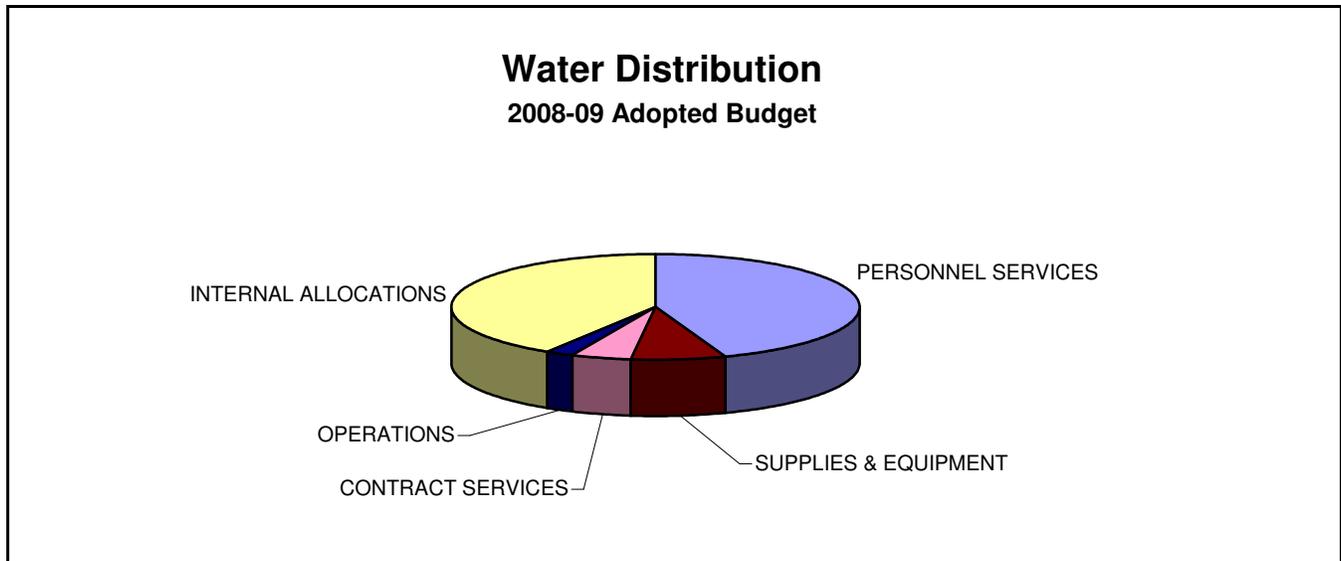
Public Works Department	General Fund		Water Fund		Stormwater	Wastewater Fund	Internal Service	Special Revenue	Total
	Admin & Eng.	Streets	Supply	Distrib.	Operations	Operations	Central Garage	Solid Waste	
Public Services Director	0.25	0.15	0.15	0.15	0.00	0.25	0.05	0.00	1.00
Deputy Dir. Engineering	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Deputy Dir. Utilites	0.00	0.20	0.15	0.20	0.05	0.35	0.05	0.00	1.00
Services Manager	0.00	0.25	0.50	0.50	0.25	0.50	1.00	0.00	3.00
Principal Civil Engineer	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Associate Civil Engineer	2.00	0.00	0.50	0.00	0.00	0.50	0.00	0.00	3.00
Field Supervisor	0.00	0.75	0.30	0.70	0.25	1.00	0.00	0.00	3.00
Water Quality Tech	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00
Management Analyst I/II	0.50	0.00	0.50	0.25	0.00	0.25	0.25	0.25	2.00
Pump Mechanic I/II	0.00	0.00	1.00	0.00	0.00	2.00	0.00	0.00	3.00
Senior Maintenance Worker	0.00	0.00	1.00	1.00	0.00	1.00	0.00	0.00	3.00
Maintenance Worker I/II	0.00	4.00	2.00	6.00	2.40	8.00	0.00	0.05	22.45
Engineering Tech	1.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	2.00
Mechanic I/II	0.00	0.00	0.00	0.00	0.00	0.00	2.60	0.00	2.60
Executive Assistance	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
Secretary	0.00	0.25	0.25	0.25	0.00	0.25	0.00	0.00	1.00
Total	7.75	5.60	6.35	10.55	2.95	14.60	3.95	0.30	52.05

2007-08 ACCOMPLISHMENTS

- ✓ Replaced the 14-inch manifold at the inlet of Pump Station No. 1, responsible for supplying water to the upper elevations of Lake Street and College pressure zones.
- ✓ Aided the EOC in emergency response by installing a Ham Radio repeater atop of Sweeny Ridge Tank No. 7.
- ✓ Purchase of the VacCon Vacuum Excavating Vehicle allowed staff to complete specific projects in half the time and prevented back injuries by excavating with the new unit.
- ✓ Successfully repaired over 80 main leaks throughout the water distribution system with minimal interruptions of service to consumers.
- ✓ Maintained an aggressive continuing education program that results in all Water personnel receiving the appropriate level of certification required by the State of California.

2008-09 GOALS & OBJECTIVES

- ❑ Complete design of the Water Main Improvement and Replacement Program along Mastick Avenue.
- ❑ Continue to upgrade new master system maps as discrepancies are found. This will lead to the development of an asset knowledge base of the water distribution's current replacement value. From this information, programmed renewal and replacement of the system can be initiated.
- ❑ Keep the main leaks in the City's aging infrastructure to a minimum by on going preventive maintenance to the distribution systems pressure regulators, which regulates adequate pressures between pressure zones.
- ❑ Continue to maintain an aggressive continuing education program to ensure that all Water personnel hold the appropriate level of certification required by the State of California.



	2008-09 ADOPTED	PERCENT OF TOTAL
PERSONNEL SERVICES	\$1,084,046	44%
SUPPLIES & EQUIPMENT	185,950	8%
CONTRACT SERVICES	115,000	5%
OPERATIONS	52,483	2%
INTERNAL ALLOCATIONS	1,002,766	41%
GRAND TOTAL	\$2,440,245	100%

PERSONNEL SERVICES	ADOPTED BUDGET	DESCRIPTION
5101 REGULAR SALARIES	\$717,838	Base salary and incentives for all department personnel, working a minimum of 80 hours per pay period. Subject to benefits per applicable MOUs, (\$709,782); <i>Service level enhancement for city-wide reorganization, (\$8,056)</i> .
5102 REGULAR PART-TIME	18,000	Base salary for temporary employees working fewer than 980 hours per fiscal year. Employees in this category are exempt from all benefits.
5105 OVERTIME	73,660	Overtime pay in accordance with the applicable MOU. Overtime pay is only subject to Medicare and FICA employer contributions, when applicable, not City cost of CalPERS retirement.
5200 EMPLOYEE BENEFITS	274,548	City's cost of CalPERS pension, Medicare, FICA where applicable, deferred compensation match, health & welfare insurance, life insurance, long-term disability insurance, management leave buyout, pay in-lieu of holidays, (\$273,220); <i>Service level enhancement for city-wide reorganization, (\$1,328)</i> .
SUBTOTAL FOR PERSONNEL SERVICES	\$1,084,046	

SUPPLIES & EQUIPMENT		ADOPTED BUDGET	DESCRIPTION
6001	OFFICE SUPPLIES	\$2,600	Office supplies for Water Distribution Division.
6101	GAS & OIL	26,150	Fuel and oil for vehicles assigned to Water.
6102	UNIFORMS/ SAFETY EQUIP	22,000	Uniform and safety equipment, (\$11,000); Field supplies, (\$11,000).
6109	PARTS AND MATERIALS	98,500	Parts and materials for water main leaks in the distribution system, hydrant and valve replacement.
6201	BUILDING AND GROUND SUPPLIES	8,200	Building, yard and shop supplies.
6202	STREET REPAIRS AND SUPPLIES	15,000	Asphaltic and concrete materials.
6650	TOOLS & EQUIP	13,500	Horizontal boring machine, (\$6,300); Power assisted valve operating device, (\$7,200).
SUBTOTAL FOR SUPPLIES & EQUIPMENT		\$185,950	

CONTRACT SERVICES		ADOPTED BUDGET	DESCRIPTION
6401	PROFESSIONAL SERVICES	\$25,000	Water and wastewater rate study, (\$15,000); Analysis of existing water piping infrastructure and assistance in initiating critical components of a computerized maintenance management system, (\$10,000).
6411	CONTRACTUAL SERVICES	70,000	After hours services when leaks occur throughout the distribution system.
6419	OTHER SERVICES	20,000	Cleaning and laundry services.
SUBTOTAL FOR CONTRACT SERVICES		\$115,000	

OPERATIONS		ADOPTED BUDGET	DESCRIPTION
6304	OFFICE EQUIPMENT MAINTENANCE	\$500	Office equipment maintenance.
6309	RADIO MAINTENANCE	500	Radio maintenance.
6405	STAFF TRAINING	5,000	Shift operators continuing education units in compliance with DOHS.
6406	PROFESSIONAL DEVELOPMENT	2,500	Professional development in accordance with MOU.

Operations (Cont.)

6450	COMMUNICATIONS	14,000	Internal allocation of a shared fax line, office telephone charges and 8 mobile phones, pagers and radios.
6601	RENTAL & LEASES	1,400	Rentals of emergency equipment.
6701	DUES & MEMBERSHIPS	4,500	Dues and memberships: American Water Works Association (AWWA), (\$3,000); USA, (\$500); American Public Works Association (APWA), (\$500); Peninsula Water Works Association (PWWA), (\$500).
6702	PUBLICATIONS & SUBSCRIPTIONS	1,200	Manuals and newsletters.
6704	MEETINGS/ CONFERENCES	3,500	2009 AWWA National Conference.
6910	CONTINGENCIES/ OTHER	19,383	Employee salary and benefit contingency for two bargaining units with open MOUs.
SUBTOTAL FOR OPERATIONS		\$52,483	

INTERNAL ALLOCATIONS	ADOPTED BUDGET	DESCRIPTION
7901 INTERNAL SERVICE ALLOCATIONS	\$329,194	Self-Insurance Allocation, (\$249,788); Building Facilities Allocation, (\$12,102); IT Allocation, (\$16,654); Central Garage Allocation, (\$50,104). <i>Service level enhancement for enhanced custodial maintenance for all city facilities, (\$546) - department allocation.</i>
7902 INTERDEPARTMENTAL CHARGES	602,739	PW Administration Allocation, (\$216,818); General Admin Allocation, (\$96,425); Revenue Services Allocation, (\$289,496).
9079 TRANSFER TO EQPT. RESERVES	69,603	Allocation of reserve funding to provide for replacement of capital assets at the end of their useful lives.
9096 ENERGY DEBT ALLOC.	1,230	Allocation of lease-purchase debt service for improved energy efficiency at City buildings and facilities.
SUBTOTAL FOR INTERNAL ALLOCATIONS	\$1,002,766	
GRAND TOTAL	\$2,440,245	

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**WATER FUND
CAPITAL PROJECTS**
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2008-09 WATER CAPITAL IMPROVEMENT PROGRAM

The Water Enterprise Fund provides for the maintenance and implementation of capital improvements related to the production and distribution of a dependable water supply from the City's wells and the purchase of water from the San Francisco Public Utilities Commission. The San Bruno water system consists of five production wells, 13 pressure zones, eight storage tanks, and five connections to major transmission pipelines. The distribution system includes 18 booster pumps, 1,000 fire hydrants, 9,000 valves, 100 miles of water mains, and over 11,300 meter services. The Water Capital Improvement Program is designed to protect, preserve, and enhance the water infrastructure facilities. The goal is to improve and/or replace existing facilities in an effort to extend the useful life of these valuable public assets.

NEW PROJECTS IN 2008-09 WORK PLAN

Mastick Avenue Water Main Replacement

PROJECTS WITH PROGRESS IN 2008-09 WORK PLAN

Groundwater Management Plan
Pump Station No. 1 Sneath Replacement
Pump Station No. 4 College Replacement
Pump Station No. 5 Maple Replacement
Standby Power Generators Program
Tank Modifications/Seismic Retrofit Program
Tank No. 3 Replacement Project
Water Mains Improvement and Replacement Program
Water Modeling Services Project

2008-09 WATER WORK PROGRAM FINANCIAL SUMMARY

Project	Carry-Over Appropriations	2008-09 Funding Source
		Water Capital
Groundwater Management Plan	181,030	0
Mastick Avenue Water Main Replacement Project	561,250	0
Pump Station No. 1 Sneath Replacement	320,000	0
Pump Station No. 4 College Replacement	268,336	1,700,000
Pump Station No. 5 Maple Replacement	2,001,520	0
Standby Power Generators Program	575,851	0
Tank Modifications/Seismic Retrofit Program	698,731	0
Tank No. 3 Replacement Project	40,000	0
Water Mains Improvement and Replacement Program	248,805	0
Water Modeling Services Project	47,906	0
Total	\$4,943,429	\$1,700,000

WATER CAPITAL FIVE-YEAR PROGRAM

2008-09 CAPITAL PROJECTS

Groundwater Management Plan
Mastick Avenue Water Main Replacement Project
Pump Station No. 1 Sneath Replacement
Pump Station No. 4 College Replacement
Pump Station No. 5 Maple Replacement
Standby Power Generators Program
Tank Modifications/Seismic Retrofit Program
Tank No. 3 Replacement Project
Water Mains Improvement and Replacement Program
Water Modeling Services Project

2009-13 CAPITAL PROJECTS

Neighborhood Water Pump Station Security and Aesthetic Improvements
Well No. 15 Commodore Park Replacement
Urban Water Management Plan Update
Water System Master Plan Update

**WATER CAPITAL 2008-13 WORK PROGRAM
FUNDING SUMMARY**

Project	Total Project Cost	Prior Years Funding	2008-09	2009-10	2010-11	2011-12	2012-13	Unidentified Funding Year
Water Capital								
Groundwater Management Plan	190,000	190,000	0	0	0	0	0	0
Mastick Avenue Water Main Replacement Project	561,250	561,250	0	0	0	0	0	0
Neighborhood Water Pump Station Security and Aesthetic Improvements	105,504	0	0	32,448		35,096	37,960	
Pump Station No. 1 Sneath Replacement	770,000	320,000	0	200,000	250,000	0	0	
Pump Station No. 4 College Replacement	2,048,500	348,500	1,700,000	0	0	0	0	0
Pump Station No. 5 Maple Replacement	2,782,170	2,782,170	0	0	0	0	0	0
Standby Power Generators Program	1,304,536	624,536	0	150,000	165,000	180,000	185,000	0
Tank Modifications/Seismic Retrofit Program	2,727,443	800,000	0	438,697	456,245	506,128	526,373	0
Tank No. 3 Replacement Project	2,200,000	40,000	0	200,000	1,125,000	835,000	0	0
Urban Water Management Plan Update	85,000	0	0	40,000	0	45,000	0	0
Water Mains Improvement and Replacement Program	3,151,160	272,500	0	584,929	608,326	632,660	1,052,745	0
Water Modeling Services Project	50,000	50,000	0	0	0	0	0	0
Water System Master Plan Update	264,000	0	0	0	0	75,000	189,000	0
Well No. 15 Commodore Park Replacement	2,500,000	0	0	0	0	0	0	2,500,000
Total	\$18,739,563	\$5,988,956	\$1,700,000	\$1,646,074	\$2,604,571	\$2,308,884	\$1,991,078	\$2,500,000

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GROUNDWATER MANAGEMENT PLAN

PROJECT DESCRIPTION: This project would engage the North Westside Basin pumpers (Daly City, Cal Water, SFPUC) to develop a Groundwater Management Plan in compliance with State Water Resource Control Board requirement. The North Westside Basin aquifer is a vital regional resource that needs to be managed to ensure its long-term health and sustainability. San Bruno would be the lead agency for this project. This is a vital planning tool that will further document the regional cooperation.

PROJECT NUMBER: 84136

PROJECT MANAGER: Water Services Manager

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project is necessary to ensure sustainability of groundwater resource. Positions City to be eligible for grant funds.

LIFE EXPECTANCY: 10 years.

2007-08 STATUS: Initiated discussion with adjacent agencies. Submitted grant application for AB 303 funds in order to offset costs for this planning process.

2008-09 WORK PLAN: Finalize consultant scope of services; award contract; and coordinate with appropriate agencies to complete development of the groundwater management plan.

PROJECTED COMPLETION DATE: December 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	190,000	181,030	0	0	190,000
Total	\$190,000	\$181,030	\$0	\$0	\$190,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0640: Study	0	8,970	181,030	0	190,000
Total	\$0	\$8,970	\$181,030	\$0	\$190,000

ONGOING FINANCIAL IMPACT: None.

MASTICK AVENUE WATER MAIN REPLACEMENT PROJECT

PROJECT DESCRIPTION: Originally developed under the Water Mains Improvement and Replacement Program, this project—in combination with the Mastick Avenue *Wastewater* Main Replacement Project—will upgrade and replace the existing water and wastewater mains beneath Mastick Ave. from San Felipe Ave. to Artichoke Joe’s.

PROJECT NUMBER: 84701

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Water main breaks disrupt service to many customers annually. They are caused, in part, by the natural deterioration of pipelines against their expected life, which will ultimately lead to their failure if not replace in time. The avoidance of liability and significant impacts to the City’s water distribution system is therefore a function of pursuing a timely and continuous replacement effort.

Staff has identified this section of piping as the most susceptible to main breaks and is a cause for significant overtime expenditure to deal with emergency leaks.

LIFE EXPECTANCY: 50 years

2007-08 STATUS: Reclassified as a new project. Previous work conducted under a different project to video inspect pipeline in the region.

2008-09 WORK PLAN: Complete design documents; prepare bid package; award construction contract; and complete construction.

PROJECTED COMPLETION DATE: Spring 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES: Funding transferred to this project from the prior appropriations for the Water Mains Improvement and Replacement Program.

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	561,250	561,250	0	0	561,250
Total	\$561,250	\$561,250	\$0	\$0	\$561,250

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	86,250		86,250
0620: Construction	0	0	475,000		475,000
Total	\$0	\$0	\$561,250	\$0	\$561,250

ONGOING FINANCIAL IMPACT: Reduction of the amount of overtime needed for emergency repairs of main breaks in this area.

PUMP STATION NO. 1 SNEATH REPLACEMENT

PROJECT DESCRIPTION: This project will rehabilitate the Pump Station #1 located just northwest of the former Willard Engvall school site, near Sneath Lane and Engvall Road. The scope of work will include replacing or upgrading pumps, motors and controls; as well as their structural enclosure.

PROJECT NUMBER: 84141

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Pump Station #1 directly serves the planned developments at Treetops and the former Carl Sandburg school site; declining efficiency and possible failure of the pumps could adversely affect the City’s ability to continuously serve these and existing customers with adequate pressure and flow. Pump Station #1 is a critical link in the uphill transmission of water from the lower elevations where purchased water enters the system and well water is produced, to neighborhoods in San Bruno’s upper elevations. If this station were to go out of service, it would hinder the City’s ability to provide potable and fire response water in the upper elevations of the City, especially those neighborhoods west of Skyline Boulevard, and Skyline College. Upgrading this pump station will also allow the City to better utilize its groundwater resource and minimize reliance on purchased water from the SFPUC.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: Removed and replaced manifold that splits the incoming purchased water from the SFPUC into four separate pumps.

2008-09 WORK PLAN: Purchase and install motor control center and a new pump and motor. The original work plan for this project included a complete re-design and build of the pump station. However, because the City already had to replace a failed manifold—a significant component to the station—it will be more cost-effective to conduct a piece-meal rehabilitation of the pumps, motors and structural enclosure over time.

PROJECTED COMPLETION DATE: Spring 2009. Install two additional pumps and complete building upgrades in future years.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	320,000	320,000	0	450,000	770,000
Total	\$320,000	\$320,000	\$0	\$450,000	\$770,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	25,000	95,000	120,000
0620: Construction	0	0	175,000	475,000	650,000
Total	\$0	\$0	\$200,000	\$570,000	\$770,000

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance. Reduces maintenance costs, and reduces potential for system interruptions that will require emergency measures, revenue reduction, and restitution of damages to customers.

PUMP STATION NO. 4 COLLEGE REPLACEMENT

PROJECT DESCRIPTION: This project will rehabilitate the Pump Station #4 located in the northwest corner at College Drive and Skyline Boulevard. The scope of work will include replacing or upgrading pumps, motors and controls that are approaching the end of their useful life, in a new and functional above-ground enclosure.

PROJECT NUMBER: 84140

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Pump Station #4 is the sole pump providing water to Pressure Zone 11, which includes Skyline College and the surrounding neighborhoods. Loss of this Pump Station #4 for a period greater than 8 hours would result in severe outage conditions, including loss of fire main water.

LIFE EXPECTANCY: 50 years

2007-08 STATUS: In collaboration with Caltrans, determined the location for the expanded pump station facility and moved the plans and specifications toward completion.

2008-09 WORK PLAN: Complete plans and specifications. Advertise and award construction contract. Demolish the existing pump station and complete construction on the expanded pump station.

PROJECTED COMPLETION DATE: Fall 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	348,500	268,336	1,700,000	0	2,048,500
Total	\$348,500	\$268,336	\$1,700,000	\$0	\$2,048,500

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	28,528	51,636	250,000	0	330,164
0620: Construction	0	0	1,718,336	0	1,718,336
Total	\$28,528	\$51,636	\$1,968,336	\$0	\$2,048,500

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance. Reduces maintenance costs, and reduces potential for system interruptions that will require emergency measures, revenue reduction, and restitution of damages to customers.

PUMP STATION NO. 5 MAPLE REPLACEMENT

PROJECT DESCRIPTION: This project will rehabilitate the Pump Station #5 located one block southeast of Grundy Park, between Cedar and Maple Avenues. The scope of work will include replacing or upgrading pumps, motors and controls that are approaching the end of their useful life, in a new and functional above-ground enclosure.

PROJECT NUMBER: 84109

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project is considered the most urgent of all water system capital projects. Pump Station #5 is a key link in the overall water system connecting SFPUC and wellpoint sources to seven of the system's eight storage tanks. Declining efficiency and possible failure of the pumps will adversely affect the City's ability to continuously serve a large number of customers reliably. Pump Station #5 is a critical link in the uphill transmission of water from the lower elevations where purchased water enters the system and well water is produced, to neighborhoods in San Bruno's upper elevations, including a number of new and proposed developments. If this station were to go out of service, it would damage the City's ability to provide potable and fire response water in most neighborhoods in the upper elevations of the City.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: Completed project design and initiated construction in early 2008.

2008-09 WORK PLAN: Complete construction.

PROJECTED COMPLETION DATE: October 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	2,782,170	2,001,520	0	0	2,782,170
Total	\$2,782,170	\$2,001,520	\$0	\$0	\$2,782,170

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	263,988	0	0	263,988
0620: Construction	0	516,662	2,001,520	0	2,518,182
Total	\$0	\$780,650	\$2,001,520	\$0	\$2,782,170

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance. Reduces maintenance costs, and reduces potential for system interruptions that will require emergency measures, revenue reduction, and restitution of damages to customers.

STANDBY POWER GENERATORS PROGRAM

PROJECT DESCRIPTION: This program ensures that the water needs of residents can be met by providing emergency generators to critical water system facilities such as pump stations and wells. Depending on the location, the installing a backup generator may necessitate the construction of an enclosure to house the new equipment.

PROJECT NUMBER: 84127

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Installation of stand-by power generators will make the facilities more reliable and available for use during an emergency involving a power outage, reducing risk of water customer service interruption.

LIFE EXPECTANCY: 20+ years.

2007-08 STATUS: Work has been deferred until decisions regarding conjunctive use have been finalized.

2008-09 WORK PLAN: Begin the installation of generators at those locations most critical as determined by conjunctive use agreements—likely at Well 16.

PROJECTED COMPLETION DATE: Ongoing.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	624,536	575,851	0	680,000	1,304,536
Total	\$624,536	\$575,851	\$0	\$680,000	\$1,304,536

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	48,685	0	62,250	126,128	237,063
0620: Construction	0	0	352,750	714,723	1,067,473
Total	\$48,685	\$0	\$415,000	\$840,851	\$1,304,536

ONGOING FINANCIAL IMPACT: Minimal, other than regular maintenance.

TANK MODIFICATIONS/SEISMIC RETROFIT PROGRAM

PROJECT DESCRIPTION: This program will examine the ability of the City’s seven water storage tanks to withstand the most credible earthquake event. Improvements would likely include welding steel plates to the exterior of the tanks; installing piers to better anchor the tanks; building a concrete ring around the base of tanks; and improving access manholes, ladders, and roof systems.

Installation of tank ladders has been identified as a priority given that they have aged to where several are unsafe and unuseable to where a crain is required to perform tank inspections and testing. Ladders will be designed in such a way that they can be removed and reinstalled following future seismic retrofitting.

PROJECT NUMBER: 84131

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Water tanks are critical to system and customer service, through their capacity to store water for fire flow demand, for balancing peak flows, and for emergency supply. Seismic damage or failure could cause long-term interruption of service to customers, and downstream flood damage.

LIFE EXPECTANCY: 20+ years

2007-08 STATUS: Began preliminary analysis of Tank 1 to determine the degree of seismic retrofitting required. Prepared appropriate documentation to rebid the ladder replacements project.

2008-09 WORK PLAN: Award construction contract and complete construction on ladder project. Complete design and prepare bid package for Tank 1 retrofit.

PROJECTED COMPLETION DATE: Ongoing project.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	800,000	698,731	0	1,927,443	2,727,443
Total	\$800,000	\$698,731	\$0	\$1,927,443	\$2,727,443

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	94,649	6,620	176,500	293,951	571,720
0620: Construction	0	0	490,000	1,665,723	2,155,723
Total	\$94,649	\$6,620	\$666,500	\$1,959,674	\$2,727,443

ONGOING FINANCIAL IMPACT: Reduces City risk of major expense due to seismic failure, which would require very extended water outages and far greater cost of replacement, compared to proposed cost of retrofits.

TANK NO. 3 REPLACEMENT PROJECT

PROJECT DESCRIPTION: Replacement of existing 2-million gallon reinforced concrete water storage Tank No. 3 with two new steel water storage tanks comprising a total storage volume of 3-million gallons.

Existing Tank No. 3 is in very poor structural condition, and as a result, the City is only able to utilize 50% of storage capacity. Replacement of this storage tank will address 1-million gallon storage shortfall and reestablish ability to deliver all existing and future development required fire suppression flows.

PROJECT NUMBER: 84142

PROJECT MANAGER: Deputy Public Works Director

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The Water Master plan calls for the replacement of Tank No. 3. The additional storage capacity will increase flexibility to move water throughout the distribution system and will ensure sufficient fire suppression flow.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: No work accomplished.

2008-09 WORK PLAN: Conduct feasibility evaluation to determine if retrofitting Tank 3 and constructing a new, smaller tank with a 1 million-gallon capacity would be more cost effective than completely demolishing and replacing the existing Tank 3.

PROJECTED COMPLETION DATE: Summer 2010.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	40,000	40,000	0	2,160,000	2,200,000
Total	\$40,000	\$40,000	\$0	\$2,160,000	\$2,200,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	0	200,000	200,000
0620: Construction	0	0	0	1,960,000	1,960,000
0640: Study	0	0	40,000	0	40,000
Total	\$0	\$0	\$40,000	\$2,160,000	\$2,200,000

ONGOING FINANCIAL IMPACT: Overall maintenance costs will drop with construction of the new tank.

WATER MAINS IMPROVEMENT AND REPLACEMENT PROGRAM

PROJECT DESCRIPTION: Under this program, waterline replacements, capacity upgrades and new pipeline installation will be considered and prioritized based upon several factors. These include: degree of liability exposure in the event of a breakage; repair and maintenance history; age of pipeline as it corresponds to remaining useful life; mainline capacity to serve wider regions of the community; pipeline capacity to serve neighborhoods; and system redundancy.

PROJECT NUMBER: 84129

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Water main breaks disrupt service to many customers annually. They are caused, in part, by the natural deterioration of pipelines against their expected life, which will ultimately lead to their failure if not replaced in time. The avoidance of liability and significant impacts to the City's water distribution system is therefore a function of pursuing a timely and continuous replacement effort.

When waterlines break, they often do so quite violently, rupturing the surface above them with a volume of pressurized water that can often overwhelm the storm drain collection system. Flooding may often occur causing damage to adjacent property. When a home is involved, claims for damages can be quite costly.

LIFE EXPECTANCY: 50 years

2007-08 STATUS: Pre-design and video inspection work performed to appropriately scope the Mastick Avenue Water Main Replacement Project.

2008-09 WORK PLAN: Identify priority projects for future capital project funding; including coordination with streets, water and storm drain needs.

PROJECTED COMPLETION DATE: Ongoing.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	272,500	248,805	0	2,878,660	3,151,160
Total	\$272,500	\$248,805	\$0	\$2,878,660	\$3,151,160

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	3,815	19,880	25,000	152,623	201,318
0610: Design	0	0	50,000	305,247	355,247
0620: Construction	0	0	0	2,594,595	2,594,595
Total	\$3,815	\$19,880	\$75,000	\$3,052,465	\$3,151,160

ONGOING FINANCIAL IMPACT: Ongoing project to be funded each fiscal year.

WATER MODELING SERVICES PROJECT

PROJECT DESCRIPTION: This project will provide funding for an on-call consulting service to model isolated segments of the City’s water distribution system. Water modeling is necessary to study distribution patterns associated with changes in water supply or demand. An on-call contract will allow the City to be responsive to future development requests, such as those at The Crossing and Marisol subdivisions. It would also allow the City to study the water distribution system in conjunction with any land use changes, as might be proposed downtown.

PROJECT NUMBER: 84128

PROJECT MANAGER: City Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Establishing an on-call water modeling services contract will enable the City to be more responsive to development and provide better customer service.

LIFE EXPECTANCY: 2-3 years

2007-08 STATUS: Consultants Brown and Caldwell engaged to determine the water needs and impacts for the Cedar Townhomes development. This work was reimbursed by the developer and therefore expenses were not incurred by the City in 2007-08.

2008-09 WORK PLAN: As required based on planned developments, engage consultant services to perform water system model runs to identify any necessary system modifications required to deliver water service to proposed development.

PROJECTED COMPLETION DATE: On-going project.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	50,000	47,906	0	0	50,000
Total	\$50,000	\$47,906	\$0	\$0	\$50,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0640: Study	2,094	0	47,906	0	50,000
Total	\$2,094	\$0	\$47,906	\$0	\$50,000

ONGOING FINANCIAL IMPACT: None.

2009-13 CAPITAL IMPROVEMENT PROGRAM

PROJECT DESCRIPTIONS

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NEIGHBORHOOD WATER PUMP STATION SECURITY AND AESTHETIC IMPROVEMENTS

PROJECT DESCRIPTION: This project will provide exterior improvements to various water pump stations located in neighborhoods throughout the City with the objective of making the buildings more secure, improving appearance, and utilizing materials that will require less maintenance.

There are currently seven water pump stations in need of upgrading. The anticipated project will include an initial needs assessment for all pump stations that will be used to estimate the cost and develop criteria for prioritizing improvement recommendations. Work will then be completed in phases as funding allows.

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project would enhance the appearance and image of City facilities.

PROJECTED PROJECT START DATE: 2010

PROJECTED PROJECT COMPLETION DATE: 2013

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Total Project Cost
Water Capital	105,504
Total	\$105,504

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance.

WATER SYSTEM MASTER PLAN UPDATE

PROJECT DESCRIPTION: The current water system master plan was completed in 2001, and requires substantial updating and re-analysis. This will include revised modeling of the City's water production, treatment, storage, and distribution systems to reflect changes and upgrades made via CIP projects and land development carried out over the intervening years. This project will be coordinated with San Bruno's on-going effort to characterize of system geometry via Geographic Information System (GIS) data collection and modeling.

The master plan update will provide a basis for project alternatives and recommendations for future repairs and modifications to the system that will provide more reliable and efficient water service.

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Reliable quality, flow, and pressure are key measures of water utility customer service that can only be provided through proper system assessment, planning, and periodic modernization.

LIFE EXPECTANCY: 5-8 years

PROJECTED PROJECT START DATE: 2011

PROJECTED PROJECT COMPLETION DATE: 2012

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Appropriations
Water Capital	264,000
Total	\$264,000

ONGOING FINANCIAL IMPACT: Will allow future CIP project funds to be expended more effectively. GIS portion of the work will create efficiencies in locating system features and analyzing system more accurately. Will promote efforts to avoid regulatory fines for non-compliance and overflows.

URBAN WATER MANAGEMENT PLAN UPDATE

PROJECT DESCRIPTION: This project is necessary to conform to the requirements of the Urban Water Management Planning Act, California Water Code Sections 10610 through 10650. The Act has been amended several times since it was first signed into law in 1984. One of the more recent amendments, Assembly Bill (AB) 2853, which was passed in 1994, requires the Plan to examine recycled water as a potential water source. Another new amendment, AB 1845, 1995, mandates every urban water supplier to include, as part of its Plan, a prescribed assessment of the reliability of its capability to supply water to its customers during normal, dry, and critically dry water runoff years.

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: A complete Urban Water Management Plan can be a foundational document and source of information for SB 610 Water Supply Assessments and SB 221 Written Verifications of Water Supply. The Urban Water Management Plans will also serve as a critical source document for the City as it updates the General Plan and proposes future Capital Improvements.

PROJECT MANAGER: Associate Engineer

LIFE EXPECTANCY: Each urban water supplier is required to update its plan at least once every five years on or before December 31, in years ending in five and zero.

PROJECTED PROJECT START DATE: Update in 2010

PROJECTED PROJECT COMPLETION DATE: Ongoing.

PROJECT-RELATED APPROPRIATIONS:

<u>Funding Source</u>	<u>Total Appropriations</u>
Water Capital	85,000
Total	\$85,000

ONGOING FINANCIAL IMPACT: None

WELL NO. 15 COMMODORE PARK REPLACEMENT

PROJECT DESCRIPTION: The City currently has five production wells that produce groundwater to meet approximately 50% of the total water supply demand. Well #15 located at Commodore Park is one of the oldest well locations at 24-years old. Despite regular investment in maintenance and rehabilitation at this well, it continues to have diminishing production rates to the point where it is no longer cost effective to operate. In addition, the proposed Conjunctive Use Program obligates the City to maintain the ability to produce ground water supply at a defined level of 2.1 MGD. It is necessary to replace Well #15 to meet this groundwater production goal.

This new well will be designed for a 30-year useful life and with materials and features to minimize the “total life” cost of the facility. Where feasible, existing facility equipment and structure will be retrofitted and/or reused to preserve the prior well investment.

This project will replace Well #15 with a new well approximately 400-feet from the current well location on a City owned parcel previously acquired for a well site and will also include the abandonment of the existing well. The goal would be to increase the total well field production to the City’s historical high level of approximately 2.71 MGD.

PROJECT MANAGER: City Engineer.

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: By maintaining the long term ability to meet approximately 50% of total water demand with ground water supply The City maintains control and flexibility and ensures that the City is provided with a adequate and reliable water supplies for future development, wet year, drought year and emergency supply needs.

LIFE EXPECTANCY: 30 years

PROJECTED PROJECT START DATE: 2013.

PROJECTED PROJECT COMPLETION DATE: 2014.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Total Project Cost
Water Capital	2,500,000
Total	\$2,500,000

ONGOING FINANCIAL IMPACT: Will reduce maintenance costs and need to purchase water.

**WATER FUND
EQUIPMENT RESERVE**
(INSERT DIVIDER)

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**2008-09 EQUIPMENT RESERVE
ACQUISITION DESCRIPTIONS**

Water Fund Equipment Reserve

Water Quality Mini-Van \$45,000

The Water Division needs to replace a 1991 Chevrolet S-10 with a water quality mini-van. Currently, all water samples taken from the distribution system are stored in a cooler at the back of the current 1991 Chevrolet S-10. The Division needs to take better care of transporting all water samples to a certified lab for testing. The new vehicle will minimize exposure from the outside elements and contaminants that possible change the quality of the samples taken. During the rainy season the Water Quality Technician must prepare multiple samples in the front seat of the S-10 to keep the samples from being exposed to outside contaminants and excess sunlight. The van would allow the Water Quality Technician to store the testing equipment and supplies in a more secure environment and keep the water quality samples from possible contaminants and climate changes that may affect the samples' quality.

Water Fund Equipment Reserve Total \$45,000

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WASTEWATER FUND

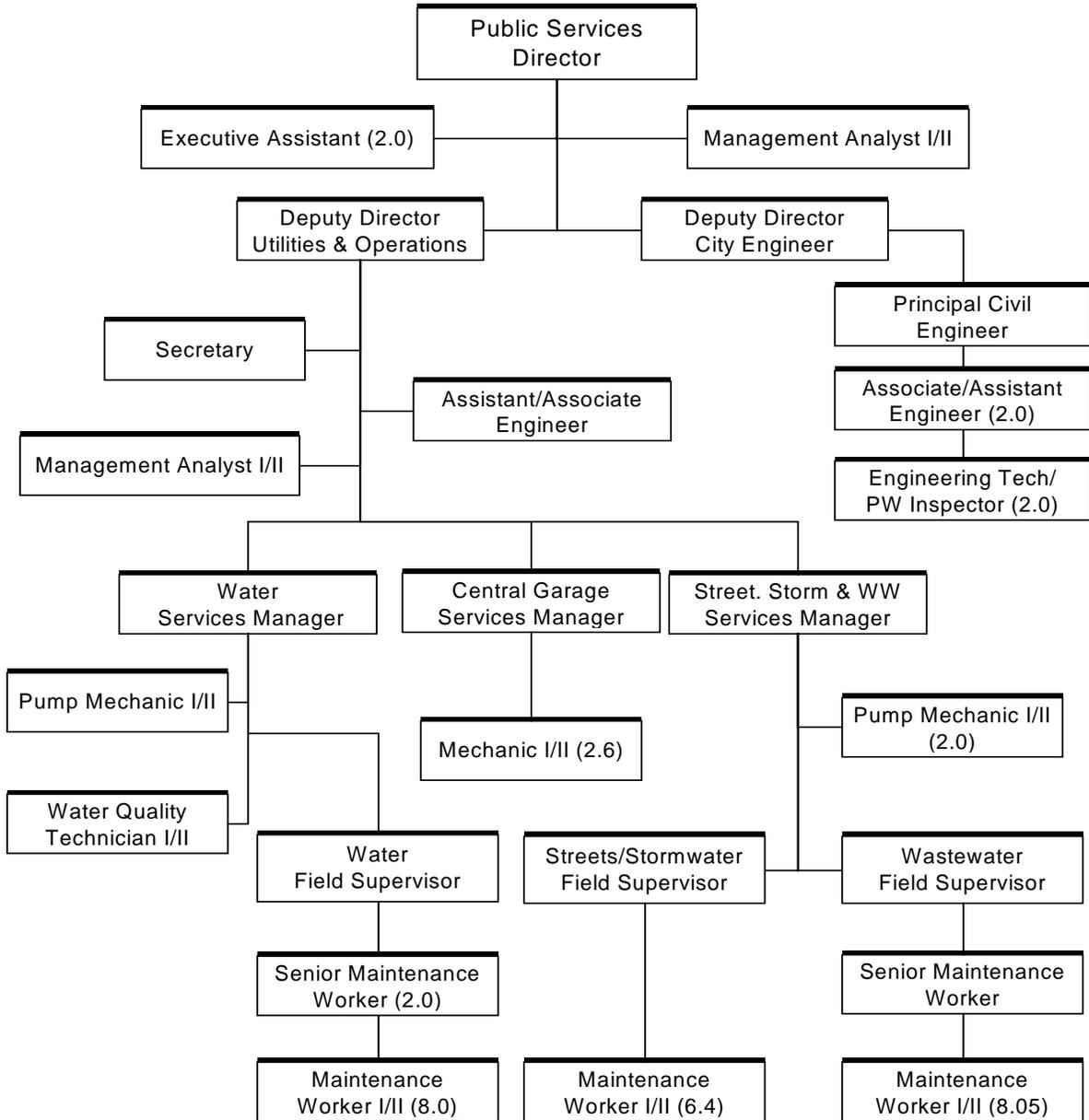
(INSERT DIVIDER)

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WASTEWATER ENTERPRISE FUND

WASTEWATER ENTERPRISE FUND

(A DIVISION OF PUBLIC WORKS DEPARTMENT)



**WASTEWATER FUND
SUMMARIES**
(INSERT DIVIDER)

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WASTEWATER ENTERPRISE FUND CASH SHEET

	2007-08 Budget	2007-08 Est. Actual	2008-09 Adopted
Beginning Balance, July 1	\$7,460,410	\$1,952,620	\$3,143,911
Revenues			
Operating Revenues	7,762,500	8,072,253	9,087,432
Capacity Charges	95,000	270,000	270,000
Interest Income	75,000	160,000	150,000
Total Revenues	7,932,500	8,502,253	9,507,432
Transfers In: Proceeds from COP	2,413,996	2,413,996	0
Expenses			
Operating Expenses	5,617,016	5,625,462	5,912,718
Debt Service	1,835,035	2,268,524	2,272,217
Capital Improvement Program Expenses	4,712,792	1,787,672	3,939,925
Equipment Reserve Transfer	98,845	98,845	98,845
Equipment Reserve Purchases	43,300	43,300	30,400
Transfer to Technology Capital	0	0	10,000
Total Expenses	12,306,988	9,823,803	12,264,105
Operating Surplus (Deficit)	(1,861,647)	1,191,291	(2,657,828)
Ending Balance, June 30	\$5,598,763	\$3,143,911	\$486,083
Cash Available for Operations & Capital	4,888,137	2,433,285	(292,988)
Cash Available for Equipment Reserve	710,626	710,626	779,071

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WASTEWATER FUND
OPERATIONS
(INSERT DIVIDER)

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WASTEWATER ENTERPRISE– OPERATIONS

The City of San Bruno Wastewater Division is committed to serving the community by providing rapid, professional, and cost-effective maintenance of the wastewater collection system through courteous, productive and beneficial interactions with the citizens of San Bruno. The Division also strives to meet all EPA & State of California mandated requirements.

PROGRAMS

The Wastewater Division of the Public Works Department is responsible for the wastewater collection system throughout the City including all sewer mains, manholes, the right-of-way portion of house laterals, seven lift stations and two San Mateo County Flood Control District pump stations. In addition, the Division and its employees are directly responsible for adhering to all wastewater discharge requirements, recently revised by the U.S. Environmental Protection Agency and the State Water Resources Control Board.

Wastewater treatment is handled under a Joint Powers Agreement with the City of South San Francisco (SSF). Approximately 3.4 million gallons of effluent per day are pumped from San Bruno through the Shaw Road Pump Station to be treated at the jointly owned SSF-SB Water Quality Control Facility. The treatment facility, located on Belle Air Road just north of the San Francisco International Airport in the City of South San Francisco, is operated and maintained by the City of South San Francisco, which also administers the State-mandated Water Quality Control and Industrial Waste Discharge Program. Treated wastewater is discharged 2 miles out into San Francisco Bay via a joint outfall pipeline shared by the cities of San Bruno, South San Francisco, Millbrae, Burlingame, Colma and the San Francisco Airport.

The primary services provided include:

OPERATIONS & MAINTENANCE

Wastewater completes routine preventative maintenance on mains, laterals and pump stations, as well as emergency response to blockages, sanitary sewer overflows, and equipment failures. Routine activities including line flushing, video inspection, vector control, and upgrades and repairs to lines throughout the system. Wastewater complies with the State mandated Sewer System Management Plan by completing the following:

- Hydraulic cleaning of sewer mains, requiring 40 hours a week, 52 weeks per year.
- Mechanical rodding of sewer mains, requiring 480 hours of staff time, or approximately 60 days per year.
- Closed circuit video of sewer laterals and mains, requiring 152 hours, or 19 days per year.
- Manhole inspection program, requiring 44 days per year or about 700 staff hours.
- Maintenance of sanitary sewer/storm pump stations, requiring 80 hours a week for 52 weeks per year, and about 4,160 staff hours per year.

REPLACEMENT & IMPROVEMENT

Wastewater provides minor capital project management and contract administration for needed repairs.

- **TREATMENT**

Wastewater ensures compliance with mandates and reporting requirements of regulatory agencies including adherence with National Pollution Discharge Elimination System (NPDES) requirements.

- **UTILITY SYSTEM MAPPING AND INVENTORY**

Wastewater provides upkeep of system-wide mapping and inventory maintenance.

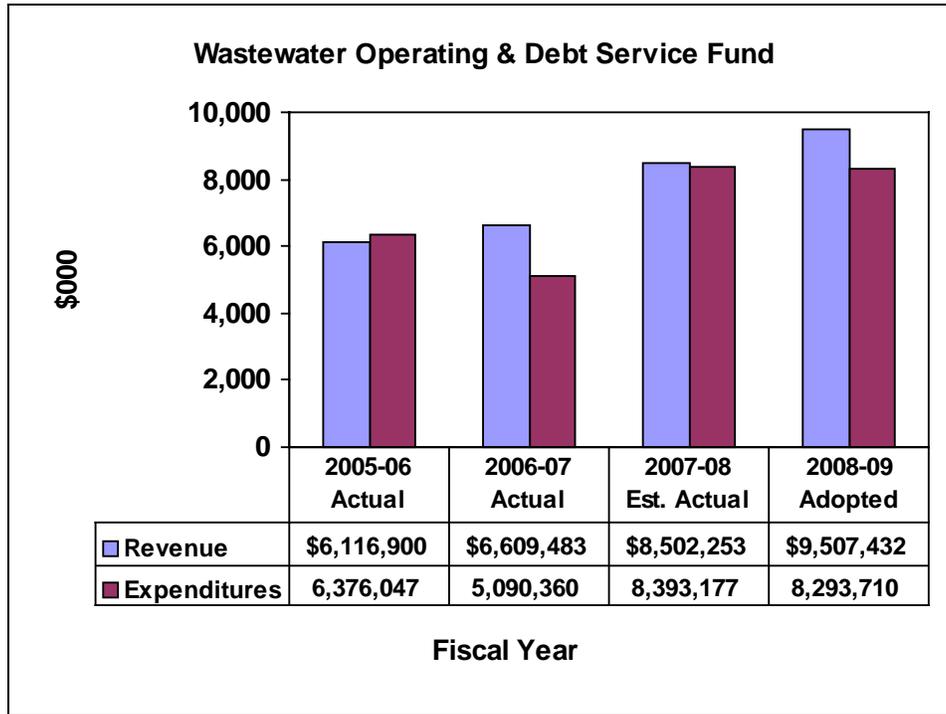
PRIORITY FOCUS

The Wastewater Division places an emphasis on customer service through timely and regular maintenance of the sewer collection system and utilization of preventative maintenance practices. The Division makes regular use of high-pressure hydraulic cleaning methods such as the Vactor and jetter trucks. The Vactor truck removes debris and grease from sewer mains and pump station wet wells. The jetter truck handles all emergency sewer calls (mains and laterals) and is used five days per week in preventative maintenance of known trouble locations that require weekly preventative maintenance (41 sewer main locations). The Division also is obligated to perform administrative and operational functions to stay compliant with all Federal and State regulations such as the prompt and accurate reporting of any Sanitary Sewer Overflows as well as other mandated annual reports.

The Wastewater Division is faced with new challenges and oversight from Regulatory bodies including the Environmental Protection Agency and the State Water Resources Control Board through obligations prescribed in the Statewide Waste Discharge Requirements and the Sewer System Management Plan. The main purpose of these mandates is the reduction of sanitary sewer overflows. The City is proceeding with on-going preventative maintenance and new approaches in reducing these overflows including enhanced maintenance of the sewer lines, closed circuit televising of one fifth of the City's sewer lines per year, and smoke testing of certain areas that have experienced high inflow from rain.

PROGRAM RESOURCES

Delivery of the Division's core services during fiscal year 2008-09 will require an expenditure budget of \$6,021,493 and personnel resources of 14.60 full time employees.



REVENUES

The Wastewater Division is funded entirely by Wastewater Enterprise Fund revenue derived from the utility rates charged to residents and businesses based on their service charges and winter water consumption. These rates were revised in 2007-08 to reflect the increased cost of providing wastewater treatment and replacement of the system’s aging infrastructure. In addition, adequate revenue based on variable rates must be maintained in order to cover bond covenants and conditions.

Revenue	2005-06 Actual	2006-07 Actual	2007-08 Est. Actual	2008-09 Adopted
Wastewater Operations	\$5,813,706	\$6,258,194	\$8,072,253	\$9,087,432
Capacity Charges	55,921	153,024	270,000	270,000
Interest & Investment Earnings	247,273	198,265	160,000	150,000
Total Revenues	\$6,116,900	\$6,609,483	\$8,502,253	\$9,507,432

EXPENDITURES

As with prior years, the Department's expenditure appropriation is split approximately 26% for personnel costs and 74% for operations and professional services. Just over half of the expenditure under this budget is allocated to cover the cost of San Bruno's share of operating and maintaining the SSF-SB Water Quality Control Facility. Other non-personnel expenditures under this budget are paid primarily to cover the cost of supplies and materials necessary to maintain and repair the wastewater collection system.

Expenditures	2005-06	2006-07	2007-08	2008-09
	Actual	Actual	Est. Actual	Adopted
Operations	\$4,662,935	\$3,494,432	\$5,955,147	\$5,922,648
Debt Service	1,614,267	1,097,083	1,939,185	2,272,217
Transfer to Capital	98,845	498,845	498,845	98,845
Total Expenditures	\$6,376,047	\$5,090,360	\$8,393,177	\$8,293,710

PERSONNEL

Personnel Summary

Public Works Department	General Fund		Water Fund		Stormwater	Wastewater Fund	Internal Service	Special Revenue	Total
	Admin & Eng.	Streets	Supply	Distrib.	Operations	Operations	Central Garage	Solid Waste	
Public Services Director	0.25	0.15	0.15	0.15	0.00	0.25	0.05	0.00	1.00
Deputy Dir. Engineering	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Deputy Dir. Utilites	0.00	0.20	0.15	0.20	0.05	0.35	0.05	0.00	1.00
Services Manager	0.00	0.25	0.50	0.50	0.25	0.50	1.00	0.00	3.00
Principal Civil Engineer	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Associate Civil Engineer	2.00	0.00	0.50	0.00	0.00	0.50	0.00	0.00	3.00
Field Supervisor	0.00	0.75	0.30	0.70	0.25	1.00	0.00	0.00	3.00
Water Quality Tech	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00
Management Analyst I/II	0.50	0.00	0.50	0.25	0.00	0.25	0.25	0.25	2.00
Pump Mechanic I/II	0.00	0.00	1.00	0.00	0.00	2.00	0.00	0.00	3.00
Senior Maintenance Worker	0.00	0.00	1.00	1.00	0.00	1.00	0.00	0.00	3.00
Maintenance Worker I/II	0.00	4.00	2.00	6.00	2.40	8.00	0.00	0.05	22.45
Engineering Tech	1.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	2.00
Mechanic I/II	0.00	0.00	0.00	0.00	0.00	0.00	2.60	0.00	2.60
Executive Assistance	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
Secretary	0.00	0.25	0.25	0.25	0.00	0.25	0.00	0.00	1.00
Total	7.75	5.60	6.35	10.55	2.95	14.60	3.95	0.30	52.05

2007-08 ACCOMPLISHMENTS

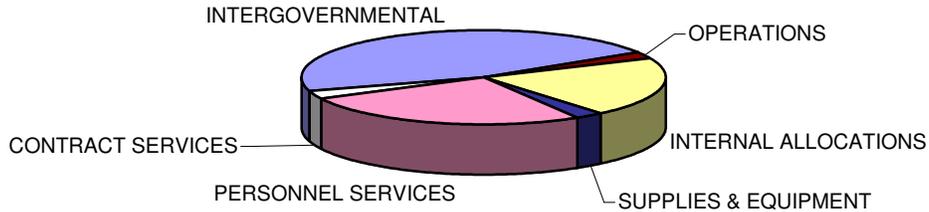
- ✓ Closed Circuit Television (CCTV) contract awarded and initiation of video inspection of 1/5 of the City's sewer mains
- ✓ Installation of all City owned sewer manholes within City's GIS mapping system.
- ✓ Cleaned approximately 185,000 feet of sewer main line and 1,916 manholes
- ✓ Completed 40 Sewer main and lateral excavation repairs
- ✓ Chemical root treatment of approximately 4,700 feet of sewer main
- ✓ Began implementation of Computerized Maintenance Management System (CMMS) program
- ✓ Emergency installation of new sewer main in Crestmoor Canyon near Concord Way
- ✓ Identification and recognition of possible sewer main replacement of Trenton Drive
- ✓ Issuance of proposed Storm Station mechanical bar screen cleaner drawings to County officials

2008-09 GOALS & OBJECTIVES

- Install Supervisory Control and Data Acquisition (SCADA) systems in the Division's seven sewer pump stations through contract services.
- Continue organization and data entry of Computerized Maintenance Management System (CMMS).
- Analyze existing sanitary sewer infrastructure and prioritize future pipeline replacement projects that will facilitate economic redevelopment of downtown properties.
- Continue to upgrade new sewer system GIS maps as required.
- Develop a comprehensive Fat, Oil and Grease (FOG) ordinance and enforcement program to reduce and eliminate incidences of sanitary sewer overflows (SSO) due to grease buildup in sewer pipes.
- Continue implementation of Sanitary Sewer Management Plan (SSMP), meeting August 2008 deadline for Capacity Management, Monitoring, Measurement, Program Modifications, and SSMP Audits as well as continuation of updates and refinements to existing programs such as Emergency Response Plans, FOG Control Program, and Legal Authority.

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Wastewater Enterprise Fund Operations 2008-09 Adopted Budget



	2008-09 ADOPTED	PERCENT OF TOTAL
PERSONNEL SERVICES	\$1,573,726	26%
SUPPLIES & EQUIPMENT	150,500	2%
CONTRACT SERVICES	170,000	3%
OPERATIONS	141,809	2%
INTERGOVERNMENTAL	2,751,513	46%
INTERNAL ALLOCATIONS	1,233,945	20%
GRAND TOTAL	\$6,021,493	100%

PERSONNEL SERVICES	ADOPTED BUDGET	DESCRIPTION
5101 REGULAR SALARIES	\$1,012,246	Base salary and incentives for all department personnel, working a minimum of 80 hours per pay period. Subject to benefits per applicable MOUs, (\$1,004,190); <i>Service level enhancement for city-wide reorganization, (\$8,056)</i> .
5102 REGULAR PART-TIME	7,400	Base salary for temporary employees working fewer than 980 hours per fiscal year. Employees in this category are exempt from all benefits.
5105 OVERTIME	164,125	Overtime pay in accordance with the applicable MOU. Overtime pay is only subject to Medicare and FICA employer contributions, when applicable, not City cost of CalPERS retirement.
5200 EMPLOYEE BENEFITS	389,955	City's cost of CalPERS pension, Medicare, FICA where applicable, deferred compensation match, health & welfare insurance, life insurance, long-term disability insurance, management leave buyout, pay in-lieu of holidays, (\$388,627); <i>Service level enhancement for city-wide reorganization, (\$1,328)</i> .
SUBTOTAL FOR PERSONNEL SERVICES	\$1,573,726	

SUPPLIES & EQUIPMENT		ADOPTED BUDGET	DESCRIPTION
6001	OFFICE SUPPLIES	\$2,000	Office supplies for Wastewater Division.
6101	GAS & OIL	24,000	Fuel and oil for vehicles assigned to Wastewater.
6102	UNIFORMS/ SAFETY EQUIP	30,000	Safety supplies, (\$4,000); Uniforms, (\$9,000); Field tools, (\$17,000).
6201	BUILDING AND GROUND SUPPLIES	14,000	Maintenance supplies, (\$7,000); Replacement supplies, (\$7,000).
6202	STREET REPAIRS AND SUPPLIES	16,500	Supplies and materials used to repair City streets that are affected by a sewer failure or repair.
6204	EQUIPMENT & SUPPLIES	6,000	Office equipment and furniture, including 2 printers for CMMS system, replacement of worn office carpet and a computer for Field Supervisor to run SCADA software.
6650	TOOLS & EQUIPMENT	58,000	Lateral camera, (\$15,000); Storm drain plugs, (\$6,000); Metal detector, (\$1,000); Four sonic level indicators for four sanitary pumping stations, (\$14,000); Two soft start motor starters for Pacific Heights pump station, (\$12,000); Two variable frequency drives (VFD) for Spyglass pumping station, (\$10,000).
SUBTOTAL FOR SUPPLIES & EQUIPMENT		\$150,500	

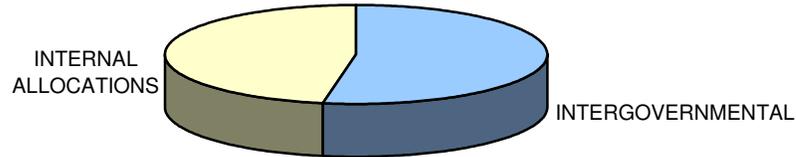
CONTRACT SERVICES		ADOPTED BUDGET	DESCRIPTION
6401	PROFESSIONAL SERVICES	\$37,000	State mandated BMP sewer overflow testing and SSMP contract/consultation services, (\$11,000); Water and wastewater rate study, (\$15,000); GIS mapping, safety audits, instrumentation services and small job analysis, (\$11,000).
6411	CONTRACTUAL SERVICES	105,000	Contract repair of sewer mains, manholes, lateral, pumps, electrical components/trouble shooting and other necessary services that the City is unable to provide.
6419	OTHER SERVICES	28,000	Chemical root foaming, (\$16,000); Sewer lab testing, (\$2,000); Other surface leak testing, (\$1,000); Uniform cleaning/replacement, (\$3,500); On call phone service, (\$3,500); Miscellaneous services, (\$2,000).
SUBTOTAL FOR CONTRACT SERVICES		\$170,000	

OPERATIONS	ADOPTED BUDGET	DESCRIPTION
6112 POSTAGE	\$150	Allocation of postage required by department operations for outside correspondence including regular, certified, return receipt, and express/overnight mail.
6405 STAFF TRAINING	10,000	Competent Person Trenching Soils Identification, (\$1,000); Confined space, (\$1,000); USA, (\$1,000); Traffic control, (\$1,000); CWEA 2009 annual conference, (\$4,000); Water Environment Federation (WEF), California Water Environment Association (CWEA) and Bay Area Clean Water Agency (BACWA) specialty training, American Management Association (AMA) and Management training, (\$2,000).
6406 PROFESSIONAL DEVELOPMENT	1,500	Professional development in accordance with MOU.
6450 COMMUNICATIONS	6,600	Internal allocation of a shared fax line, office telephone charges and 12 mobile phones, pagers and radios.
6531 UTILITIES	38,000	Utilities for all pump stations and portion of the Corporation Yard.
6601 RENTAL & LEASES	61,760	Tools and machinery, (\$5,000); Use of general fund land, (\$56,760).
6701 DUES & MEMBERSHIPS	4,100	Mandatory registration for General Waste Discharge Requirements for the State of California sanitary sewer master plan, (\$1,200); Bay Area Clean Water Agency (BACWA), (\$1,500); California Water Environment Association (CWEA), (\$1,000); Maintenance Superintendent Association (MSA), (\$200); Water Environment Federation (WEF), (\$100); American Public Works Association, (\$100).
6702 PUBLICATIONS & SUBSCRIPTIONS	1,000	Training books and publications used by staff to prepare for certifications.
6704 MEETINGS/ CONFERENCES	3,500	Bay Area Clean Water Agency (BACWA), (\$250); American Public Works Association (APWA), (\$3,000); Maintenance Superintendents Association (MSA), (\$250).
6910 CONTINGENCIES/ OTHER	15,199	Employee salary and benefit contingency for two bargaining units with open MOUs.
SUBTOTAL FOR OPERATIONS	\$141,809	

INTERGOVERNMENTAL		ADOPTED BUDGET	DESCRIPTION
7062	WASTE TREATMENT-SSF	\$2,750,000	Operation and maintenance costs or treatment of San Bruno's wastewater at the jointly owned South San Francisco/San Bruno Water Quality Control Plant.
7069	INTERGOVERNMENTAL - OTHER	1,513	Fees to the County of San Mateo and the California State Water Resources Control Board.
SUBTOTAL FOR INTERGOVERNMENTAL		\$2,751,513	

INTERNAL ALLOCATIONS		ADOPTED BUDGET	DESCRIPTION
7901	OTHER INTERNAL SERVICE ALLOC.	\$299,197	Self-Insurance Allocation, (\$215,289); Building Facilities Allocation, (\$12,103); IT Allocation, (\$9,175); Central Garage Allocation, (\$62,084). <i>Service level enhancement for enhanced custodial maintenance for all city facilities, (\$546) - department allocation.</i>
7902	GENERAL ADMIN. ALLOC.	834,673	PW Administration Allocation, (\$298,125); General Admin Allocation, (\$278,348); Revenue Services Allocation, (\$258,199).
9079	TRANSFER TO EQPT. RESERVES	98,845	Allocation of reserve funding to provide for replacement of capital assets at the end of their useful lives.
9096	ENERGY DEBT ALLOC.	1,230	Allocation of lease-purchase debt service for improved energy efficiency at City buildings and facilities.
SUBTOTAL FOR INTERNAL ALLOCATIONS		\$1,233,945	
GRAND TOTAL		\$6,021,493	

**Wastewater Enterprise -
Debt Service
2008-09 Adopted Budget**



	2008-09 ADOPTED	PERCENT OF TOTAL
INTERGOVERNMENTAL	\$1,196,255	53%
INTERNAL ALLOCATIONS	1,075,962	47%
GRAND TOTAL	\$2,272,217	100%

INTERGOVERNMENTAL	ADOPTED BUDGET	DESCRIPTION
7069 INTERGOVERNMENTAL - OTHER	\$1,196,255	Payments to City of South San Francisco for joint debt on treatment plant: South San Francisco loan #1 (\$501,145); South San Francisco loan #2 (\$401,154); South San Francisco loan #3 (\$293,951).
SUBTOTAL FOR INTERGOVERNMENTAL	\$1,196,255	

INTERNAL ALLOCATIONS	ADOPTED BUDGET	DESCRIPTION
9001 PRINCIPAL	\$205,000	COP debt service principal.
9002 INTEREST	870,962	COP and South San Francisco debt service interest.
SUBTOTAL FOR INTERNAL ALLOCATIONS	\$1,075,962	
GRAND TOTAL	\$2,272,217	

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**WASTEWATER FUND
CAPITAL PROJECTS**
(INSERT DIVIDER)

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**2008-09
WASTEWATER CAPITAL IMPROVEMENT PROGRAM**

The Wastewater Enterprise Fund provides for the maintenance and implementation of capital improvements related to the wastewater collection system throughout the City, including all sewer mains, manholes, lower laterals, and seven lift stations. The Wastewater Fund Capital Improvement Program is designed to protect, preserve, and enhance the wastewater infrastructure facilities. The goal is to improve and/or replace existing facilities in an effort to extend the useful life of these valuable public assets.

NEW PROJECTS IN 2008-09 WORK PLAN

- Emergency Sewer Line Bypass System
- Mastick Avenue Wastewater Main Replacement Project

PROJECTS WITH PROGRESS IN 2008-09 WORK PLAN

- Belle Air District Sewer Main Easements
- Crystal Springs Pump Station Abandonment
- Olympic Pump Station Rehab and Force Main
- Rollingwood Relief Sewer
- Sanitary Sewer Condition Assessment Project
- Sewer Pump Environmental and Safety Modifications
- SCADA for Wastewater Facilities
- Wastewater Pipeline Repair Program
- Wastewater System Master Plan Update

**2008-09 WASTEWATER WORK PROGRAM
FINANCIAL SUMMARY**

Project	Carry-Over Appropriations	2008-09 Funding Source
		Wastewater Capital
Belle Air District Sewer Main Easements	46,950	0
Crystal Springs Pump Station Abandonment	497,997	202,003
Emergency Sewer Line Bypass System	0	71,000
Mastick Avenue Wastewater Main Replacement Project	343,717	292,533
Olympic Pump Station Rehab and Force Main	312,000	0
Rollingwood Relief Sewer	1,129,209	395,791
Sanitary Sewer Condition Assessment Project	147,933	0
SCADA for Wastewater Facilities	254,792	0
Sewer Pump Station Environmental and Safety Modifications	15,000	0
Wastewater Pipeline Repair Program	75,000	0
Wastewater System Master Plan Update	156,000	0
Total	\$2,978,598	\$961,327

WASTEWATER CAPITAL FIVE-YEAR PROGRAM

2008-09 CAPITAL PROJECTS

Belle Air District Sewer Main Easements
Crystal Springs Pump Station Abandonment
Emergency Sewer Line Bypass System
Mastick Avenue Wastewater Main Replacement Project
Olympic Pump Station Rehab and Force Main
Rollingwood Relief Sewer
Sanitary Sewer Condition Assessment Project
SCADA for Wastewater Facilities
Sewer Pump Station Environmental and Safety Modifications
Wastewater Pipeline Repair Program
Wastewater System Master Plan Update

2009-13 CAPITAL PROJECTS

Backhoe Equipment Purchase
Five Yard Dump Truck Equipment Purchase
Kains to Angus Sewer Bypass
Neighborhood Sewer Pump Station Security and Aesthetic Improvements
Spyglass Sewer Pump Station Emergency Generator Replacement
Trenton Drive Wastewater Main Replacement Project
Vactor Equipment Purchase

**WASTEWATER CAPITAL 2008-13 WORK PROGRAM
FUNDING SUMMARY**

Project	Total Project Cost	Prior Years Funding	2008-09	2009-10	2010-11	2011-12	2012-13	Unidentified Funding Year
Wastewater Capital								
Backhoe Equipment Purchase	100,000	0	0	0	100,000	0	0	0
Belle Air District Sewer Main Easements	50,000	50,000	0	0	0	0	0	0
Crystal Springs Pump Station Abandonment	709,793	507,790	202,003	0	0	0	0	0
Emergency Sewer Line Bypass System	71,000	0	71,000	0	0	0	0	0
Five Yard Dump Truck Equipment	100,000	0	0	0	100,000	0	0	0
Kains to Angus Sewer Bypass	1,216,653	0	0	0	0	0	1,216,653	0
Mastick Avenue Wastewater Main Replacement	636,250	343,717	292,533	0	0	0	0	0
Neighborhood Sewer Pump Station Security and Aesthetic Improvements	85,000	0	0	0	0	50,000	35,000	0
Olympic Pump Station Rehab and Force Main	2,147,000	312,000	0	917,500	917,500	0	0	0
Rollingwood Relief Sewer	5,220,298	4,824,507	395,791	0	0	0	0	0
Sanitary Sewer Condition Assessment Project	1,102,350	345,000	0	245,000	252,350	260,000	0	0
SCADA for Wastewater Facilities	377,792	254,792	0	123,000	0	0	0	0
Sewer Pump Station Environmental and Safety Modifications	190,000	15,000	0	50,000	0	125,000	0	0
Spyglass Sewer Pump Station Emergency Generator Replacement	87,739	0	0	0	0	87,739	0	0
Trenton Drive Wastewater Main Replacement Project	665,000	0	0	115,000	550,000	0	0	0
Wastewater Pipeline Repair Program	4,329,503	232,626	0	0	225,000	1,897,979	1,973,898	0
Wastewater System Master Plan Update	156,000	156,000	0	0	0	0	0	0
Vactor Equipment Purchase	325,000	0	0	325,000	0	0	0	0
Total	\$17,569,378	\$7,041,432	\$961,327	\$1,775,500	\$2,144,850	\$2,420,718	\$3,225,551	\$0

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BELLE AIR DISTRICT SEWER MAIN EASEMENTS

PROJECT DESCRIPTION: The recently completed Belle Air Phase II Sewer Main Improvement Project connected the downstream end of the Lomita Outfall project to the Angus Connector Sewer project, thereby giving the City the ability to eliminate the existing sewer main located south of the Belle Air School in environmentally-sensitive wetlands. A final work effort of securing easements with the San Francisco International Airport (SFIA) and the Peninsula Corridor Joint Powers Board (PCJPB) is necessary to complete the project.

Access to certain locations related to City utility systems and other facilities requires that the abandoned easements be replaced with new ones in SFIA and PCJPB property on the extension of First Avenue near Belle Air School.

PROJECT NUMBER: 84322

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project guarantees access to certain City utility and other facilities.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: No work accomplished.

2008-09 WORK PLAN: Complete the securing of easements and abandon the pipeline within the wetlands area by removing or filling the existing unused pipe.

PROJECTED COMPLETION DATE: Spring 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	50,000	46,950	0	0	50,000
Total	\$50,000	\$46,950	\$0	\$0	\$50,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	3,050	5,000	0	8,050
0620: Construction	0	0	41,950	0	41,950
Total	\$0	\$3,050	\$46,950	\$0	\$50,000

ONGOING FINANCIAL IMPACT: This project may require the payment of an ongoing annual license fee as part of securing the easements. This is estimated in the \$1,000 to \$5,000 price range.

CRYSTAL SPRINGS PUMP STATION ABANDONMENT

PROJECT DESCRIPTION: The Crystal Springs Pump Station is nearing the end of its useful life. To rehabilitate this pump station would cost over \$1,000,000. As an alternative, it is possible that the pump station could be eliminated through the construction of approximately 1100 feet of sewer main along Crystal Springs Road that would allow wastewater at the pump station to gravity flow into the City's existing collection system near the Senior Center. This would also provide a more reliable means of conveying sewage as the pump station currently has a single outlet pipe which drains under I-280.

As part of this project, a feasibility study would first need to be performed, modeling the collection system to make sure that diverted flows could be accommodated. A similar feasibility study would be performed at the Olympic Pump Station near the northern City border with South San Francisco. This pump station could also be abandoned if redirected flows did not impact the adjacent collection system within South San Francisco and if South San Francisco was agreeable to accepting the additional wastewater from the tributary area leading to the Olympic Pump Station.

PROJECT NUMBER: 84309

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project would provide for a cost effective alternative to rebuilding a pump station in need of rehabilitation. Savings could then be programmed into other Capital Projects to better serve the community

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: Completed preliminary feasibility study and awarded design contract for abandonment. Additional appropriation request reflects a more accurate cost of construction stemming from the feasibility study.

2008-09 WORK PLAN: Complete design and construction of gravity pipe and demolition of existing pump station.

PROJECTED COMPLETION DATE: Summer 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	507,790	497,997	202,003	0	709,793
Total	\$507,790	\$497,997	\$202,003	\$0	\$709,793

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	2,790	7,003	0	0	9,793
0610: Design	0	0	50,000	0	50,000
0620: Construction	0	0	650,000	0	650,000
Total	\$2,790	\$7,003	\$700,000	\$0	\$709,793

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance.

EMERGENCY SEWER LINE BYPASS SYSTEM

PROJECT DESCRIPTION: This project funds the purchase of a series of equipment items to allow City crews the ability to bypass a section of sewer main that has either collapsed or is blocked. Equipment includes:

- 1-6 inch portable trash pump;
- 1,000 feet of deployment hose; and
- 1 hose reel trailer to hold all deployment hose.

Emergency response. The system will help divert sewage over ground while a repair is made, thereby limiting the total amount spilled from a Sanitary Sewer Overflow. This system can also be used to help pump storm water at our two County Pump Stations or any other location that becomes flooded due to large amounts of rain. For the past four years the City has rented a similar pump in the event that the County Storm stations fail.

Preventative Construction. System would allow crews to bypass a sewer manhole and reconstruct the manhole frame and invert. To date, there are multiple sewer manholes that need such repair. Repairing these manholes will prevent them from failing and causing an emergency situation repair.

PROJECT NUMBER: 85702

PROJECT MANAGER: Deputy Director of Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Preventing SSO's and the ability to recover or emergency pump sewage is a requirement of the State of California Waste Discharge Requirement and Sanitary Sewer Master Plan. Lack of such machinery or the inability to divert sewage without a spill could result in fines from the State or special interest groups.

LIFE EXPECTANCY: 10 years.

2007-08 STATUS: New project.

2008-09 WORK PLAN: Acquire specified equipment through formal bid process.

PROJECTED COMPLETION DATE: November 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	0	0	71,000	0	71,000
Total	\$0	\$0	\$71,000	\$0	\$71,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	0	0	71,000	0	71,000
Total	\$0	\$0	\$71,000	\$0	\$71,000

ONGOING FINANCIAL IMPACT: Replacement of equipment will be scheduled into the Equipment Reserve Fund.

MASTICK AVENUE WASTEWATER MAIN REPLACEMENT PROJECT

PROJECT DESCRIPTION: Originally developed under the Wastewater Pipeline Repair Program, this project—in combination with the Mastick Avenue *Water* Main Replacement Project—will upgrade and replace the existing water and wastewater mains beneath Mastick Ave. from San Felipe Ave. to Artichoke Joe’s.

PROJECT NUMBER: 85701

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Sanitary sewer overflows are serious health threats that can also cause property damage and subject the City to fines by the Regional Water Quality Control Board (CRWQCB). Repairing damaged pipelines will help to reduce sanitary sewer overflows, thereby reducing the potential for liability to the City. Additionally, correcting problem areas will reduce the cost associated with performing stopgap maintenance efforts.

LIFE EXPECTANCY: 50 years

2007-08 STATUS: Reclassified as a new project. Previous work done under a different project to video inspect pipeline in the region.

2008-09 WORK PLAN: Complete design documents; prepare bid package; award construction contract; and complete construction.

PROJECTED COMPLETION DATE: Spring 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES: Funding transferred to this project from the prior appropriations to the Wastewater Pipeline Repair Program.

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	343,717	343,717	292,533	0	636,250
Total	\$343,717	\$343,717	\$292,533	\$0	\$636,250

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	86,250	0	86,250
0620: Construction	0	0	550,000	0	550,000
Total	\$0	\$0	\$636,250	\$0	\$636,250

ONGOING FINANCIAL IMPACT: Reduction of the amount of overtime needed for emergency repairs of main breaks in this area.

OLYMPIC PUMP STATION REHAB AND FORCE MAIN

PROJECT DESCRIPTION: This project will rehabilitate the Olympic Pump Station located off Olympic Court at the north boundary of the City. It will also replace the force main running from the pump station, down Oakmont Drive to a manhole at Oakmont and Evergreen Drive. These facilities have been identified as being old and under needed capacity. This has resulted in the existing pumps and motors running for extended periods, adding to wear and tear. The reliability of this equipment is in sufficient doubt that this pump station is under daily scrutiny by maintenance staff, and has been rebuilt several times. In addition, the project will alleviate current problems with emergency operations capability in the event of a power loss.

PROJECT NUMBER: 84336

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Breakdown of this equipment or loss of power will result in possible discharges of raw sewage into street drains and other properties. This would adversely affect both the reliability of customer service and the appearance of the City. This could also result in regulatory actions including fines.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: No work accomplished.

2008-09 WORK PLAN: Prepare and issue an RFP for professional engineering services to conduct an assessment that will prioritize rehabilitation elements, thereby permitting a phased construction of the project. Proceed with design of first identified phase.

PROJECTED COMPLETION DATE: June 2010.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	312,000	312,000	0	1,835,000	2,147,000
Total	\$312,000	\$312,000	\$0	\$1,835,000	\$2,147,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	150,000	0	150,000
0620: Construction	0	0	0	1,997,000	1,997,000
Total	\$0	\$0	\$150,000	\$1,997,000	\$2,147,000

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance. Reduces maintenance costs, and reduces potential for system interruptions that will require emergency measures, revenue reduction, and restitution of damages to customers.

ROLLINGWOOD RELIEF SEWER

PROJECT DESCRIPTION: This project will address sewer capacity and rehabilitation issues that were identified in the “upper” and western portions of the City. This is in response to a Cease and Desist Order (#97-104, August 1997) issued by the Regional Water Quality Control Board to eliminate sanitary sewer overflows by November 2007. Funding for this project was secured by a Certificate of Participation (COP) issued in June 2002 in response to the Cease and Desist Order to fund \$9.8 million in various sewer capacity improvement projects. The project is being constructed in three phases:

Phase I includes Installation of new 18-inch diameter relief sewer at Fleetwood Drive and Catalpa Drive, new 10-inch diameter diversion sewer at Sneath Lane, and new 8-inch diameter diversion sewer at Amador Avenue. Phase 1 was completed in 2007.

Phase II includes installation of a new 12-inch diameter replacement sewer main at Susan Drive.

Phase III will construct a new force main pipe from the Pacific Heights Pump Station along Sharp Park Road to Skyline Boulevard.

PROJECT NUMBER: 84325

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Completion of all three phases of the Rollingwood project will add much needed capacity to the wastewater collection system from Skyline Drive (between Sneath Lane and College Drive) to Fleetwood and Catalpa Drives. In doing so, it will reduce or eliminate sanitary sewer overflows which can cause serious health risks, result in property damage and occupy significant City resources in the form of staff time, equipment and material that are required to respond.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: Completed Phase II design and construction. Awarded design of Phase III.

2008-09 WORK PLAN: Complete design and construction of Phase III.

PROJECTED COMPLETION DATE: Phase III construction complete by April 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	4,824,507	1,129,209	395,791	0	5,220,298
Total	\$4,824,507	\$1,129,209	\$395,791	\$0	\$5,220,298

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	40,011	0	0	0	40,011
0610: Design	380,004	339,318	200,000	0	919,322
0620: Construction	1,760,069	1,175,896	1,335,645	0	4,271,610
Total	\$2,180,084	\$1,515,214	\$1,535,645	\$0	\$5,230,943

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance.

SANITARY SEWER CONDITION ASSESSMENT PROJECT

PROJECT DESCRIPTION: Formerly known as the “Sanitary Sewer Management Plan,” this project performs the work necessary to conduct a full sanitary sewer condition assessment as required by the City’s Sanitary Sewer Management Plan.

On May 2, 2006, the State Regional Water Quality Control Board (SRWQCB) established Statewide General Waste Discharge Requirements (WDR) Order No. 2006-0003. The WDR Order required all federal and state agencies, municipalities, county districts, and other public entities that own or operate sanitary sewer systems greater than one mile in length in the State of California to develop and implement a system-specific Sewer System Management Plan (SSMP). The objective of the SSMP is to provide proper and efficient management, operation, and maintenance of sanitary sewer systems, while taking into consideration risk management and cost benefit analyses. In addition, the SSMP must contain a spill response plan that establishes standard procedures for immediate response to Sanitary Sewer Overflows (SSOs) in a manner designed to minimize water quality impacts and potential nuisance conditions.

The State Board has set the following deadlines for completing various sections of the SSMP:

- August 31, 2006—Goals, Organization, Emergency Response Plan, and Fats, Oils and Grease Control Program (complete)
- August 31, 2007—Legal Authority, Measures and Activities, and Design and Control Standards (complete)
- August 31, 2008—Capacity Management; Monitoring, Measurement and Program Modifications; and SSMP Audits

As part of the “Measures and Activities” section of the SSMP, the City must conduct a thorough condition assessment of the sanitary sewer system that entails closed circuit televising (CCTV) and smoke testing—though additional assessment measures may be necessary in the future. The funding requested below will allow the City to CCTV over a five-year period.

PROJECT NUMBER: 84337

PROJECT MANAGER: Deputy Director of Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will provide mandated assessment of the sewer collection system infrastructure along with proper and efficient management, operation and maintenance of sanitary sewer systems. The SSMP’s intent is to reduce the number and frequency of SSOs and decrease the risk to human health and the environment caused by SSOs.

LIFE EXPECTANCY: On-going.

2007-08 STATUS: Awarded contract and began closed circuit televising of collection system. Working on integrating this process with GIS data collected for the CMMS.

2008-09 WORK PLAN: Continue with closed circuit televising of collection system and integration with CMMS.

PROJECTED COMPLETION DATE: August 2008 for a Final SSMP Report and continued on-going activities in future fiscal years that includes closed circuit televising of the sewer lines, smoke testing to discover and fix direct inflow of stormwater into the system along with funds to assist in remedying problems found.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	345,000	147,933	0	757,350	1,102,350
Total	\$345,000	\$147,933	\$0	\$757,350	\$1,102,350

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	0	183,785	137,933	757,350	1,079,068
0640: Study	0	13,282	10,000	0	23,282
Total	\$0	\$197,067	\$147,933	\$757,350	\$1,102,350

ONGOING FINANCIAL IMPACT: Uncertain. The outcome of the condition assessment may reveal that certain elements of the sanitary sewer require increased attention.

SCADA FOR WASTEWATER FACILITIES

PROJECT DESCRIPTION: This project will provide the capability to remotely monitor and control stand-alone equipment through an automated data processing, fiber optics and telemetry system know as SCADA (supervisory control and data acquisition). Computers will utilize master telemetry for data acquisition from field locations for system control and will provide alerts on a series of preset conditions at the main station to be located at the Corporation Yard. This project will utilize Cable TV fiber optic lines for data communication thereby avoiding any need for leasing phone lines.

PROJECT NUMBER: 84315

PROJECT MANAGER: Deputy Director of Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will allow staff to monitor the City's wastewater facilities more efficiently. This will provide a better level of protection for these facilities and the community that they serve. It will also allow for a quicker response in the event of failures.

LIFE EXPECTANCY: 20+ years.

2007-08 STATUS: Awarded design contract and began development of design documents.

2008-09 WORK PLAN: Complete design of SCADA system at six sanitary sewer pump stations. Construct the following year.

PROJECTED COMPLETION DATE: April 2010.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	254,792	254,792	0	123,000	377,792
Total	\$254,792	\$254,792	\$0	\$123,000	\$377,792

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	99,000	0	99,000
0620: Construction	0	0	0	278,792	278,792
Total	\$0	\$0	\$99,000	\$278,792	\$377,792

ONGOING FINANCIAL IMPACT: Minimal, other than periodic maintenance and repair.

SEWER PUMP STATION ENVIRONMENTAL AND SAFETY MODIFICATIONS

PROJECT DESCRIPTION: Although the City's sewer pump stations are generally serviceable, safe, and environmentally sound, they are of an age at which selective modernization is recommended. This project will perform such improvements, installing modern features that were not available or standard at the time the sewer pump stations were originally built. These improvements may include gas sensing systems, electronic warning features, additional exterior and interior lighting, automatic ventilation and warning packages, and sealant coatings for drywells and equipment. The project will also selectively replace ladders, hoists, padeyes, tiedowns, and electrical features that have been affected by corrosion or other damage.

PROJECT NUMBER: 84330

PROJECT MANAGER: Deputy Director of Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will enhance the reliability of City sewer service, which is a key measure of utility customer service. The project also reduces risk of injury and illness to workers.

LIFE EXPECTANCY: 20 years.

2007-08 STATUS: Selected contractor to survey existing conditions.

2008-09 WORK PLAN: Analyze existing sanitary pumping stations for safety concerns and remedies. The primary goal is for safe entry and work by one Pump Mechanic instead of two. Begin design and construction the following year.

PROJECTED COMPLETION DATE: 2011.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	15,000	15,000	0	150,000	165,000
Total	\$15,000	\$15,000	\$0	\$150,000	\$165,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	0	0	15,000	0	15,000
0610: Design	0	0	0	25,000	25,000
0620: Construction	0	0	0	125,000	125,000
Total	\$0	\$0	\$15,000	\$150,000	\$165,000

ONGOING FINANCIAL IMPACT: Minimal. Pump station maintenance cost may go down if safety features allow more efficient use of worker time.

WASTEWATER PIPELINE REPAIR PROGRAM

PROJECT DESCRIPTION: Previously identified as the Spot Manhole & Pipeline Repairs Project, this program will undertake the repair of sewer manholes and segments of pipelines that are in dire need of rehabilitation. Each year, locations are identified that are found to have significant problems, such as broken or seriously leaking pipes, manholes that are found to be structurally or hydraulically inadequate, pipeline conditions that restrict flow, or chronic maintenance locations that can only be remedied by repairs.

Many problem areas are discovered during ongoing sewer video inspections. That information is then combined with maintenance histories to prioritize areas for repair. The top priority for repairs are conditions that constrict flow which in turn could cause a sanitary sewer overflow.

PROJECT NUMBER: 84322

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Sanitary sewer overflows are serious health threats that can also cause property damage and subject the City to fines by the Regional Water Quality Control Board (CRWQCB). Repairing damaged pipelines will help to reduce sanitary sewer overflows, thereby reducing the potential for liability to the City. Additionally, correcting problem areas will reduce the cost associated with performing stopgap maintenance efforts.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: Emergency repairs of wastewater main break at Concord and Claremont. Initial scoping of proposed main replacement behind Trenton Dr.

2008-09 WORK PLAN: Identify priority projects for future capital project funding; including coordination with streets, water and storm drain needs.

PROJECTED COMPLETION DATE: Ongoing project.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	232,626	75,000	0	4,096,877	4,329,503
Total	\$232,626	\$75,000	\$0	\$4,096,877	\$4,329,503

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	6,343	0	25,000	204,844	236,187
0610: Design	0	15,055	50,000	409,688	474,743
0620: Construction	0	136,228	0	3,482,345	3,618,573
Total	\$6,343	\$151,283	\$75,000	\$4,096,877	\$4,329,503

Ongoing Financial Impact: Minimal, other than routine maintenance.

WASTEWATER SYSTEM MASTER PLAN UPDATE

PROJECT DESCRIPTION: The current wastewater system master plan was completed in 2000, and requires updating and re-analysis. This will include modeling of the City’s wastewater collection systems reflecting changes and upgrades made via CIP projects and land development carried out over the last eight years. Through its Waste Discharge Requirement 2006-0003, the California State Regional Water Quality Control Board in May 2006 began a process by which all California wastewater systems operators must develop and implement a local Sewer System Management Plan (SSMP). This project will be coordinated with San Bruno’s SSMP program, and the two plans may be performed under the same consulting contract.

The master plan update will provide a basis for project alternatives and recommendations, for future repairs and modifications to the system that will provide more reliable and efficient sewer service.

PROJECT NUMBER: 84338

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project is desirable to prevent sanitary sewer overflows that may result in costly fines that would be indirectly paid by rate-paying customers. Customer service can be interrupted if system troubles occur.

LIFE EXPECTANCY: 8-12 years.

2007-08 STATUS: No work accomplished.

2008-09 WORK PLAN: Assess status of upgrades called out in the master plan and determine the degree to which the plan needs revision.

PROJECTED COMPLETION DATE: Summer 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	156,000	156,000	0	0	156,000
Total	\$156,000	\$156,000	\$0	\$0	\$156,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0640: Study	0	0	50,000	106,000	156,000
Total	\$0	\$0	\$50,000	\$106,000	\$156,000

ONGOING FINANCIAL IMPACT: Will allow future CIP project funds to be expended more effectively and promote efforts to avoid regulatory fines for non-compliance and overflows.

2009-13 CAPITAL IMPROVEMENT PROGRAM

PROJECT DESCRIPTIONS

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BACKHOE EQUIPMENT PURCHASE

PROJECT DESCRIPTION: The Streets, Storm, and Wastewater Divisions share 1 backhoe to complete all tasks related to excavation, plate lifting, material lifting, and asphalt repair. The Divisions must wait to do jobs on the availability of a backhoe or request use of the Water Division backhoe if available. Moreover; the use of the “Asphalt Zipper” has further increased the need for another backhoe.

Given the variety of demand for this important piece of equipment, the acquisition of a backhoe for the primary use of the Wastewater Division will allow for more preventative maintenance tasks that require serious excavation and lifting, as well as the capability to quickly respond to sewer system overflows before sewage reaches the storm drain system.

PROJECT MANAGER: Deputy Director of Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Increases the Division’s capability to conduct preventative maintenance and to respond to emergency sewer system overflows as mandated by the requirements imposed by the State of California.

LIFE EXPECTANCY: 10 years

PROJECTED PROJECT START DATE: 2010

PROJECTED PROJECT COMPLETION DATE: 2011

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Wastewater Capital	100,000
Total	\$100,000

ONGOING FINANCIAL IMPACT: Replacement of will be scheduled into the Equipment Reserve Fund.

FIVE YARD DUMP TRUCK EQUIPMENT PURCHASE

PROJECT DESCRIPTION: The Water, Wastewater, Streets and Storm Divisions all require the use of dump trucks for maintenance efforts that include water/sewer main repairs, asphalt repairs, concrete repairs, and—during storm events—tree debris removal. Due to the age of the infrastructure, the Divisions are using the existing dump trucks more often in their effort to complete tasks. Any time that a truck is out on a job, another division must wait or re-plan an assignment and wait for a truck to become available.

The Wastewater Division requests the purchase of an additional dump truck to more effectively respond to the needs of our aging infrastructure.

PROJECT MANAGER: Deputy Director of Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Increases the Division's capability to conduct preventative maintenance and to respond to emergency sewer system overflows as mandated by the requirements imposed by the State of California.

LIFE EXPECTANCY: 10 years

PROJECTED PROJECT START DATE: 2010

PROJECTED PROJECT COMPLETION DATE: 2011

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Wastewater Capital	100,000
Total	\$100,000

ONGOING FINANCIAL IMPACT: Replacement of will be scheduled into the Equipment Reserve Fund.

KAINS TO ANGUS SEWER BYPASS

PROJECT DESCRIPTION: This project represents the last necessary portion of the Lower City Interceptor improvements. It will construct approximately 1,000 feet of 21-inch sewer main between the intersection of Kains Avenue at San Mateo Avenue and the intersection of Angus Avenue at First Avenue. Completion of this project will require coordination with the Caltrain sponsored Grade Separation Project, due to potential geometric conflict between the existing sewer line and the future Caltrain Grade Separation Project.

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project would provide more reliable sewer service and lessening the risk of sanitary sewer overflows.

LIFE EXPECTANCY: 50 years

PROJECTED PROJECT START DATE: 2010

PROJECTED PROJECT COMPLETION DATE: 2011

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Wastewater Capital	1,216,653
Total	\$1,216,653

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance.

NEIGHBORHOOD SEWER PUMP STATION SECURITY AND AESTHETIC IMPROVEMENTS

PROJECT DESCRIPTION: This project will provide exterior improvements to various sewer pump stations located in neighborhoods throughout the City with the objective of making the buildings and other facilities more secure, providing a more aesthetic appearance, and utilizing materials that will require less maintenance.

There are currently six (6) sewer pump stations in need of upgrading. The anticipated project will include an initial needs assessment for all pump stations that will be used to estimate the cost and develop criteria for prioritizing improvement recommendations. Work will then be completed in phases as funding allows.

Project Manager: Deputy Director of Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project is intended to enhance the appearance and image of City facilities. The project also enhances customer service by increasing reliability through security improvements.

LIFE EXPECTANCY: 20+ years.

PROJECTED START DATE: 2011

PROJECTED COMPLETION DATE: 2013

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Total Project Cost
Wastewater Capital	85,000
Total	\$85,000

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance. Damage and consequent costs of repair may be avoided because of better physical security of pumps.

SPYGLASS SEWER PUMP STATION EMERGENCY GENERATOR REPLACEMENT

PROJECT DESCRIPTION: This project will replace the obsolete and increasingly worn emergency generator at the Spyglass Pump Station. The new emergency generator will operate in the event that normal power is interrupted, thereby continuing flow out of the Sea Cliff neighborhood even when utility power is cut off. Failure of the emergency generator could result in sanitary sewer overflows as sewage continues to flow into the pump station by gravity but is not evacuated by the pump.

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will enhance the reliability of City sewer service, which is a key measure of utility customer service. The project also reduces the risk of sanitary sewer overflows and consequent regulatory actions against the City of San Bruno.

LIFE EXPECTANCY: 15+ years.

PROJECTED PROJECT START DATE: 2011

PROJECTED PROJECT COMPLETION DATE: 2012

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Total Project Cost
Wastewater Capital	87,739
Total	\$87,739

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance. Increased reliability preventing sanitary sewer overflows lessens the risk of regulatory fines and other costs.

TRENTON DRIVE WASTEWATER MAIN REPLACEMENT PROJECT

PROJECT DESCRIPTION: This project will remove and replace the main wastewater line behind Trenton Drive in an area with limited access for inspections and maintenance. Staff has identified this section of piping as a problem area subject to breaks and sanitary sewer overflows. Tree removal and development of an all access road will also be included in this project scope. Initial pre-design of this project was conducted under the Wastewater Pipeline Repair Program.

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Sanitary sewer overflows are serious health threats that can also cause property damage and subject the City to fines by the Regional Water Quality Control Board (CRWQCB). Repairing damaged pipelines will help to reduce sanitary sewer overflows, thereby reducing the potential for liability to the City. Additionally, correcting problem areas will reduce the cost associated with performing stopgap maintenance efforts.

LIFE EXPECTANCY: 50 years.

PROJECTED START DATE: 2009.

PROJECTED COMPLETION DATE: 2011

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Total Project Cost
Wastewater Capital	665,000
Total	\$665,000

Ongoing Financial Impact: Will reduce the cost of overtime needed to respond to sanitary sewer overflows that occur in this area.

VACTOR EQUIPMENT PURCHASE

PROJECT DESCRIPTION: A vactor is a relatively large truck that has the ability to force a high-powered jet of water to unplug a clogged sewer main, suck up dirt and grease during an excavation as well as remove grease and other debris from lift station wet wells. Currently, the Wastewater Division operates one jetter and one Vactor. In order to increase the Division's ability to respond to sewer system overflows and aid in routine preventative maintenance, staff proposes replacing the existing jetter with an additional Vactor. This would enable the City to meet the State's Wastewater Discharge Requirements and the pledges made in the City's Sanitary Sewer Master Plan to sufficiently conduct both proactive maintenance and emergency repair of sewer mains.

PROJECT MANAGER: Deputy Director of Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Increases the Division's capability to conduct preventative maintenance and to respond to emergency sewer system overflows as mandated by the requirements imposed by the State of California.

LIFE EXPECTANCY: 10 years

PROJECTED PROJECT START DATE: 2009

PROJECTED PROJECT COMPLETION DATE: 2010

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Wastewater Capital	325,000
Total	\$325,000

ONGOING FINANCIAL IMPACT: Replacement of will be scheduled into the Equipment Reserve Fund.

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**WASTEWATER FUND
EQUIPMENT RESERVE**
(INSERT DIVIDER)

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**2008-09 EQUIPMENT RESERVE
ACQUISITION DESCRIPTIONS**

Wastewater Fund Equipment Reserve

Wastewater Utility and Emergency Response Truck \$30,400

This request will replace a 2000 Chevrolet cab and chassis with utility body. This vehicle is used exclusively for all sewer and storm related repairs as well as emergency work. It is also designated as the standby vehicle for the pump mechanics' response to after hours emergency callouts.

Wastewater Fund Equipment Reserve \$30,400

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STORMWATER FUND

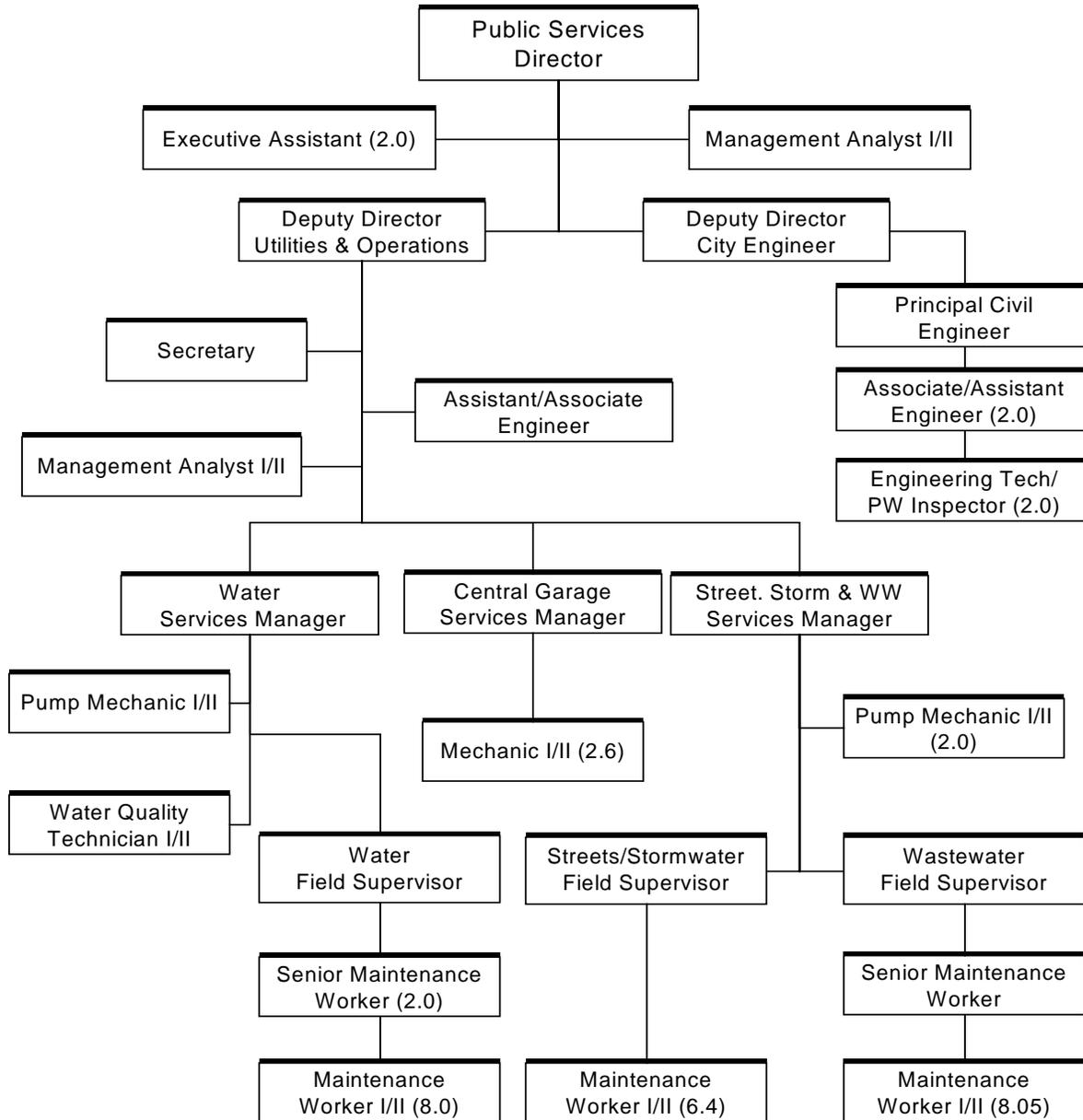
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STORMWATER ENTERPRISE FUND

STORMWATER ENTERPRISE FUND

(A DIVISION OF PUBLIC WORKS DEPARTMENT)



**STORMWATER FUND
SUMMARIES**
(INSERT DIVIDER)

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STORMWATER FUND CASH SHEET

	2007-08 Budget	2007-08 Est. Actual	2008-09 Adopted
Beginning Balance, July 1	\$2,114,049	\$2,162,473	\$2,362,296
Revenues			
Operating Revenues	542,250	540,000	542,250
Reimbursements	95,000	70,000	70,000
Interest Income	75,000	75,000	75,000
Total Revenues	712,250	685,000	687,250
Expenses			
Operating Expenses	497,118	482,433	496,874
Capital Improvement Program Expenses	200,000	2,744	750,556
Equipment Reserve Transfer	61,015	61,015	61,015
Equipment Reserve Purchases	0	0	0
Transfer to Parks & Facilities Capital	0	0	83,709
Total Expenses	758,133	546,192	1,392,154
Operating Surplus (Deficit)	15,132	199,823	(643,889)
Ending Balance, June 30	\$2,129,181	\$2,362,296	\$1,718,407
Cash Available for Operations & Capital	1,656,518	1,889,633	1,184,729
Cash Available for Equipment Reserve	472,663	472,663	533,678

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**STORMWATER FUND
OPERATIONS**
(INSERT DIVIDER)

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STORMWATER ENTERPRISE

The City of San Bruno Stormwater Division is committed to providing rapid, professional, and cost-effective street sweeping and stormwater collection system maintenance services to the community. Our interaction will always be courteous, productive and beneficial to the citizens of San Bruno.

PROGRAMS

The City's Stormwater maintenance functions are performed by the Streets, Storm and Wastewater Division. The Division performs drainage channel and ditch maintenance, wet-weather slope protection on public lands, and maintains two San Mateo County Flood Control District pump stations under a contract reimbursement basis. The services provided include:

STORM DRAINAGE SUPPORT & MAINTENANCE ACTIVITIES

- **STREET SWEEPING**
Stormwater provides twice per month sweeping of all residential, commercial, and industrial City streets as well as City parking lots, daily sweeping of the downtown shopping area, and a second sweeper to assist the primary street sweeper for leaf pickup during the Fall and Winter seasons. Street sweeping work is equivalent to 2,680 person hours or 335 days per year.
- **SANDBAGS**
Stormwater provides for public safety and protection of property by control of stormwater and reduction of erosion, and directing runoff into the City drainage system. 3,000 – 5,000 sandbags are filled and deployed per year.
- **VEGETATION REMOVAL**
Stormwater removes vegetation and debris from channels and hillside valley gutters. This work takes approximately 240 person hours or 30 days per year for hillside cleaning, and 720 person hours or 90 days per year for valley gutter cleaning.
- **CLEANING, INSPECTION AND DRAINAGE CLEARANCE**
Stormwater cleans and inspects 1,223 inlets, storm drains and drainage pipelines as part of an annual storm drain cleaning and inspection program taking approximately 2,480 person hours or 310 days to complete. Cleaning of storm drain grates before, during and after storm events taking approximately 1,920 person hours or 240 days per year. Video inspection of 10 storm drain lines is done annually, along with cleaning and maintenance of key pump station facilities to assure adequate flow of stormwater to the collection system taking these waters to the San Francisco Bay.

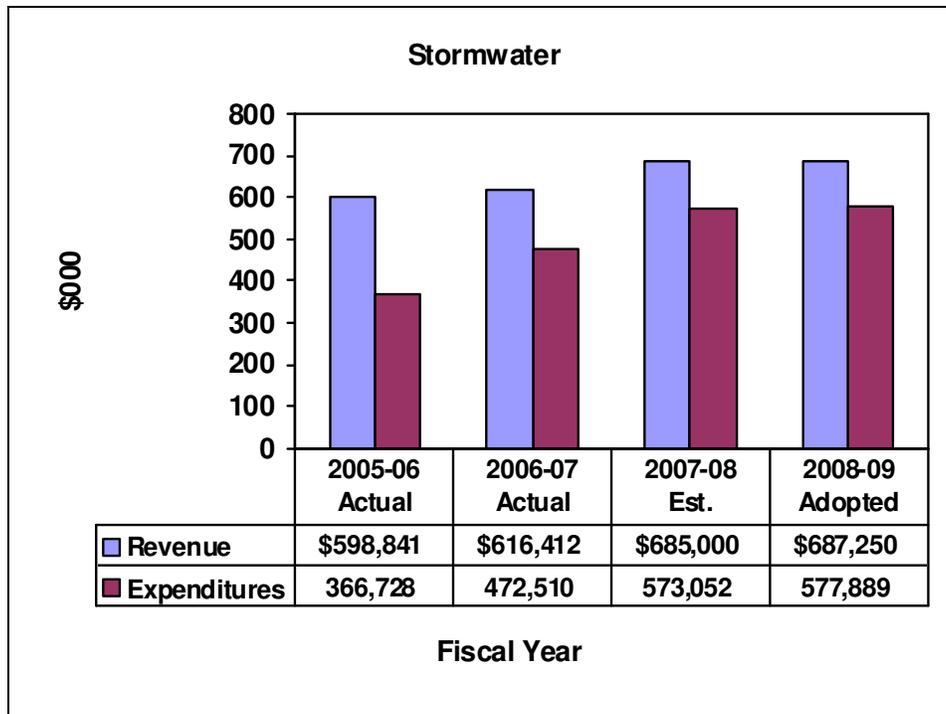
PRIORITY FOCUS

The Stormwater Fund provides resources for the twice per month sweeping of all residential, commercial, and industrial City streets as well as parking lots, the daily sweeping of downtown San Mateo Avenue, and a second sweeper for Fall and Winter leaf pickup. These program efforts coupled with the cleaning and inspection of all storm drain lines and inlets prior to the rainy season, construction of 3,000-5,000 sand bags, valley gutter cleaning and maintenance, hillside maintenance and inspection during and after storm events, storm drain grate cleaning during and after storm events, and contract maintenance of the County's two stormwater pumping stations located in the City, help to reduce the

amount of sediment, nutrients, bacteria, oils, metals, organics, pesticides, and gross pollutants entering our local water ways while also serving community needs and interests.

PROGRAM RESOURCES

Delivery of the Division’s core services during fiscal year 2008-09 will require an expenditure budget of \$577,889 and personnel resources 2.95 full time employees. As an enterprise fund, the Stormwater Fund is fully funded by a drainage parcel fee assessed against all properties as a function of the parcel type and potential for drainage runoff.



REVENUES

As an enterprise fund, the Stormwater Division is completely dependent on revenues derived from a drainage fee applied against all parcels and collected with the property tax. These fees remain stable unless the City Council approves the process of a Proposition 218 compliant positive vote for an increase to these fees. A positive vote means 50% plus 1 approval of identified increased rates by impacted property owners.

Revenue	2005-06 Actual	2006-07 Actual	2007-08 Est. Actual	2008-09 Adopted
Interest Earnings	\$59,133	\$80,095	\$75,000	\$75,000
Stormwater Assessment	539,708	536,317	540,000	542,250
Street Sweeping Reimb.	0	0	70,000	70,000
Total Revenues	\$598,841	\$616,412	\$685,000	\$687,250

EXPENDITURES

As with prior years, the Department's expenditure appropriation is split approximately 50% for personnel costs and 50% for operations and professional services.

Expenditures	2005-06 Actual	2006-07 Actual	2007-08 Est. Actual	2008-09 Adopted
Operations	\$300,213	\$411,495	\$512,037	\$516,874
Transfer to Capital	66,515	61,015	61,015	61,015
Total Expenditures	\$366,728	\$472,510	\$573,052	\$577,889

PERSONNEL

Personnel Summary

Public Works Department Classification	General Fund		Water Fund		Stormwater	Wastewater Fund	Internal Service	Special Revenue	Total
	Admin & Eng.	Streets	Supply	Distrib.	Operations	Operations	Central Garage	Solid Waste	
Public Services Director	0.25	0.15	0.15	0.15	0.00	0.25	0.05	0.00	1.00
Deputy Dir. Engineering	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Deputy Dir. Utilites	0.00	0.20	0.15	0.20	0.05	0.35	0.05	0.00	1.00
Services Manager	0.00	0.25	0.50	0.50	0.25	0.50	1.00	0.00	3.00
Principal Civil Engineer	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Associate Civil Engineer	2.00	0.00	0.50	0.00	0.00	0.50	0.00	0.00	3.00
Field Supervisor	0.00	0.75	0.30	0.70	0.25	1.00	0.00	0.00	3.00
Water Quality Tech	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00
Management Analyst I/II	0.50	0.00	0.50	0.25	0.00	0.25	0.25	0.25	2.00
Pump Mechanic I/II	0.00	0.00	1.00	0.00	0.00	2.00	0.00	0.00	3.00
Senior Maintenance Worker	0.00	0.00	1.00	1.00	0.00	1.00	0.00	0.00	3.00
Maintenance Worker I/II	0.00	4.00	2.00	6.00	2.40	8.00	0.00	0.05	22.45
Engineering Tech	1.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	2.00
Mechanic I/II	0.00	0.00	0.00	0.00	0.00	0.00	2.60	0.00	2.60
Executive Assistance	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
Secretary	0.00	0.25	0.25	0.25	0.00	0.25	0.00	0.00	1.00
Total	7.75	5.60	6.35	10.55	2.95	14.60	3.95	0.30	52.05

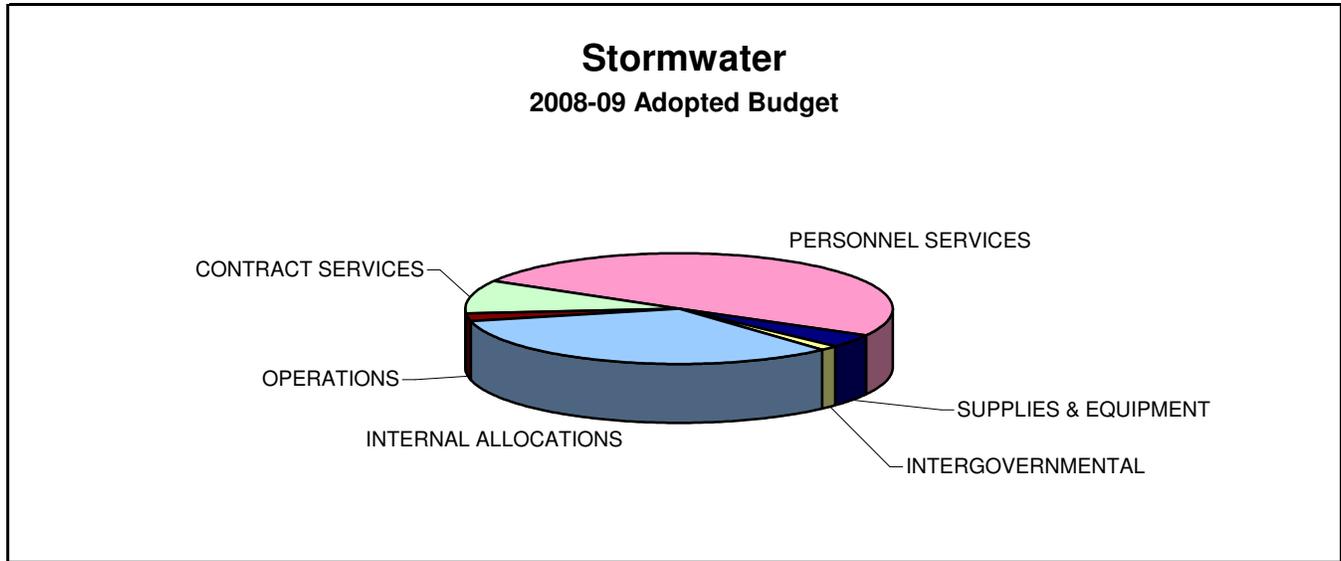
2007-08 ACCOMPLISHMENTS

- ✓ To minimize wet weather impacts, cleaned stormdrain lines and all catch basins prior to rainy season.
- ✓ Ensured that access points to stormwater pump stations were clear of private vehicles and Caltrans barriers, thereby allowing staff to properly service the pump stations and avoid flooding during major storm events.

- ✓ Maintained storm drainage system through rainy season with proactive and responsive actions to reduce or eliminate property damage.
- ✓ Utilized secondary sweeper throughout the entire Fall and Winter seasons, significantly reducing the amount of material on the streets and allowing the storm drain system to operate efficiently; thereby reducing the amount of roadway flooding. Additionally, this decreased the amount of person hours needed to clean storm drain grates before, during and after storm events.
- ✓ Cleaning of multiple storm drainage channels with the assistance of a contract Biologist along the eastern curb of Huntington and San Antonio Avenues.
- ✓ Made multiple improvements to the Corporation Yard, reducing the chances of pollutant discharge into the storm drainage system.

2008-09 GOALS & OBJECTIVES

- Continue to schedule twice per month sweeping of all residential, commercial, and industrial City streets and parking lots, and daily sweeping of downtown San Mateo Avenue.
- Continue the utilization of secondary sweeper throughout the entire Fall and Winter seasons.
- Identify areas in the City where street-sweeping effectiveness could be improved by limiting available parking during certain time periods.
- Develop an inventory of the Corporation Yard and field activities with the intent of identifying potential pollutant generating activities, to determine the appropriate measures required to reduce and/or eliminate the chances of pollutant discharge into the storm drainage system.
- Work with the San Mateo County Flood Control District to improve the operation and upkeep of the stormwater pump stations. In addition, through the Stormwater Master Plan Update, provide input to the County on how to improve the Flood Control District's effectiveness.
- Continue working to advocate for multi-year permitting by County and State agencies for dredging and cleaning of flood control channels to ensure timely future response to wet weather conditions in San Bruno. In addition, the Stormwater Division will continue to assist in facilitating multi-year cleaning of multiple storm drainage channels along the east curb of Huntington and San Antonio Avenues that flow through the property of other agencies.



	2008-09 ADOPTED	PERCENT OF TOTAL
PERSONNEL SERVICES	\$288,030	50%
SUPPLIES & EQUIPMENT	21,830	4%
CONTRACT SERVICES	56,000	10%
OPERATIONS	12,383	2%
INTERGOVERNMENTAL	7,606	1%
INTERNAL ALLOCATIONS	192,040	33%
GRAND TOTAL	\$577,889	100%

PERSONNEL SERVICES	ADOPTED BUDGET	DESCRIPTION
5101 REGULAR SALARIES	\$196,493	Base salary and incentives for all department personnel, working a minimum of 80 hours per pay period. Subject to benefits per applicable MOUs.
5105 OVERTIME	14,200	Overtime pay in accordance with the applicable MOU. Overtime pay is only subject to Medicare and FICA employer contributions, when applicable, not City cost of CalPERS retirement.
5200 EMPLOYEE BENEFITS	77,337	City's cost of CalPERS pension, Medicare, FICA where applicable, deferred compensation match, health & welfare insurance, life insurance, long-term disability insurance, management leave buyout, pay in-lieu of holidays.
SUBTOTAL FOR PERSONNEL SERVICES	\$288,030	

SUPPLIES & EQUIPMENT		ADOPTED BUDGET	DESCRIPTION
6101	GAS & OIL	\$7,900	Fuel and oil for vehicles and equipment assigned to Stormwater.
6102	UNIFORMS/ SAFETY EQUIP	12,400	Uniforms and safety equipment, (\$2,300); Field supplies, (\$5,000); Storm and flood supplies, (\$5,100).
6201	BUILDING & GROUNDS SUPPLIES	1,530	Building yard and shop supplies.
SUBTOTAL FOR SUPPLIES & EQUIPMENT		\$21,830	

CONTRACT SERVICES		ADOPTED BUDGET	DESCRIPTION
6401	PROFESSIONAL SERVICES	\$35,000	Permit applications, field monitoring of drainage ways, miscellaneous outside testing, contract and consultation services.
6411	CONTRACTUAL SERVICES	20,000	Various gutter, storm drain and contract repairs.
6419	OTHER SERVICES	1,000	Uniform cleaning services.
SUBTOTAL FOR CONTRACT SERVICES		\$56,000	

OPERATIONS		ADOPTED BUDGET	DESCRIPTION
6405	STAFF TRAINING	\$1,250	Competent person training in the areas of trench shoring and excavation, (\$375); Forklift operator training, (\$150); Subsurface utility locating and marking best practices, (\$600); On site traffic control and flagger class, (\$125).
6406	PROFESSIONAL DEVELOPMENT	275	Professional development in accordance with MOU.
6450	COMMUNICATIONS	133	Internal allocation of dedicated fax and data lines, office telephone charges and mobile phones, pagers and radios.
6601	RENTAL & LEASES	10,000	Rentals and leases of equipment for storm stations.
6701	DUES & MEMBERSHIPS	125	Maintenance Superintendents Association (MSA), (\$65); California Water Environment Association (CWEA), (\$60)
6702	PUBLICATIONS & SUBSCRIPTIONS	100	Professional journals and publications.

Operations (Cont.)

6704 MEETINGS/
CONFERENCES 500 Monthly workshop meetings associated with NPDES compliance and San Mateo County Water Pollution Prevention Program (SMCWPPP), Daly City, California.

SUBTOTAL FOR OPERATIONS \$12,383

INTERGOVERNMENTAL	ADOPTED BUDGET	DESCRIPTION
7041 COUNTY SVCE.CHARGES	\$200	County assessment service charge.
7069 INTERGOVERNMENTAL - OTHER	7,406	Fees for the California State Water Resources Control Board.
SUBTOTAL FOR INTERGOVERNMENTAL	<u>\$7,606</u>	

INTERNAL ALLOCATIONS	ADOPTED BUDGET	DESCRIPTION
7901 OTHER INTERNAL SERVICE ALLOC.	\$92,184	Self-Insurance Allocation, (\$22,442); IT Allocation, (\$934); Central Garage Allocation, (\$68,808).
7902 GENERAL ADMIN. ALLOC.	38,841	Public Works Administration Allocation, (\$13,551); General Administration Allocation, (\$25,290).
9079 TRANSFER TO EQPT. RESERVES	61,015	Allocation of reserve funding to provide for replacement of capital assets at the end of their useful lives.
SUBTOTAL FOR INTERNAL ALLOCATIONS	<u>\$192,040</u>	
GRAND TOTAL	<u><u>\$577,889</u></u>	

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**STORMWATER FUND
CAPITAL PROJECTS**
(INSERT DIVIDER)

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**2008-09
STORMWATER CAPITAL IMPROVEMENT PROGRAM**

The Stormwater Enterprise Fund provides for the maintenance and capital improvements related to drainage channel and ditch improvements, wet-weather slope improvements on public lands, and improvements at two San Mateo Flood Control District pump stations. The Stormwater Capital Improvement Program provides funding designed to protect, preserve, and enhance the stormwater infrastructure facilities. The goal is to improve and/or replace existing facilities in an effort to extend the useful life of these valuable public assets.

NEW PROJECT IN 2008-09 WORK PLAN

- Landslide Mitigation Project
- Miscellaneous Storm Drain Improvement Program
- Vegetated Curb Extension at Belle Air School

PROJECTS WITH PROGRESS IN 2008-09 WORK PLAN

- Belle Air Storm Drainage Improvements at Various Locations
- San Antonio Avenue Drainage Improvements Project
- Stormwater Master Plan Update

**2008-09 STORMWATER WORK PROGRAM
FINANCIAL SUMMARY**

Project	Carry-Over Appropriations	2008-09 Funding Source
		Stormwater Capital
Belle Air Storm Drainage Improvements at Various Locations	44,416	0
Landslide Mitigation Project	0	432,000
Miscellaneous Storm Drain Improvement Program	0	30,000
San Antonio Avenue Drainage Improvements Project	75,000	0
Stormwater Master Plan Update	77,840	20,000
Vegetated Curb Extension at Belle Air School	0	71,300
Total	\$197,256	\$553,300

STORMWATER CAPITAL FIVE-YEAR PROGRAM

2008-09 CAPITAL PROJECTS

Belle Air Storm Drainage Improvements at Various Locations
San Antonio Avenue Drainage Improvements Project
Stormwater Master Plan Update

2009-13 CAPITAL PROJECTS

City Park Way Stormwater Undergrounding
Line A/B Storm Drain Betterment at CalTrain Grade Separation Project

**STORMWATER CAPITAL 2008-13 WORK PROGRAM
FUNDING SUMMARY**

Project	Total Project Cost	Prior Years Funding	2008-09	2009-10	2010-11	2011-12	2012-13	Unidentified Funding Year
Stormwater Capital								
Belle Air Storm Drainage Improvements at Various Locations	45,000	45,000	0	0	0	0	0	0
City Park Way Stormwater Undergrounding	1,200,000	0	0	0	0	0	0	1,200,000
Landslide Mitigation Project	432,000	0	432,000	0	0	0	0	0
Line A/B Storm Drain Betterment at CalTrain Grade Separation Project	1,990,000	0	0	0	340,000	1,650,000	0	0
Miscellaneous Storm Drain Improvement Program	90,000	0	30,000	30,000	30,000	0	0	0
San Antonio Avenue Drainage Improvements Project	375,000	75,000	0	300,000	0	0	0	0
Stormwater Master Plan Update	100,000	80,000	20,000	0	0	0	0	0
Vegetated Curb Extension at Belle Air School	71,300	0	71,300	0	0	0	0	0
Total	\$4,303,300	\$200,000	\$553,300	\$330,000	\$370,000	\$1,650,000	\$0	\$1,200,000

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BELLE AIR STORM DRAINAGE IMPROVEMENTS AT VARIOUS LOCATIONS

PROJECT DESCRIPTION: This project will mitigate localized street flooding associated with rainstorms.

Currently there are several locations on 6th Avenue and 7th Avenue where local subsidence has resulted in street low points that collect stormwater. This project will mitigate these local flooding situations through installation of additional drainpipes, or in some instances, filling and reconstruction of street improvements. City forces may perform some of this work, and some may be constructed by contractors.

PROJECT NUMBER: 84201

PROJECT MANAGER: Engineering Technician

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will eliminate or minimize occurrence of street flooding, thereby prolonging the life of pavement and improving safety.

LIFE EXPECTANCY: 25 years.

2007-08 STATUS: Prepared bid package for survey of existing conditions.

2008-09 WORK PLAN: Complete existing condition survey and construct necessary improvements.

PROJECTED COMPLETION DATE: Fall 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Stormwater Fund	45,000	44,416	0	0	45,000
Total	\$45,000	\$44,416	\$0	\$0	\$45,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	0	584	0	0	584
0610: Design	0	0	10,000	0	10,000
0620: Construction	0	0	34,416	0	34,416
Total	\$0	\$584	\$44,416	\$0	\$45,000

ONGOING FINANCIAL IMPACT: Mitigation of current local street flooding will reduce need for maintenance activities.

LANDSLIDE MITIGATION PROJECT

PROJECT DESCRIPTION: This project will mitigate potential risk to private property from possible uphill ground movement stemming from geological conditions on City property above 425 Madison Avenue, mainly by installing a Geobrugge brand debris barrier uphill of that residence. The Geobrugge fence is a proprietary system consisting of metal links tied to piers and anchors drilled into the earth. The system is designed to limit and slow down landslide debris passing into and past it, but will not prevent landslides from occurring. The project also includes installing deep trench drains, repair of existing drainage features, and new trees and other vegetative erosion control measures.

PROJECT NUMBER: 86702

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The project will improve the overall aesthetic and identity of San Bruno, providing residents and visitors alike an attractive appearance along the City's main transportation corridor while simultaneously enhancing pedestrian safety.

LIFE EXPECTANCY: 20+ years.

2007-08 STATUS: Extensive discussions and examinations of the site were conducted; including geotechnical monitoring, drilling, and analysis of the site by Cotton Shires Associates. Based on those studies, Cotton Shires prepared a 100% design for installation of the barrier and other features. The City has engaged in extensive discussion with the homeowner regarding design alternatives, access to the site, and waivers required to provide access for construction and maintenance.

2008-09 WORK PLAN: Negotiate settlement, waivers, and easements with homeowner; negotiate access with Bethany Presbyterian Church for access to site from uphill; finalize bid package and award construction contract; and construct project.

PROJECTED COMPLETION DATE: November 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Stormwater Fund	0	0	432,000	0	432,000
Total	\$0	\$0	\$432,000	\$0	\$432,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	15,000	0	15,000
0620: Construction	0	0	417,000	0	417,000
Total	\$0	\$0	\$432,000	\$0	\$432,000

ONGOING FINANCIAL IMPACT: A small portion of operating funds will be needed to maintain the fence and clear any debris accumulating at its base.

MISCELLANEOUS STORM DRAIN IMPROVEMENT PROGRAM

PROJECT DESCRIPTION: Annually, the City is requested to respond to community complaints of standing water. Presently, there is no designated funding for staff to mitigate these identified problem areas. This project, funds the investigation, prioritization, design, and construction costs associated with isolated surface water ponding along residential curb and gutters. Once installed, the individual, small-scale improvements will mitigate these areas where surface water ponding poses a nuisance and/or safety hazard to the community in its immediate proximity. Examples include replacement of curb and gutters, minor regrading and paving, installation of pervious paving, landscape improvements to delay onset of peak flow, etc.

PROJECT NUMBER: 86703

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Implementing the projects funded under this program will respond to community concerns regarding flooding and standing water issues, as well as help ensure that the City meets its requirements under the National Pollutant Discharge Elimination Act permit.

LIFE EXPECTANCY: Approximately 25-50 years depending on the type of improvement.

2007-08 STATUS: New project.

2008-09 WORK PLAN: Survey and prioritize existing problem locations and begin construction on those that pose the most concern.

PROJECTED COMPLETION DATE: Spring 2009 for surveying existing locations, prioritization, and initial phase of construction.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Stormwater Fund	0	0	30,000	60,000	90,000
Total	\$0	\$0	\$30,000	\$60,000	\$90,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	0	0	5,000	0	5,000
0610: Design	0	0	5,000	15,000	20,000
0620: Construction	0	0	20,000	45,000	65,000
Total	\$0	\$0	\$30,000	\$60,000	\$90,000

ONGOING FINANCIAL IMPACT: A small portion of operating funds will be needed to maintain the fence and clear any debris accumulating at its base.

SAN ANTONIO AVENUE DRAINAGE IMPROVEMENTS PROJECT

PROJECT DESCRIPTION: This project consists of the construction of new closed storm drain system to replace the existing open drainage system in order to eliminate localized flooding on San Antonio Avenue during storm events.

The existing storm drainage system in the vicinity of San Antonio Avenue consists of both open and closed drainage facilities. In many locations the elevation of the street gutter line and the flow line of the drainage ditches are essentially at the same elevation resulting in localized ponding of water and siltation of storm pipes and drainage channels. This problem is made more difficult because many of the drainage ditches are on private property and outside the City boundary.

PROJECT NUMBER: 84202

PROJECT MANAGER: Deputy Public Works Director

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project is intended to eliminate storm related standing water on San Antonio Avenue.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: Began data collection and hydrologic evaluation of existing system in and around San Antonio Avenue. Improvements installed to facilitate improved drainage from Corporation Yard to the adjacent canal.

2008-09 WORK PLAN: Complete data collection and evaluation. Prepare design documents and award construction contract.

PROJECTED COMPLETION DATE: Fall 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Stormwater Fund	75,000	75,000	0	300,000	375,000
Total	\$75,000	\$75,000	\$0	\$300,000	\$375,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	75,000	0	75,000
0620: Construction	0	0	0	300,000	300,000
Total	\$0	\$0	\$75,000	\$300,000	\$375,000

ONGOING FINANCIAL IMPACT: Minimal.

STORMWATER MASTER PLAN UPDATE

PROJECT DESCRIPTION: This project will update of the Storm Water Master Plan to incorporate new system improvements and land use changes since the prior plan was published in 1991. The plan also needs to incorporate current National Pollution Discharge Elimination System (NPDES) and "Best Management Practices" strategies that have been implemented. An additional objective would be to update existing storm drain system maps to utilize GIS base maps.

A primary purpose for this plan update is to evaluate additional future capital system needs, mitigate flooding and evaluate the adequacy of San Mateo County Flood Control District improvements that convey storm drainage to the Bay.

PROJECT NUMBER: 84203

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: To eliminate flooding and associated safety and property damage problems.

LIFE EXPECTANCY: 20 years.

2007-08 STATUS: Completed RFP package to select a qualified consultant. Increased scope and funding request to include necessary planning as a result of the findings from the recent Crestmoor Canyon geological study.

2008-09 WORK PLAN: Award consultant contract and complete the Stormwater Master Plan Update.

PROJECTED COMPLETION DATE: January 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Stormwater Fund	80,000	77,840	20,000	0	100,000
Total	\$80,000	\$77,840	\$20,000	\$0	\$100,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0640: Study	0	2,160	97,840	0	100,000
Total	\$0	\$2,160	\$97,840	\$0	\$100,000

ONGOING FINANCIAL IMPACT: Minimal.

VEGETATED CURB EXTENSION AT BELLE AIR SCHOOL

PROJECT DESCRIPTION: The City has received funding from C/CAG under the Sustainable, Green Streets and Parking Lots grant program to construct a 5-ft by 120-ft vegetated curb extension located between the Lion's Field parking lot driveway and the Armory parking lot. The project will provide a demonstration of the use of vegetation to mitigate the effects of stormwater runoff. The existing curb, gutter and asphalt will be removed to allow for a shallow excavation of soil and the replacement with appropriate vegetation and sediment layers. Curb cuts at the southern end of the extension and along its eastern face will allow stormwater runoff into a system of segmented landscaped areas. After proceeding through the landscaped system, excess water will flow back into the conventional gutter, cross 3rd Ave., and into the conventional storm drain system.

During rain events, a significant amount of flow on along the northern end of the Lions Field parking lot dumps directly onto 3rd Ave, creating a significant overflow of water extending beyond the traditional gutter by over 5 feet. By installing a vegetated curb extension on the west side of 3rd Ave., that water can be retained for a much longer period of time; thereby reducing peak flow and allowing opportunities for infiltration.

PROJECT NUMBER: 86701

PROJECT MANAGER: Management Analyst

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Conceived as a pilot project, this improvement may serve as a model to reduce flooding in other areas of the city and may also be incorporated into future street rehabilitation projects. Once complete, the site will also feature informational signs describing the purpose of the project and its positive environmental impact.

LIFE EXPECTANCY: 20+ years.

2007-08 STATUS: New project.

2008-09 WORK PLAN: With peer review from specialized contractors secured through C/CAG, design project in-house; develop a comprehensive maintenance plan; advertise bid; award construction contract; and complete construction.

PROJECTED COMPLETION DATE: November 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES: The relatively high cost of design reflects the novelty of this type of project and the requirement specified in the grant agreement that the City develop a comprehensive maintenance plan prior to construction.

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
C/CAG	0	0	71,300	0	71,300
Sustainable, Green Streets Grant					
Total	\$0	\$0	\$71,300	\$0	\$71,300

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	27,600	0	27,600
0620: Construction	0	0	43,700	0	43,700
Total	\$0	\$0	\$71,300	\$0	\$71,300

ONGOING FINANCIAL IMPACT: The construction contractor will be responsible for plant establishment and maintenance for one year upon the conclusion of construction, after which the City will assume the modest cost of upkeep.

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2009-13 CAPITAL IMPROVEMENT PROGRAM

PROJECT DESCRIPTIONS

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CITY PARK WAY STORMWATER UNDERGROUNDING

PROJECT DESCRIPTION: This project will underground the storm drain valley gutter that currently travels along the edge of the roadway leading through City Park. The scope of work involves extending the existing underground pipe at the east end of the park approximately 1,000 feet to the west side of City Park Way near the City pool. The project will involve a significant amount of street reconstruction above the underground pipe to restore the existing roadway and off-street parking.

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Improves safety and appearance of City Park by sending runoff water currently running in a surface gutter to concealed subsurface pipes.

LIFE EXPECTANCY: 50 years

PROJECTED PROJECT START DATE: Unidentified

PROJECTED PROJECT COMPLETION DATE: Unidentified

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Unidentified	1,200,000
Total	\$1,200,000

ONGOING FINANCIAL IMPACT: Minimal; may reduce risk of slip-and-fall claims.

LINE A/B STORM DRAIN BETTERMENTS AT CALTRAIN GRADE SEPARATION PROJECT

PROJECT DESCRIPTION: This project will provide funding for capacity improvements in the flow of stormwater immediately upstream of the Caltrain right-of-way crossings, which will be reconstructed as part of the proposed Caltrain Grade Separation Project. Replacing upstream improvements in conjunction with the grade separation will alleviate much of the potential for flooding west of the tracks and in the downtown area along San Mateo Avenue.

This project will fund the City's share of drainage improvements that are identified and deemed to be "betterments" to the scope of the planned grade separation of the Caltrain tracks through San Bruno by the Peninsula Corridor Joint Powers Board. The project has been re-scheduled from 2005-2006 to 2009-2010 due to the overall delay of the Caltrain Grade Separation Project.

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Addresses the City's Stormwater Collection System helps to prevent damage caused by flooding.

PROJECTED PROJECT START DATE: 2011

PROJECTED PROJECT COMPLETION DATE: 2012

LIFE EXPECTANCY: 50 years.

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Unidentified	1,990,000
Total	\$1,990,000

ONGOING FINANCIAL IMPACT: Following the completion of this project, the effort expended on cleaning and maintaining this portion of the City's storm drainage collection system will actually be reduced. This is due to the elimination of hydraulic inefficiencies that currently exist in the existing box culvert system that will be mitigated with a replacement structure.

CABLE FUND
(INSERT DIVIDER)

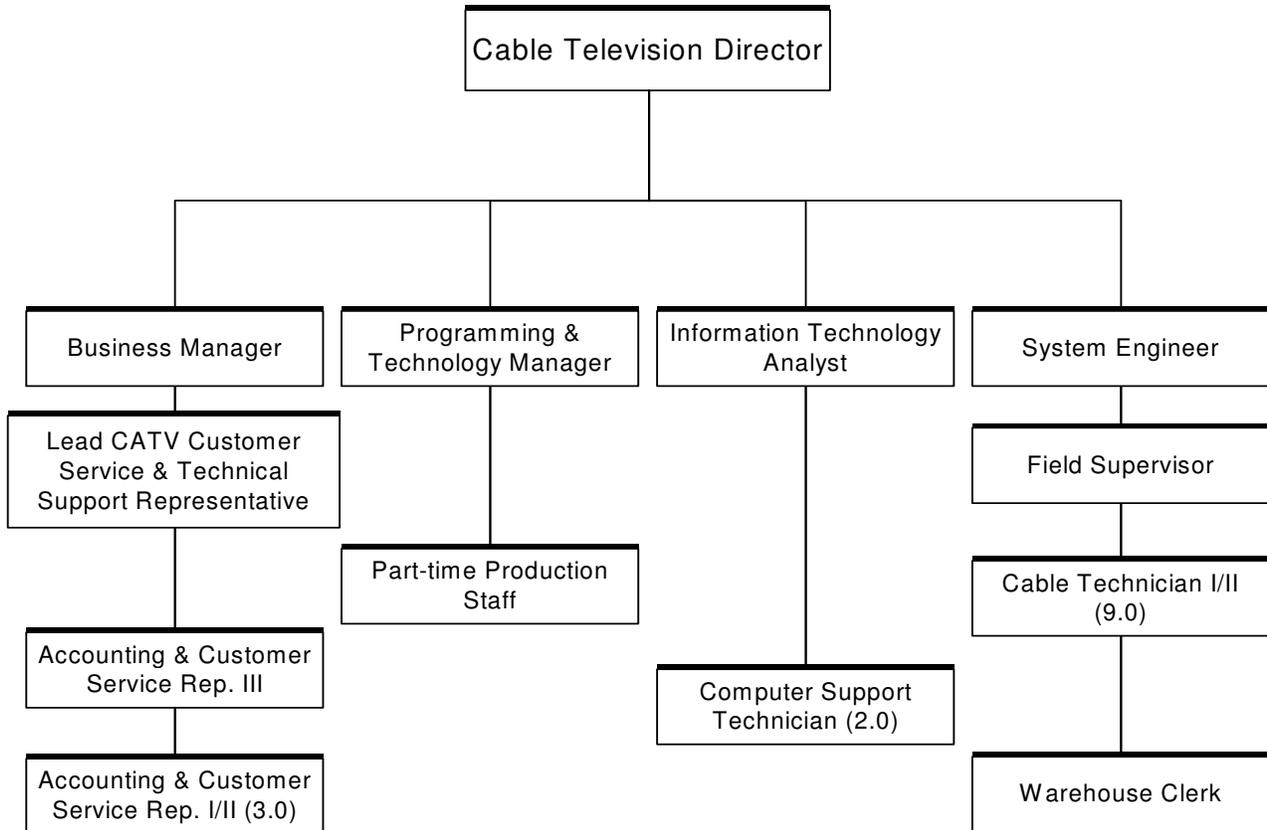
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CABLE TELEVISION DEPARTMENT

OPERATIONS DIVISION

LOCAL ORIGINATION DIVISION

CABLE TELEVISION



**CABLE FUND
SUMMARIES**
(INSERT DIVIDER)

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CABLE FUND CASH SHEET

	2007-08 Budget	2007-08 Est. Actual	2008-09 Adopted
Beginning Balance, July 1	\$439,484	(\$1,359,700)	\$261,033
Revenues			
Basic Service (incl Local Orig.)	4,986,671	4,885,664	5,114,899
Internet Service Fees	1,600,157	1,692,422	1,958,269
Premium Channels	678,015	678,015	645,660
Digital Service	711,081	675,235	1,126,913
Pay-Per-View	0	59,148	82,458
Video On Demand (VOD)	113,055	58,048	83,414
International Programming	59,328	52,969	76,260
Pass-Through Fees	367,661	350,331	394,804
Voice Service	405,775	22,744	326,682
Wi-Fi Service	1,659	0	2,133
Fiber Leasing	15,600	0	17,000
TV Guide Magazine		0	6,228
Voice Taxes and Fees		0	41,250
Other Receipts	368,706	476,917	314,728
Interest Income			
Total Revenues	9,307,708	8,951,493	10,190,698
Transfers In: Proceeds from Loan	1,850,807	1,850,807	0
Expenses			
Operating Expenses	6,874,353	6,510,220	7,406,054
Local Origination Expenses	180,669	176,487	188,327
Debt Service	413,000	413,000	446,400
In-Lieu Franchise Fees	444,571	403,255	470,834
Copyright and VOIP fees	69,660	21,154	63,532
Equity Earnings Transfer	857,134	806,510	941,669
Capital Improvement Program Expenses	731,778	850,941	958,167
Equipment Reserve Transfer	84,000	84,000	109,000
Equipment Reserve Purchases	0	0	0
Total Expenses	9,655,165	9,265,567	10,583,983
Operating Surplus (Deficit)	1,587,350	1,620,733	(284,285)
Ending Balance, June 30	\$2,026,834	\$261,033	(\$23,252)
Cash Available for Operations & Capital	1,274,037	(491,764)	(885,049)
Cash Available for Equipment Reserve	752,797	752,797	861,797

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**CABLE FUND
OPERATIONS**
(INSERT DIVIDER)

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CABLE TELEVISION - OPERATIONS & LOCAL ORIGINATION DIVISIONS

San Bruno Cable Television Department delivers a full suite of value oriented broadband services including Digital Cable Television, High Definition Television, Video on Demand, Digital Video Recorders, Local Origination, High Speed Internet, and Digital Phone Services over a state-of-the-art cable plant while providing excellent customer care and service.

PROGRAMS

The Cable Television Department is responsible for managing San Bruno Cable, an enterprise of the City of San Bruno, and the Local Origination Division, which operates San Bruno Cable Channel 11. San Bruno Cable delivers a full suite of broadband video, data and voice services through a state-of-the-art cable network consisting of over 100 miles of cable plant. The Cable Department currently serves 9,828 Cable Television, 4,899 High Speed Internet, and 224 Digital Phone customers. Of the 9,828 Cable Television customers, 303 customers receive a 25% low-income discount on the Limited Basic service tier. San Bruno Cable continues to experience subscriber losses in basic cable television services to other competitors, but such subscriber losses have decelerated with the deployment of the Digital Phone service in October 2007, and the launch of the triple play Bundle & Save marketing campaign in February 2008.

The Department's work program consists of the following:

- **CUSTOMER SERVICE/SUPPORT**

The Department strives to attain excellence in customer service through the employment of tenured and seasoned customer service personnel and field technicians, delivery of 24/7 Internet and digital phone technical support service, information website, support via e-mail, and on-line bill presentation and payment option for subscribers.

- **STATE OF THE ART DELIVERY SYSTEM**

The Department maintains the cable system in compliance with Federal Communication Commission (FCC) regulations, and implements the latest advancements in cable technology to ensure not only a high level of service, but to provide the community with a broad choice of broadband services. With the completion of the transition to digital simulcast in April 2007, all the cable signals are distributed in digital format. Today, 100% of cable customers enjoy digital quality audio and video for all their cable programming. In June 2007, the cable system will transition from digital simulcast to an all-digital system, where a digital set-top box will be required to receive cable programming. Starting in April 2007, the Department began the process of providing cable customers two standard digital set-top boxes for their free use to access the digital cable programming. This set-top box deployment will be completed in June 2007, when all cable customers would have received the digital set-top box. During 2007-08, the cable plant was extended to serve the new subdivision of Skycrest and Merimont, and will continually be extended to serve other new developments within the City.

- **CABLE TELEVISION PROGRAMMING SERVICES**

San Bruno Cable currently offers 275 television channels of cable television programming. The cable television service is offered in three key product tiers: Limited Basic, Expanded Basic and Digital Basic. In addition to these three key product tiers, a High Definition Television programming tier, foreign language programming services, and premium movie

channel programming services are available on an a la Carte or packaged basis. All customers have access to free Video on Demand service, and to standard pay-per-view and on-demand pay-per-view services through their digital set-top boxes. Premium movie channel subscribers have access to Premium Video on Demand content. Digital Video Recorders are also available as an ancillary service.

- **HIGH SPEED INTERNET SERVICE**

San Bruno Cable offers High Speed Internet Service with a downstream speed of up to 10 Mbps, and tiers the service on the upstream speeds of 256 Kbps, 512 Kbps and 1 Mbps.

- **WIRELESS INTERNET SERVICE (Wi-Fi)**

San Bruno Cable offers free Wi-Fi Service at the Shops at Tanforan, Downtown San Bruno, Bayhill Shopping Center, and San Bruno Town Center. The service will be expanded to other high traffic areas of the City.

- **VOICE OVER INTERNET PROTOCOL SERVICE (VOIP)**

San Bruno Cable offers a residential digital phone service plan comprising of unlimited local calling, unlimited domestic long distance, unlimited international calling to over 20 countries that are included in the plan, and a standard set of calling features such as voice mail, caller ID, call waiting and call forwarding among others. International calling to hundreds of other countries is also available at very low per minute calling rates. San Bruno Cable is also capable of offering a commercial grade digital phone service to small to medium sized businesses.

- **FIBER OPTIC CABLE LEASING**

San Bruno Cable owns a large quantity of dark fiber optic cable, which is available for leasing for limited durations.

- **LOCAL ORIGINATION PROGRAMMING**

The Local Origination Division of the Cable Department is responsible for managing the activities of San Bruno Cable Channel 11. A Programming and Technology Manager, assisted by temporary part-time staff and student interns, handles the day-to-day operations and produces, directs, shoots and airs locally originated content. The programming content on San Bruno Channel 11 includes San Bruno City Council Meetings, City Commission Meetings, School Board Meetings, High School sporting events, coverage of local festivities, and programs promoting the services of the City. Channel 11 is also accepts and posts public service announcements and personal messages.

PRIORITY FOCUS

During 2008-09, the Cable Department will continue to focus on making improvements to the cable infrastructure, expansion of products and services, and on improving customer care and service. The Department will focus on pursuing the following key business strategies:

- **PRODUCT BUNDLING**

Promote triple and double play product bundles through the targeted marketing campaign.

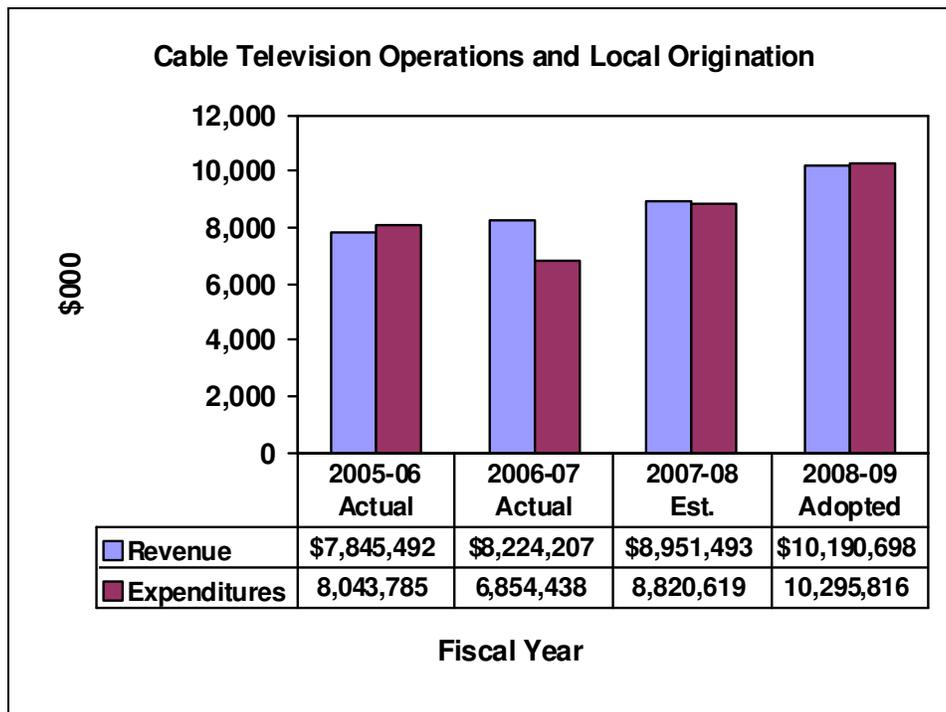
- **IMPROVE AND EXPAND PRODUCTS AND SERVICES**

Expand standard definition, High Definition, and foreign language programming, and video on demand content to offer services that are comparable to those offered by competitors. Increase Internet upload speeds for existing service tiers and create a new faster tier of service. Begin offering commercial Digital Phone service targeted to the small and medium sized business.

- **IMPROVE CABLE INFRASTRUCTURE TO ACHIEVE COST EFFICIENCY**
Convert the system from National Control to Local Control for managing digital set-top boxes to eliminate recurring costs. Begin the multi-year, multi-phased, multi-dwelling unit drop cable replacement project to ensure future delivery of advanced services.
- **IMPROVE CUSTOMER CARE AND SERVICE**
Explore opportunities to expand office business hours and to offer on-line self service capabilities for upgrading and downgrading service and resetting the digital set-top boxes.

PROGRAM RESOURCES

In 2008-09, the Cable Department is expected to generate \$10,190,698 in revenues and incur expenditures in the amount of \$10,295,816.



REVENUES

The 2008-09 revenue budget is based on the following budget assumptions: (a) Rate increase of 5% effective July 1, 2008 on the following product tiers: Expanded Basic Service, Bulk Basic, Bulk HBO, and the High Definition Tier. (b) Rate Increase in the amount of \$3 each effective July 1, 2008 on the three High Speed Internet service tiers. (c) Increase the Canales Pack rate from \$10.45 to \$15.70 and expand the channel lineup with over 30 new channels. (d) Add Seasonal Sports Subscription Pack as a new service. (e) Continuation of the “Bundle and Save” promotional rates for Cable, High Speed Internet and Digital Phone services through June 30, 2009.

The Local Origination Division Fund is funded by an allocation from the Cable Operating Fund. Per City Council action, a monthly per subscriber fee of \$1.25 is built into the Basic Cable rate, which is billed and collected by the Cable Department and allocated out to the Local Origination Division Fund. The revenue budget for Local Origination Division of \$144,446 is based on the current annual rate of \$15 (\$1.25 X 12 months) per Basic Cable subscriber times the average number of Basic Cable customers.

Revenue	2005-06 Actual	2006-07 Actual	2007-08 Est. Actual	2008-09 Adopted
Basic Service (incl Local Ori	\$4,985,688	\$4,862,240	\$4,885,664	\$5,114,899
Internet Service Fees	1,392,760	1,573,813	1,692,422	1,958,269
Premium Channels	429,385	646,560	678,015	645,660
Digital Service	219,816	415,024	675,235	1,126,913
Pay-Per-View	50,089	64,776	59,148	82,458
Video On Demand (VOD)	5,504	28,046	58,048	83,414
International Programming	29,339	66,090	52,969	76,260
Pass-Through Fees	327,191	336,240	350,331	394,804
Voice Service	-	-	22,744	326,682
Wi-Fi Service	-	-	-	2,133
Fiber Leasing	-	-	-	17,000
TV Guide Magazine	-	-	-	6,228
Voice Taxes and Fees	-	-	-	41,250
Other Receipts	405,720	231,420	476,917	314,728
Total Revenues	\$7,845,492	\$8,224,207	\$8,951,493	\$10,190,698

EXPENDITURES

Satellite competitors have always enjoyed a competitive advantage over Cable given their ability to offer more programming, especially in the area of sports and foreign language programming. Today, the City equipped with an all-digital system is positioned to expand programming content and recapture some of the lost market share. In 2008-09, programming costs will increase to \$3,715,616 due to average license fee increases of 5% and from the addition of new sports, Hispanic programming and other contractually required channels.

The retransmission consent agreements that were negotiated three years ago will expire on December 31, 2008. The Department will begin renegotiating these agreements later this year starting in September and continue the process until all the agreements are in place for the next 3-year cycle. However, these negotiations have become more complex in recent years requiring the assistance of outside legal counsel. The cost of such legal service is estimated at \$15,000 for 2008-09.

Semi-annual principal and interest payment in 2008-09 on the 5-year GE Capital note to finance the purchase of digital set-top boxes is \$446,400.

The Department's on-line bill presentation and collection operation has grown significantly since it was launched a few years ago. Today, 20% of the Department's revenue is collected from credit card payment. The monthly cost for this service has increased to \$48,000 annually. Making the credit card payment option available to customers promotes customer service, increases employee productivity, and timely collection on accounts.

The focus in 2008-09 will be on regaining customers back from competitors, and the marketing campaigns will mainly target the non-subscriber base or the base of homes passed by cable that do not currently subscribe to any of the services offered by the City. The Bundle & Save marketing campaign, which was launched in 2007-08, will be continued through 2008-09. Additionally, many new, shorter duration, campaigns will be to launched to promote the super-sized High Definition tier with nearly 50 HD channels, the revitalized Canales pack with nearly 40 channels, Pay-Per-View service, and the premium movie channels. These campaigns are estimated at \$50,000 or .005% of total revenue.

Expenditures	2005-06 Actual	2006-07 Actual	2007-08	Est. Actual	2008-09 Adopted
CATV Operations	\$7,879,173	\$6,746,177		\$8,619,131	\$10,082,489
Local Origination	164,612	108,261		201,488	213,327
Total Expenditures	\$8,043,785	\$6,854,438		\$8,820,619	\$10,295,816

PERSONNEL

Personnel Summary

The Cable Department delivers its services through 20 tenured, knowledgeable, capable and dedicated employees. Each employee understands the competitive nature of the cable television business and has kept up with the latest addition of new service delivery technology and expanding portfolio of products and services.

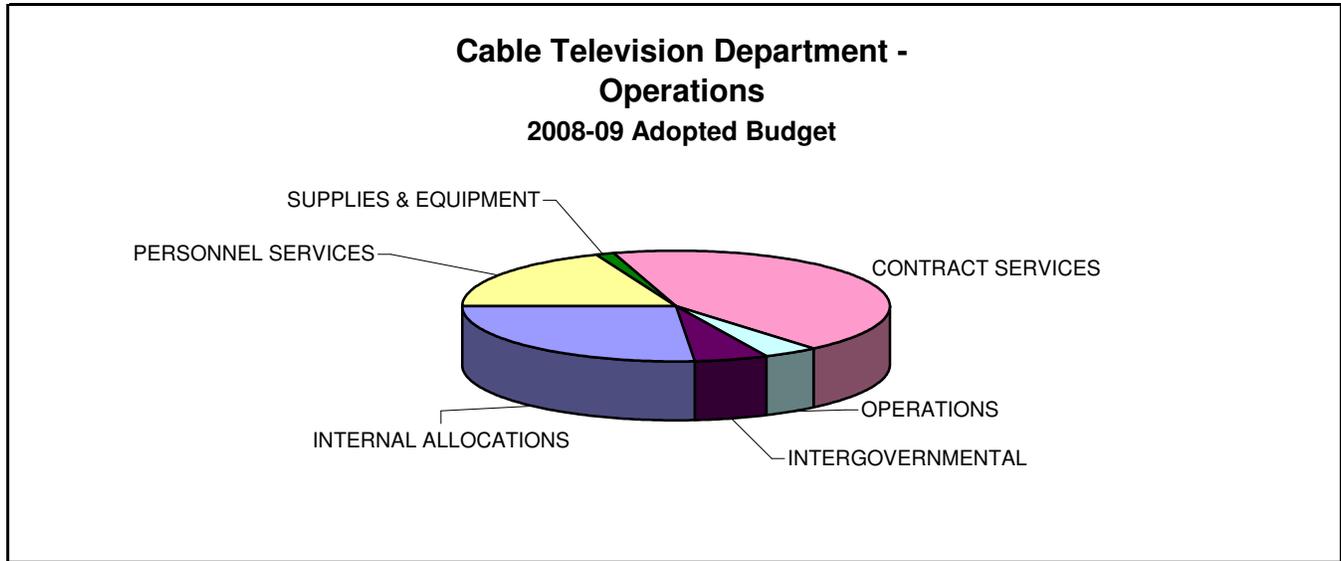
Cable Television Department Classification	Cable Enterprise		Internal Service	Total
	Operations	Local Origination	Technology Support	
Director	0.85	0.15	0.00	1.00
System Engineer	1.00	0.00	0.00	1.00
Business Manager	1.00	0.00	0.00	1.00
Programming & Network Mgr	0.00	1.00	0.00	1.00
Info. Tech. Analyst I/II	0.00	0.00	1.00	1.00
Computer Support Tech.	0.00	0.00	2.00	2.00
Field Supervisor	1.00	0.00	0.00	1.00
Technician III	3.00	0.00	0.00	3.00
Technician I/II	6.00	0.00	0.00	6.00
Warehouse Clerk	1.00	0.00	0.00	1.00
Acct. & Cust. Serv. Lead	1.00	0.00	0.00	1.00
Acct. & Cust. Serv. Rep. III	1.00	0.00	0.00	1.00
Acct. & Cust. Serv. Rep I/II	3.00	0.00	0.00	3.00
Total	18.85	1.15	3.00	23.00

2007-08 ACCOMPLISHMENTS

- ✓ Launched residential Digital Voice Service in October 2007. Serving over 250 customers as of April 28, 2008.
- ✓ Completed the implementation of Digital Simulcast in April 2007.
- ✓ Digital set-top boxes in 97% of cable households as of April 28, 2008. Digital set-top boxes in 100% of cable households by June 30, 2008.
- ✓ Conversion to all-digital system by June 30, 2008. The analog simulcast of channels 27 through 99 will cease effective June 30, 2008, and analog simulcast of channels 2 through 26 will cease effective September 30, 2008.
- ✓ Installed high capacity network cards to Internet service.
- ✓ Replaced Internet circuit providers to ensure adequate supply of bandwidth for product enhancement.
- ✓ Completed plant extensions to the new Skycrest and Merimont subdivisions.
- ✓ Added the following new channels: ESPN Deportes, ESPN U, EWTN, Tennis Channel, CSTV, C-SPAN2, ESPN2 HD, KRON HD, KBWB HD, KBCW HD, HGTV HD, Food HD, National Geographic HD, MTV HD, A&E HD and History HD.
- ✓ Hired Programming & Technology Manager for the Local Origination Division and expanded programming content for Channel 11.
- ✓ Implemented on-line viewing of City Council and Planning Commission meetings utilizing Google Video on City website.
- ✓ Implemented fiber leasing as a new revenue generating source. Entered into one fiber leasing agreement generating new revenue of approximately \$17,000 annually.
- ✓ Completed cellular site lease agreement with T-Mobile at Cable TV Headend generating approximately \$30,000 in new revenue.
- ✓ Expanded Video on Demand streaming and storage capacity to meet growing demand for streams and content.
- ✓ Created and implemented the Department's Bundle & Save Campaign to promote triple play bundle of Digital Cable, High Speed Internet and Digital Phone service. Improved office presentation, installed drive up payment drop box, wrapped Cable's fleet of service vans for advertising the campaign, and distributed customer communications through direct mail, bill message, bill insert, and cross channel spots. Also enhanced the Cable website to reflect the current portfolio of products and services.

2008-09 GOALS & OBJECTIVES

- ❑ Complete conversion to an all-digital system by December 31, 2008 as mandated by Federal Communications Commission in its grant of set-top box waiver to San Bruno Cable.
- ❑ Craft marketing campaigns targeted at the non-subscriber base.
- ❑ Drive subscriber growth in existing and new products.
- ❑ Drive Standard and On-Demand Pay-Per-View buys.
- ❑ Extend cable plant to new development at the Crossings, Glenview Terrace, Pacific Bay View Apartments and other new developments.
- ❑ Increase upstream speeds for High Speed Internet Tier I service to 512Kbps, Tier II to 768 Kbps, and Tier III to 1.5 Mbps, and downstream speeds for Tiers I and II to 12 Mbps and for Tier III to 16 Mbps.
- ❑ Establish Internet bandwidth usage maximums for the three tiers and implement a surcharge for excess bandwidth used.
- ❑ Expand Wi-Fi service to high traffic business and residential corridors of the City.
- ❑ Continue to expand San Bruno Cable Channel 11 programming with City related content.
- ❑ Launch Commercial Digital Phone service starting with City Hall and City Departments.
- ❑ Expand Video on Demand streaming capacity to meet the potential stream requests from over 20,000 digital set-top boxes that are deployed in the field.
- ❑ Convert cable system from National Control to Local Control for set-top box management and eliminate recurring set-top box charges.
- ❑ Research and add a variety of standard definition, High Definition, sports and foreign language programming, and Video on Demand content.



	2008-09 ADOPTED	PERCENT OF TOTAL
PERSONNEL SERVICES	\$1,897,689	19%
SUPPLIES & EQUIPMENT	141,070	1%
CONTRACT SERVICES	4,407,802	44%
OPERATIONS	413,432	4%
INTERGOVERNMENTAL	563,314	6%
INTERNAL ALLOCATIONS	2,659,182	26%
GRAND TOTAL	\$10,082,489	100%

PERSONNEL SERVICES	ADOPTED BUDGET	DESCRIPTION
5101 REGULAR SALARIES	\$1,268,130	Base salary and incentives for all department personnel, working a minimum of 80 hours per pay period. Subject to benefits per applicable MOUs.
5102 REGULAR PART-TIME	33,000	Base salary for temporary employees working fewer than 980 hours per fiscal year. Employees in this category are exempt from all benefits.
5105 OVERTIME	72,500	Overtime pay in accordance with the applicable MOU. Overtime pay is only subject to Medicare and FICA employer contributions, when applicable.
5200 EMPLOYEE BENEFITS	524,059	City's cost of CalPERS pension, Medicare, FICA where applicable, deferred compensation match, health & welfare insurance, life insurance, long-term disability insurance, management leave buyout, pay in-lieu of holidays.
SUBTOTAL FOR PERSONNEL SERVICES	\$1,897,689	

SUPPLIES & EQUIPMENT		ADOPTED BUDGET	DESCRIPTION
6001	OFFICE SUPPLIES	\$13,500	Purchase of office supplies for the delivery of services to customers.
6101	GAS & OIL	15,500	Allocation of fuel used by division's vehicles.
6102	OPERATING SUPPLIES	61,800	Uniforms replacement for cable employees, (\$5,000); Field supplies for installation of services, (\$56,800).
6204	SUPPLIES & EQUIPMENT	12,500	Electronic maintenance and repairs of plant, converters, office equipment and headend equipment, (\$9,000); Office chair replacements for office staff, office storage and security, (\$3,500).
6650	TOOLS & EQUIPMENT - \$25K	37,770	Small tools, (\$8,320); Deep cycle stand-by batteries, (\$12,800); Alpha DC standby generators, (\$7,500); Unity Digital receiver, (\$1,500); UHF Digital antennas, (\$7,650).
SUBTOTAL FOR SUPPLIES & EQUIPMENT		\$141,070	

CONTRACT SERVICES		ADOPTED BUDGET	DESCRIPTION
6402	LEGAL SERVICES	\$15,000	Legal reviews of contract renewals and new service contracts, (\$15,000).
6411	CONTRACTUAL SERVICES	3,715,616	National Cable Television Cooperative (NCTC) Programming, (\$2,658,829); Non-NCTC Programming, (\$990,369); PPV - TVN, (\$40,359); PPV - In Demand, (\$26,059).
6412	INTERNET SERVICE FEES	609,806	Internet service provider: XO Communications, (\$78,000); Quest, (\$110,400); Parasun, (\$283,500); vCentrix, (\$131,426); Wi-Fi, (\$630); ARIN IP leases, (\$2,250); CALEA Compliance, (\$3,600).
6419	OTHER SERVICES	67,380	Credit card and ACH fees, (\$48,000); Phone answering service, (\$4,000); Bill presentation, (\$9,800); Security alarm, (\$2,700); TSQ/PPV processing, (\$2,880).
SUBTOTAL FOR CONTRACT SERVICES		\$4,407,802	

OPERATIONS		ADOPTED BUDGET	DESCRIPTION
6112	POSTAGE	\$56,800	Allocation of postage required by department operations for outside correspondence including regular, certified, return receipt, and express/overnight mail.
6304	OFFICE EQUIPMENT MAINTENANCE	64,482	Emergency alert system support, (\$500); Hunter equipment support, (\$3,722); Big band support, (\$7,500); C-Cor/Arris support, (\$14,000); Enhanced Communications Incorporated (ETI) support, (\$4,500); Cable Modem Termination System (CMTS) support, (\$5,400); Billing licensing, (\$12,000); Billing support, (\$16,860).

Operations (Cont.)

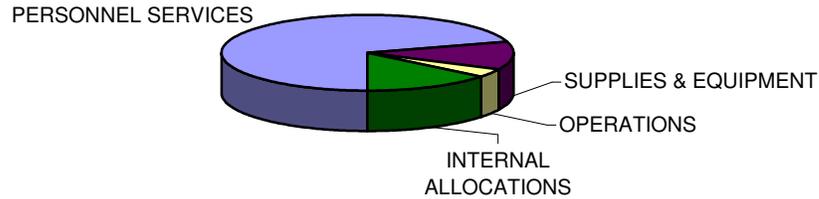
6405	STAFF TRAINING	1,500	Customer service and technical training seminars, (\$1,500)
6406	PROFESSIONAL DEVELOPMENT	3,000	Professional development in accordance with MOU.
6409	SPECIAL PROJECTS/ EVENTS	22,250	Contingency for miscellaneous repair and maintenance work of plant, satellite dishes or headend emergencies, (\$22,000); Staff recognition, (\$250.)
6450	COMMUNICATIONS	20,789	Internal allocation of 7 dedicated fax and data lines, office telephone charges and 14 mobile phones, pagers and radios.
6502	COMMUNITY PROMOTION	55,000	Marketing, promotions using direct mail, bill messaging, internet, print and video advertisements, (\$50,000); Organization contributions for support of youth sports leagues, non-profit organizations and event sponsorships, including Operation Clean Sweep, Autumn Fest, Business Expo, etc., (\$5,000).
6531	UTILITIES	113,640	Water and garbage fees, (\$3,640); Electrical service fees at Headend, Cable office, Warehouse and 24 field power supplies, (\$110,000).
6601	RENTAL & LEASES	17,000	Pole rental fees.
6701	DUES & MEMBERSHIPS	6,075	SCTE, (\$695); San Bruno Chamber of Commerce, (\$150); ASCAP, (\$875); CCTA, (\$4,280); SCAN-NATOA, (\$75).
6702	PUBLICATIONS & SUBSCRIPTIONS	500	Subscriptions to Cable Fax, Cable World, Multichannel News, etc., (\$500).
6703	TRAVEL/VEHICLE USE	100	Reimbursement for business use of personal vehicles.
6704	MEETINGS/ CONFERENCES	10,000	National Cable Television Association (NCTA), (\$2,000); National Cable Television Cooperative (NCTC) Independent Show, (\$2,000); National Cable Television Cooperative (NCTC) Winter Show, (\$2,000); Great Lakes Annual Users Conference (GLDS Business Conference), (\$2,000); Society of Cable Television Engineers (SCTE Expo), (\$2,000).
6910	CONTINGENCIES/ OTHER	27,296	Employee salary and benefit contingency for two bargaining units with open MOUs.
6919	BAD DEBT EXPENSE	15,000	Write-off of bad debt and uncollectible accounts.

SUBTOTAL FOR OPERATIONS	\$413,432
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INTERGOVERNMENTAL		ADOPTED BUDGET	DESCRIPTION
7063	CITY TAXES & FEES	534,366	In-Lieu Franchise Fee, (\$470,834); Copyright Fees, (\$22,282); Voice Taxes & Fees, (\$41,250).
7069	INTERGOVERNMENTAL - OTHER	\$28,948	Pen TV Annual dues, (\$26,948); SAMCAT dues, (\$2,000).
SUBTOTAL FOR INTERGOVERNMENTAL		\$563,314	

INTERNAL ALLOCATIONS		ADOPTED BUDGET	DESCRIPTION
7901	OTHER INTERNAL SERVICE ALLOC.	\$209,958	Self-Insurance Allocation, (\$78,285); Building Facilities Allocation, (\$41,713); IT Allocation, (\$50,695); Central Garage Allocation, (\$37,383). <i>Service level enhancement for enhanced custodial maintenance for all city facilities, (\$1,882) - department allocation.</i>
7902	GENERAL ADMIN. ALLOC.	299,279	General Administration Allocation, (\$252,333); Revenue Services Allocation for processing of daily transactions and deposits, (\$46,945).
8926	CATV EQUITY EARN.TRANSF.	941,669	Equity earnings transfer.
9001	PRINCIPAL PAYMENT ON DEBT	360,000	Principal payment on financing of set-top box purchase.
9002	INTEREST PAYMENT ON DEBT	86,400	Interest payment on financing of set-top box purchase.
9079	TRANSFER TO EQPT. RESERVES	754,000	Allocation of reserve funding to provide for replacement of capital assets at the end of their useful lives.
9096	ENERGY DEBT ALLOC.	7,876	Allocation of lease-purchase debt service for improved energy efficiency at City buildings and facilities.
SUBTOTAL INTERNAL ALLOCATION		\$2,659,182	
GRAND TOTAL		\$10,082,489	

Cable Television Department - Local Origination 2008-09 Adopted Budget



	2008-09 ADOPTED	PERCENT OF TOTAL
PERSONNEL SERVICES	\$150,078	70%
SUPPLIES & EQUIPMENT	25,600	12%
OPERATIONS	7,650	4%
INTERNAL ALLOCATIONS	29,999	14%
GRAND TOTAL	\$213,327	100%

PERSONNEL SERVICES	ADOPTED BUDGET	DESCRIPTION
5101 REGULAR SALARIES	\$102,899	Base salary and incentives for all department personnel, working a minimum of 80 hours per pay period. Subject to benefits per applicable MOUs.
5102 REGULAR PART-TIME	10,000	Base salary for temporary employees working fewer than 980 hours per fiscal year. Employees in this category are exempt from all benefits.
5200 EMPLOYEE BENEFITS	37,180	City's cost of CalPERS pension, Medicare, FICA where applicable, deferred compensation match, health & welfare insurance, life insurance, long-term disability insurance, management leave buyout, pay in-lieu of holidays.
SUBTOTAL FOR PERSONNEL SERVICES	\$150,078	

SUPPLIES & EQUIPMENT	ADOPTED BUDGET	DESCRIPTION
6001 OFFICE SUPPLIES	\$400	Office supplies necessary for the delivery of services to department/division's customers.
6101 GAS & OIL	600	Fuel charges for one vehicle for local transportation.
6102 UNIFORMS/SAFETY EQUIP	2,000	Uniform shirts/jackets for Local Origination employees, (\$500); Recording media, replacement parts, field supplies for use in video productions, (\$1,500).

Supplies & Equipment (Cont.)

6204	EQUIPMENT & SUPPLIES	1,700	Electronic maintenance or production equipment.
6650	TOOLS & EQUIPMENT	20,900	Analog-Digital Encoder for digital presentation, (\$7,000); MPEG-4 Recorder / Player, (\$4,000); Electronic WARM Cards, (\$100); Hard Drive Recorder (Field), (\$6,000); DVD Printer, (\$300); DV Deck for studio dubs, (\$1,500); Brightline Lighting Units, (\$2,000).
SUBTOTAL FOR SUPPLIES & EQUIPMENT		\$25,600	

OPERATIONS	ADOPTED BUDGET	DESCRIPTION
6405 STAFF TRAINING	\$750	Technical training for production: Alliance community Media, (\$100); Snader and Associates, (\$100); Bay Area Video Coalition (BAVC), (\$550).
6406 PROFESSIONAL DEVELOPMENT	500	Professional development in accordance with MOU.
6450 COMMUNICATIONS	700	Internal allocation of mobile phone, fax and data lines, and telephone local and long distance charges.
6502 COMMUNITY PROMOTION	4,500	Program development costs.
6531 UTILITIES	900	Electric service fees for production studio equipment.
6701 DUES & MEMBERSHIPS	300	Alliance for Community Media, (\$100); Scan NATOA Membership, (\$75); NAPTE Membership, (\$125).
SUBTOTAL FOR OPERATIONS		\$7,650

INTERNAL ALLOCATIONS	ADOPTED BUDGET	DESCRIPTION
7901 OTHER INTERNAL SERVICE ALLOC.	\$4,999	Self-Insurance Allocation.
9079 TRANSFER TO EQPT. RESERVES	25,000	Allocation of reserve funding to provide for replacement of capital assets at the end of their useful lives.
SUBTOTAL FOR		\$29,999
GRAND TOTAL		\$213,327

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**CABLE FUND
CAPITAL PROJECTS**
(INSERT DIVIDER)

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**2008-09
CABLE TELEVISION SYSTEM REPLACEMENT FUND**

The Cable Television System Replacement Fund is a capital reserve account of the Cable Operating Fund that provides funding for major system maintenance, improvements and replacement projects. Some of the major projects funded by the System Replacement Fund include the 750 MHz plant upgrade and the deployment of Video-on-Demand, High Definition, High Speed Internet services, Motorola Digital Access Controller (DAC), HD and STD channel additions and digital simulcast conversion completed in 2006-07.

NEW PROJECTS IN 2008-09 WORK PLAN
Cable Plant Enhancements

**2008-09 CABLE WORK PROGRAM
FINANCIAL SUMMARY**

Project	Carry-Over Appropriations	2008-09 Funding Source
		Cable System Rep.
Cable Plant Enhancement	0	958,167
TOTAL	\$0	\$958,167

**CABLE SYSTEM REPLACEMENT FUND
FIVE-YEAR PROGRAM**

2008-09 CAPITAL PROJECTS

Cable Plant Enhancements

2009-13 CAPITAL PROJECTS

Digital Set-Top Boxes
EMTA's
Multi-Family Building Rewiring
New Production Vehicle/Equipment
Production TV Studio
Return Path Monitoring System
Sutro Tower Direct Feed
Tektronix 8VSB QAM Analyzer

**CABLE CAPITAL 2008-13 WORK PROGRAM
FUNDING SUMMARY**

Project	Total Project Cost	Prior Years Funding	2008-09	2009-10	2010-11	2011-12	2012-13	Unidentified Funding Year
Cable Capital								
Cable Plant Enhancements	1,618,945	660,778	958,167	0	0	0	0	0
Digital Set-Top Boxes	1,200,000	0	0	300,000	300,000	300,000	300,000	0
EMTAs	240,000	0	0	60,000	60,000	60,000	60,000	0
Multi-Family Building Rewiring	442,500	0	0	0	147,500	147,500	147,500	0
New Production Vehicle/Equipment	120,000	0	0	120,000	0	0	0	0
Production TV Studio	120,000	0	0	120,000	0	0	0	0
Return Path Monitoring System	50,000	0	0	50,000	0	0	0	0
Sutro Tower Direct Feed	400,000	0	0	0	400,000	0	0	0
Tektronix 8VSB QAM Analyzer	25,000	0	0	25,000	0	0	0	0
Total	\$4,216,445	\$660,778	\$958,167	\$675,000	\$907,500	\$507,500	\$507,500	\$0

CABLE PLANT ENHANCEMENTS

PROJECT DESCRIPTION: This project includes four items. The first is the purchase of 500 High definition/digital video recorders (HD/DVR), 300 High definition/digital receivers (HD) and 200 Enhanced Multi-Media Terminal Adapters (EMTA) for providing the Digital Phone service. This purchase of set-top boxes and EMTA's will establish an inventory to support budgeted subscriber growth in High Definition Television and Digital Phone services in 2008-09. The second item is the purchase of a Motorola Digital Access Controller (DAC) to locally control our set top boxes. This will result in a savings of \$73,000 a year. The third item is the purchase of Headend equipment for the additional 38 HD channels, 60 standard digital channels and an additional 1000 streams for our On Demand product to handle the traffic of the 20,000 plus boxes in the field. The fourth item is to replace rain the gutter at CATV office and upgrade Air Conditioning units at 140 Arbor ct. (Headend)

PROJECT NUMBER: 84425

PROJECT MANAGER: CATV System Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The cable plant enhancements project enables the Department to comply with the City's franchise ordinance, offers customers more choice of services, and ensures a higher level of service for customers.

LIFE EXPECTANCY: 10 years

2007-08 STATUS: Projects will be all completed by year-end and all of the Set Tops and EMTAs will be purchased including the Acterna Path Trak test gear has been purchased.

2008-09 WORK PLAN: Channel additions will be completed within the first quarter of the fiscal year. This will require the purchase of all related equipment in this project to be purchased during that period. The DAC system will also be purchased during the first quarter for completion scheduled by end of the second quarter. Set-top purchases will be purchased in increments as needed, however the 1,000 stream purchases for VOD will be completed in first quarter. The A/C project for Arbor Court is high priority and will be completed during the first quarter. The gutter system replacement for the building should be completed at the start of the second quarter prior to the rainy season.

PROJECTED COMPLETION DATE: June 2009

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Cable System Rep.	606,778	0	958,167	0	1,618,945
Total	\$606,778	\$0	\$958,167	\$0	\$1,618,945

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
4251: Equipment	0	606,778	958,167	0	1,618,945
Total	\$0	\$606,778	\$958,167	\$0	\$1,618,945

ONGOING FINANCIAL IMPACT: Inventory will be replenished annually.

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2009-13 CAPITAL IMPROVEMENT PROGRAM

PROJECT DESCRIPTIONS

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DIGITAL SET-TOP BOXES

PROJECT DESCRIPTION: This project provides for the purchase of standard, HD (high definition), and HD/DVR (high definition/digital video recorder) set-top boxes in future years through 2012.

PROJECT MANAGER: CATV System Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Digital Cable service was launched to enhance consumer choice and maintain competitiveness of the City's services. The inventory of standard, HD and HD/DVR boxes will allow the City to continue to grow the customer base of Digital Cable services.

LIFE EXPECTANCY: 10 years

PROJECTED PROJECT START DATE: July 2009

PROJECTED PROJECT COMPLETION DATE: June 2013

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Equipment	1,200,000
Replacement Fund	
Total	\$1,200,000

ONGOING FINANCIAL IMPACT: The total project cost of \$1,200,000 represents set-top box purchases to be made over the next four fiscal years beyond 2007-08.

EMTAs

PROJECT DESCRIPTION: This project provides for the purchase of EMTAs (enhanced multi-media terminal adapters) in future years through 2012.

PROJECT MANAGER: CATV System Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Digital Phone service was launched to enhance consumer choice and maintain competitiveness of the City's services. The inventory of EMTAs will allow the City to continue to grow the customer base for Digital Phone service.

LIFE EXPECTANCY: 10 years

PROJECTED PROJECT START DATE: July 2009

PROJECTED PROJECT COMPLETION DATE: June 2013

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Equipment	240,000
Replacement Fund	
Total	\$240,000

ONGOING FINANCIAL IMPACT: The total project cost of \$240,000 represents EMTA purchases to be made over the next four fiscal years beyond 2007-08.

MULTI-FAMILY BUILDING REWIRING

PROJECT DESCRIPTION: Approximately 2,900 units of the total number of homes passed by the cable system are multi-dwelling units located at Crystal Springs Apartments, Shelter Creek Condominiums and Peninsula Place. These complexes were wired for video services over 20 year ago and do not meet today's industry specifications. The cabling needs to be replaced so that residents in these complexes are able to access the new services offered by the City. The project is sufficiently large to require outside contractor assistance. Construction costs are estimated at \$150 per unit based on the current market rate. The project is expected to take 3 years to complete.

PROJECT MANAGER: CATV System Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will enable every household to have access to all the City cable services.

LIFE EXPECTANCY: 20 Years

PROJECTED PROJECT START DATE: July 2010

PROJECTED PROJECT COMPLETION DATE: June 2013

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
System	442,500
Replacement Fund	
Total	\$442,500

ONGOING FINANCIAL IMPACT: None

NEW PRODUCTION VEHICLE / EQUIPMENT

PROJECT DESCRIPTION: Replace aging remote video production trailer and equipment with a new remote video production van and equipment.

PROJECT MANAGER: CATV Programming Technology Manager

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The existing production trailer has been in service since 1997 having been used in the taping of over 265 events. The video equipment and vehicle is at the end of its useful life and need to be replaced to enable efficient and high quality remote productions of City events.

LIFE EXPECTANCY: 15 years vehicle / 10 years equipment

PROJECTED PROJECT START DATE: September 2009

PROJECTED PROJECT COMPLETION DATE: December 2009

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Equipment	120,000
Replacement Fund	
Total	\$120,000

ONGOING FINANCIAL IMPACT: None

PRODUCTION TV STUDIO

PROJECT DESCRIPTION: This project will construct a permanent Production TV Studio facility with a control room and studio space, and equip it with lighting, cameras, sets, backdrops, audio and video mixing and other related equipment.

PROJECT MANAGER: CATV Programming Technology Manager

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The Production TV Studio will serve as the venue where local programming will be developed to promote the City and its services. The locally produced programming can be aired on San Bruno Cable Channel 11 or other public, educational and governmental channels. Staff will evaluate opportunities to include this production facility and capacity as part of programming for new library project.

LIFE EXPECTANCY: 15 years

PROJECTED PROJECT START DATE: Unidentified, to be coordinated with the New Library Project

PROJECTED PROJECT COMPLETION DATE: Unidentified, to be coordinated with the New Library Project

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Equipment	120,000
Replacement Fund	
Total	\$120,000

ONGOING FINANCIAL IMPACT: None

RETURN PATH MONITORING SYSTEM

PROJECT DESCRIPTION: Purchase PathTrak Return Path Monitoring System for the efficient, continuous, and automated monitoring and analysis of cable signal performance to ensure reliability and quality of services for San Bruno Cable customers.

PROJECT MANAGER: CATV System Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The PathTrak monitoring system allows for better management and maintenance of the upstream portion of the cable signal (i.e. signal leaving the customers home back to the cable headend facility), which is necessary for the delivery of Internet, Video on Demand (VoD), digital cable services, and Voice over Internet Protocol (VoIP) services. Early fault detection in the upstream portion of the cable signal creates savings in maintenance costs and ensures a reliable quality of service improving customer satisfaction.

LIFE EXPECTANCY: 10 Years

PROJECTED PROJECT START DATE: October 2009

PROJECTED PROJECT COMPLETION DATE: December 2009

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Total Project Cost
System	50,000
Replacement Fund	
Total	\$50,000

ONGOING FINANCIAL IMPACT: None

SUTRO TOWER DIRECT FEED

PROJECT DESCRIPTION: Construct a direct fiber optic link to Sutro Tower to improve the reception of all broadcast channels transmitted from the Sutro Tower facility. The fiber connection will link the City's cable headend facility directly to the digital studio feeds of the local broadcaster stations that are being delivered to the Sutro Tower facility, eliminating the City's dependence on the over-the-air radio frequency transmissions, which suffers from periodic maintenance downtime and signal quality issues.

PROJECT MANAGER: CATV System Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The fiber-linked direct feeds will provide studio quality digital signal to San Bruno Cable customers. There is no FCC, federal or state mandate to build a fiber link to Sutro Tower. This project is a local system enhancement initiative to improve reliability and picture quality for customers. Comcast, Alameda Power and Telecom and RCN already have fiber links to Sutro Tower for broadcast signals that originate there.

LIFE EXPECTANCY: 20 Years.

PROJECTED PROJECT START DATE: July 2010

PROJECTED PROJECT COMPLETION DATE: June 2011

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
System	400,000
Replacement Fund	
Total	\$400,000

ONGOING FINANCIAL IMPACT: There will be a recurring monthly rack space lease cost of about \$1,500.

TEKTRONIX 8VSB QAM ANALYZER

PROJECT DESCRIPTION: This project provides for the purchase 8VSB QAM Analyzer, a field test equipment, to use in evaluating the quality of the terrestrial digital television off-air signals and critical radio frequencies for signal degradation before the customer notices any picture impairment.

PROJECT MANAGER: CATV System Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Performing critical radio frequency measurements can help detect problems before viewers lose their services and pictures completely. The addition of an 8VSB MPEG-2 analyzer in the tool kit allows the Department to maintain a cleaner cable network that produces good quality signal.

LIFE EXPECTANCY: 7 Years

PROJECTED PROJECT START DATE: January 2010

PROJECTED PROJECT COMPLETION DATE: June 2010

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
System	25,000
Replacement Fund	
Total	\$25,000

ONGOING FINANCIAL IMPACT: None

PARKS & FACILITIES CAPITAL
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**PARKS & FACILITIES CAPITAL
SUMMARIES**
(INSERT DIVIDER)

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PARKS AND FACILITIES CAPITAL IMPROVEMENT PROGRAM

The Parks and Facilities Capital Fund provides for the improvement and development the City's facilities, infrastructure, and major equipment used to deliver services to the community, much of which is several decades old. At this time, no dedicated or ongoing revenue resource exists supporting the Parks and Facilities Capital Fund. Instead, funding for the Parks and Facilities Capital Fund comes from a variety of sources, including the General Fund, Park-in-Lieu Fund, Proposition 12 and 40 funds, and transfers from other City funds.

NEW PROJECTS IN 2008-09 WORK PLAN

- Ballfield Replacement Project
- City Park Tennis Court Resurfacing Project
- Community Facilities Master Plan
- El Camino Real Phase I Medians and Pedestrian Improvements Project
- Senior Center Interior and Exterior Repairs

PROJECTS IN PROGRESS IN 2008-09 WORK PLAN

- City Gateways Project
- Civic Center Painting Project
- Corporation Yard Facilities Improvement Project
- Emergency Operations Center Modernization
- Fire Station 51 Accessibility and Privacy Improvements
- Fire Station 51 Seismic Evaluation
- Fire Station 52 Accessibility and Privacy Upgrades
- Groundwater Monitoring for Underground Storage Tanks
- Library Facility Maintenance Program
- Lions Field Renovation Project
- Park Equipment Replacement Project
- San Bruno Avenue Medians Improvement Project
- Senior Center Emergency Power Supply Generator
- Senior Center Partition Replacement Project
- Street Median & Grand Boulevard Improvements Project
- Wildland Fire Hazard Mitigation Plan

PARKS AND FACILITIES CAPITAL 2008-09 WORK PROGRAM FUNDING SUMMARY

Project	Carry-Over Appropriation	2008-09 Funding Source									
		Park-in-Lieu	One-Time Revenue	RDA Capital	Water Capital	Stormwater Capital	Children Library Project Donation	State Library Fund	Samtrans GBI Grant	Storage Tank Cleanup Fund	Prop 12 & 40 Grants
Ballfield Replacement Project	173,700										
City Gateway Signs Project	109,495			40,505							
City Park Tennis Court Resurfacing Project	-	38,000									
Civic Center Painting Project	45,661		64,339								
Community Facilities Master Plan	-		204,000								
Corporation Yard Facilities Improvement Project	74,082				83,709	83,709					
El Camino Real Phase I Medians and Pedestrian Improvements Project	-			201,321					282,000		
Emergency Operations Center Modernization	2,012		18,550								
Fire Station 51 Maintenance Program	33,574		66,426								
Fire Station 51 Seismic Evaluation	19,844										
Fire Station 52 Maintenance Program	31,518		43,482								
Groundwater Monitoring for Underground Storage Tanks	8,365									86,635	
Library Facility Maintenance Program	-						184,704	390,000			
Lions Field Renovation Project	27,543	22,300									54,457
Park Equipment Replacement Project	450,000										
San Bruno Avenue Medians Improvement Project	397,076										
Senior Center Emergency Power Supply Generator Project	93,862										
Senior Center Interior and Exterior Repairs	-		41,840								
Senior Center Partition Replacement Project	60,000										
Street Median & Grand Boulevard Improvements Project	679,472			140,000							
Wildland Fire Hazard Mitigation Plan	30,000		50,000								
TOTAL	\$2,062,504	\$60,300	\$488,637	\$381,826	\$83,709	\$83,709	\$184,704	\$390,000	\$282,000	\$86,635	\$54,457

**PARKS AND FACILITIES CAPITAL IMPROVEMENT FUND
CASH SHEET**

	2007-08 Budget	2007-08 Est. Actual	2008-09 Adopted
Beginning Balance, July 1	\$1,414,214	\$1,367,563	\$1,433,139
Revenues			
Private Donations	27,366	0	17,366
Prop 12	187,650	66,089	121,567
Prop 40	305,059	0	329,262
Transfers In			
Children Library Project Donation	0	0	184,704
TOD Grant	679,472	0	679,472
Equipment Reserve	30,000	30,000	0
Park-in-Lieu	284,925	284,925	60,300
One-Time Revenue	291,011	291,011	488,637
Redevelopment Capital	112,934	112,934	381,826
SamTrans GBI Grant	0	0	282,000
Senior Advisory Board Trust Fund	30,000	30,000	0
State Libray Grant Fund	0	0	390,000
Storage Tank Cleanup Fund	0	0	86,635
Water Capital	6,418	6,418	83,709
Stormwater Capital	0	0	83,709
Total Revenues	<u>1,954,835</u>	<u>821,377</u>	<u>3,189,187</u>
Expenses			
Capital Improvement Program Expenses	3,183,975	755,801	4,158,481
Total Expenses	<u>3,183,975</u>	<u>755,801</u>	<u>4,158,481</u>
Ending Balance, June 30	<u>\$185,074</u>	<u>\$1,433,139</u>	<u>\$463,845</u>

PARKS AND FACILITIES CAPITAL FIVE-YEAR PROGRAM

2008-09 CAPITAL PROJECTS

- Ballfield Replacement Project
- City Gateways Project
- City Park Tennis Court Resurfacing Project
- Civic Center Painting Project
- Community Facilities Master Plan
- Corporation Yard Facilities Improvement Project
- El Camino Real Phase I Medians and Pedestrian Improvements Project
- Emergency Operations Center Modernization
- Fire Station 51 Accessibility and Privacy Improvements
- Fire Station 51 Seismic Evaluation
- Fire Station 52 Accessibility and Privacy Upgrades
- Groundwater Monitoring for Underground Storage Tanks
- Library Facility Maintenance Program
- Lions Field Renovation Project
- Park Equipment Replacement Project
- San Bruno Avenue Medians Improvement Project
- Senior Center Emergency Power Supply Generator
- Senior Center Interior and Exterior Repairs
- Senior Center Partition Replacement Project
- Street Median & Grand Boulevard Improvements Project
- Wildland Fire Hazard Mitigation Plan

2009-13 CAPITAL PROJECTS

- Customer Service and Safety Improvements at City Hall
- Fire Station 51 Replacement
- Fire Station 52 Re-Roofing Project
- Fire Station 52 Replacement
- Fire Station 52 Seismic Evaluation
- New Corporation Yard Facility Project
- New Swimming Pool Complex Project
- Recreation Center Replacement Project
- Senior Center Expansion Project

PARKS AND FACILITIES CAPITAL 2009-13 WORK PROGRAM

Project	Total Project Cost	Prior Years Funding	2008-09	2009-10	2010-11	2011-12	2012-13	Unidentified Funding Year
Parks and Facilities Capital								
Ballfield Replacement Project	173,700	173,700	0	0	0	0	0	0
City Gateway Signs Project	283,263	132,758	40,505	110,000	0	0	0	0
City Park Tennis Court Resurfacing Project	38,000	0	38,000	0	0	0	0	0
Civic Center Painting Project	114,339	50,000	64,339	0	0	0	0	0
Community Facilities Master Plan	204,000	0	204,000	0	0	0	0	0
Corporation Yard Facilities Improvement Project	247,418	80,000	167,418	0	0	0	0	0
Customer Service and Safety Improvements at City Hall	250,000	0	0	250,000	0	0	0	0
El Camino Real Phase I Medians and Pedestrian Improvements Project	571,006	87,685	483,321	0	0	0	0	0
Emergency Operations Center Modernization	78,550	60,000	18,550	0	0	0	0	0
Fire Station 51 Accessibility and Privacy Improvements	146,426	80,000	66,426	0	0	0	0	0
Fire Station 51 Replacement	7,000,000	0	0	0	0	0	0	7,000,000
Fire Station 51 Seismic Evaluation	20,000	20,000	0	0	0	0	0	0
Fire Station 52 Maintenance Program	83,482	40,000	43,482	0	0	0	0	0
Fire Station 52 Re-Roofing Project	40,000	0	0	0	40,000	0	0	0
Fire Station 52 Replacement	3,000,000	0	0	0	0	0	0	3,000,000
Fire Station 52 Seismic Evaluation	10,000	0	0	10,000	0	0	0	0
Groundwater Monitoring for Underground Storage Tanks	695,000	95,000	86,635	0	0	0	0	513,365
Library Facility Maintenance Program	2,400,000	200,000	574,704	0	0	0	0	1,625,296
New Corporation Yard Facility Project	5,500,000	0	0	0	0	0	0	5,500,000
Lions Renovation Project	104,300	49,843	54,457	0	0	0	0	0
New Swimming Pool Complex Project	4,400,000	0	0	0	0	0	0	4,400,000
Park Equipment Replacement Project	1,319,431	1,319,431	0	0	0	0	0	0
Recreation Center Replacement Project	7,500,000	0	0	0	0	0	0	7,500,000
San Bruno Avenue Medians Improvement Project	559,700	559,700	0	0	0	0	0	0
Senior Center Expansion Project	3,750,000	0	0	0	0	0	0	3,750,000
Senior Center Emergency Power Supply Generator Project	160,000	160,000	0	0	0	0	0	0
Senior Center Interior and Exterior Repairs	41,840	0	41,840	0	0	0	0	0
Senior Center Partition Replacement Project	65,000	65,000	0	0	0	0	0	0
Street Median & Grand Boulevard Improvements Project	889,148	749,148	140,000	0	0	0	0	1,575,712
Wildland Hazard Mitigation Plan	600,000	30,000	50,000	0	0	0	0	520,000
TOTAL	\$40,244,603	\$3,952,265	\$2,073,677	\$370,000	\$40,000	\$0	\$0	\$35,384,373

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PARKS & FACILITIES CAPITAL CAPITAL PROJECTS

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BALLFIELD REPLACEMENT PROJECT

PROJECT DESCRIPTION: Addition of one baseball field including design, fencing & backstops, pathway, infield playing surface, three row bleachers, foul poles, pitching rubber, and home plate. Staff and Park and Recreation Commissioners are exploring options to determine a preferred location to construct the field.

PROJECT NUMBER: 83703

PROJECT MANAGER: Chief Engineer/Parks & Facilities Manager

DEPARTMENT: Public Works/Parks and Recreation

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The objective of this project is to mitigate in part the loss of two baseball fields at Sandburg School and provides for much needed improvements at one of the City's most used sports facilities. The improvements will benefit numerous groups, teams and individuals in San Bruno.

LIFE EXPECTANCY: Ten (10) to fifteen (15) years, with minor improvements as required.

2007-08 STATUS: New project.

2008-09 WORK PLAN: Construction project is anticipated to go out to bid in the Spring of 2009.

PROJECTED COMPLETION DATE: Fall of 2009

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Park In Lieu Fees	173,700	173,700	0	0	173,700
Total	\$173,700	\$173,700	\$0	\$0	\$173,700

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design Serv.	0	0	30,000	0	30,000
0620: Construction	0	0	143,700	0	143,700
Total	\$0	\$0	\$173,700	\$0	\$173,700

ONGOING FINANCIAL IMPACT: The ongoing maintenance cost is not anticipated to exceed current funding levels.

CITY GATEWAYS PROJECT

PROJECT DESCRIPTION: The City Gateways Project consists of design and construction of new gateways at entrances to the City. Existing City gateway signage is deteriorated, lacks a coherent theme, and presents a poor first impression of the City. New gateways will feature coordinated landscape design, signage, and street furniture. Gateways within the Redevelopment Project Area include: Skyline Boulevard at San Bruno Avenue, El Camino Real at the northern and southern city limits, San Mateo Avenue at the northern city limit, and San Bruno Avenue at the eastern city limit.

The City Gateways project has been identified as a priority activity by the City’s Cultural and Arts Commission and the City Council. Redevelopment tax increment funds will be a major source of funding to design and construct City Gateways in the Redevelopment Project Area. However, a combination of funding will be considered.

PROJECT NUMBER: 83916

PROJECT MANAGER: Associate Engineer

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The City Gateways Project will contribute to enhancing the appearance and identity of the City.

LIFE EXPECTANCY: Twenty (20) years.

2007-08 STATUS: Continued coordination with Caltrans to receive project approval. Completed design and fabrication of north and south signs for El Camino Real.

2008-09 WORK PLAN: In conjunction with the El Camino Median Phase I and Pedestrian Improvements Project, install north and south signs.

PROJECTED COMPLETION DATE: September 2008 for the two El Camino Real gateways. The three additional signs will be purchased and installed in future years as funding allows.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
RDA Capital	50,000	50,000	40,505	110,000	200,505
Public Art Fund	72,758	49,495	0		72,758
Summerhill	10,000	10,000	0		10,000
Homes Donation					
Total	\$132,758	\$109,495	\$40,505	\$110,000	\$283,263

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	6,508	16,755	150,000	110,000	283,263
Total	\$6,508	\$16,755	\$150,000	\$110,000	\$283,263

ONGOING FINANCIAL IMPACT: Future financial impacts following installation of signage will be the minimal cost of maintaining the signs and electrical lighting.

CITY PARK TENNIS COURT RESURFACING PROJECT

PROJECT DESCRIPTION: Project will resurface all four courts and provide fencing and enclosure repairs.

PROJECT NUMBER: 83702

PROJECT MANAGER: Parks & Facilities Manager/
City Engineer

DEPARTMENT: Parks & Recreation and
Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The Tennis Courts have not been resurfaced in over 10 years. They have been evaluated for resurfacing and fencing repairs.

LIFE EXPECTANCY: 10 years

PROJECTED PROJECT START DATE: September 2008

2007-08 STATUS: Staff collected estimates for tennis court resurfacing work and fencing repairs to more accurately scope the project.

2008-09 WORK PLAN: Complete design and bid package, advertise bid, award construction contract and complete construction.

PROJECTED PROJECT COMPLETION DATE: Spring 2009.

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Park In-Lieu	0	0	38,000	0	38,000
Total	\$0	\$0	\$38,000	\$0	\$38,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Resurfacing	0	0	28,000	0	28,000
0620: Fencing	0	0	10,000	0	10,000
Total	\$0	\$0	\$38,000	\$0	\$38,000

ONGOING FINANCIAL IMPACT: Unidentified

CIVIC CENTER PAINTING PROJECT

PROJECT DESCRIPTION: This project will provide an update to the exterior paint coating, signage and landscaping at City Hall, the Library and Fire Station 51. When complete, the revitalized exterior of the Civic Center will provide a unique statement and more unified appearance to the surrounding community.

PROJECT NUMBER: 83885

PROJECT MANAGER: Engineering Technician

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: These facilities were last painted over ten (10) years ago. The current paint is peeling and is inadequate to continue to provide protection from the elements. This is needed in order to maintain the integrity of the exterior of these older facilities. It will also enhance the appearance of these heavily utilized public facilities.

LIFE EXPECTANCY: The new paint coating is expected to last for 10 years

2007-08 STATUS: The City Council identified a unique color scheme and provided direction for overall aesthetic enhancement.

2008-09 WORK PLAN: Award painting contract and complete project. Requested funds are only an estimate. The complexity of the project and the choice of color scheme may escalate costs.

PROJECTED COMPLETION DATE: Summer 2008

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Facilities	50,000	45,661	0	0	50,000
Equipment Reserve					
One-Time Revenue	0	0	64,339		64,339
Total	\$50,000	\$45,661	\$64,339	\$0	\$114,339

Line Item Expenditures	Prior Expenses	2006-07 Expenses	2007-08 Adopted	Future Years	Total Expenditures
0610: Design	0	4,339	5,000	0	9,339
0620: Construction	0	0	105,000		105,000
Total	\$0	\$4,339	\$110,000	\$0	\$114,339

ONGOING FINANCIAL IMPACT: There will be minimal ongoing fiscal impact in maintaining the exterior paint at these facilities.

COMMUNITY FACILITIES MASTER PLAN

PROJECT DESCRIPTION: The Community Facilities Plan is a study of current and projected facility needs for selected City buildings and facilities. The purpose of the study is to gather information to assist City Council in determining facility needs, preparing budgets for facility improvements, and phasing for development. The selected facilities include City Hall, Fire Stations 51 & 52, Recreation Center, Aquatics Center, City Corporation Yard, Park Corporation Yard, Cable Television building, Senior Center, and Police Plaza. Planning will utilize services of structural, mechanical, electrical, swimming pool, design and construction cost professionals.

PROJECT NUMBER: 83704

PROJECT MANAGER: Interim Library Director

DEPARTMENT: City Manager

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The majority of City facilities are aging and in need of replacement or modernization. While studies have been done with respect to some individual facilities, there needs to be one comprehensive study that uses consistent criteria to evaluate all facilities as to their useful life and an assessment of current and future facility needs through 2025. This study would allow the City to position itself for future competitive funding opportunities, as they become available.

LIFE EXPECTANCY: The finished document should be useful as a planning tool through 2025.

2007-08 STATUS: It is proposed to change the scope of the work for the approved Library planning contract to undertake this broader planning project.

2008-09 WORK PLAN: The purpose of the study is to gather information to assist City Council in determining facility needs, preparing budgets for facility improvements, and phasing for implementation. The following facilities will be included: City Hall, Fire Stations 51 & 52, Recreation Center, Aquatics Center, City Corporation Yard, Park Corporation Yard, Cable Television building, Senior Center, and Police Plaza. In addition, material developed from previous studies for the Library will be incorporated in the recommendations. Funds are provided within the scope of work for economic analysis to ascertain if there is a higher or better use for the City-owned properties on El Camino Real.

PROJECTED COMPLETION DATE: March 2009

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
One-Time Revenue	0	0	204,000	0	204,000
Total	\$0	\$0	\$204,000	\$0	\$204,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0010: Prof. Services	0	0	204,000	0	204,000
Total	\$0	\$0	\$204,000	\$0	\$204,000

ONGOING FINANCIAL IMPACT: To be determined

CORPORATION YARD FACILITIES IMPROVEMENT PROJECT

PROJECT DESCRIPTION: The Corporation Yard does not currently have sufficient office space for managers and engineers within the Public Works Department to coordinate various ongoing operational and upcoming construction related efforts. Nor does it currently meet all ADA accessibility and gender-specific requirements. For example, the women’s bathroom does not have showers, nor are there gender-specific locker rooms. Dedicated meeting rooms are absent with general assembly areas doubling as the break/lunch areas with lockers around the room’s perimeter.

This project involves the assessment, planning, design and construction of office, exterior, and yard improvements. Physical work will include maintenance activities such as painting, HVAC adjustments, plumbing and electrical modifications, finishes rehabilitation, and similar minor work. Planning and design may include consideration of a modular building and will allow for the reconfiguration of existing space to address the building’s functional shortcomings.

PROJECT NUMBER: 84134

PROJECT MANAGER: Deputy Public Works Director **DEPARTMENT:** Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Completion of this improvement project will create a better working environment, lead to higher staff efficiencies, and bring the facility up to standard.

LIFE EXPECTANCY: 20 years.

2007-08 STATUS: Completed facility use condition survey and space assessment. Completed preliminary design. Although a strong effort was made to study various alternatives to keep construction costs low, additional funding is still required to make the necessary improvements.

2008-09 WORK PLAN: Award construction contract and complete selected renovations.

PROJECTED COMPLETION DATE: Spring 2009

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Water Capital	40,000	37,041	83,709	0	123,709
Wastewater Capital	40,000	37,041	0	0	40,000
Stormwater Capital	0	0	83,709	0	83,709
Total	\$80,000	\$74,082	\$167,418	\$0	\$247,418

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	1,418	0	0	0	1,418
0610: Design	0	4,500	6,500	0	11,000
0620: Construction	0	0	235,000	0	235,000
Total	\$1,418	\$4,500	\$241,500	\$0	\$247,418

ONGOING FINANCIAL IMPACT: By addressing the operational shortcomings of the existing Corporation Yard facility, the useful life of this aging facility can be extended.

EL CAMINO REAL PHASE I MEDIANS AND PEDESTRIAN IMPROVEMENTS PROJECT

PROJECT DESCRIPTION: Due to a dynamic funding environment and the need to expedite critical median improvements, this project includes five of the medians that were previously lumped with the Street Median and Grand Boulevard Improvements Project.

The new medians will include aesthetically pleasing vegetation watered with a low-flow drip irrigation system. In addition, this project will also provide countdown pedestrian signals with audible notification on all lighted intersections on El Camino Real as well as flashing warning lights alerting automotive traffic accessing I-380 to pedestrian traffic. Taken together, this project significantly advances the Grand Boulevard Concept for El Camino Real and was recently awarded funding from SamTrans.

PROJECT NUMBER: 83705

PROJECT MANAGER: Associate Engineer

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The project will improve the overall aesthetic and identity of San Bruno, providing residents and visitors alike an attractive appearance along the City's main transportation corridor while simultaneously enhancing pedestrian safety.

LIFE EXPECTANCY: Twenty-five (25) years.

2007-08 STATUS: Completed design and obtained Caltrans approval for design and encroachment permit. Obtained funding from SamTrans Grand Blvd. Initiative Grant. Began process of getting Caltrans authorization to proceed with construction.

2008-09 WORK PLAN: Approve funding MOU with Samtrans. Award and complete construction El Camino Real Medians Phase I and all pedestrian improvements.

PROJECTED COMPLETION DATE: October 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Samtrans GBI Grant	0	0	282,000	0	282,000
RDA Capital	87,685	0	201,321	0	289,006
Total	\$87,685	\$0	\$483,321	\$0	\$571,006

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	87,685	15,773	0	103,458
0620: Construction	0	0	467,548	0	467,548
Total	\$0	\$87,685	\$483,321	\$0	\$571,006

ONGOING FINANCIAL IMPACT: The ongoing maintenance of these medians and those to be constructed on El Camino Real is estimated at \$20,000 annually beginning in 2009 when the construction contractor's plant establishment period ends. Once completed, additional maintenance costs may need to be budgeted if the new landscape improvements are to be kept at a high level.

EMERGENCY OPERATIONS CENTER MODERNIZATION

PROJECT DESCRIPTION: This project will complete the planning, design and construction of improvements for the Emergency Operations Center (EOC) located in the basement of City Hall. This project will include upgrades to communications and provide a more functional EOC in the event of a major disaster or emergency.

PROJECT NUMBER: 83663

PROJECT MANAGER: Fire Chief

DEPARTMENT: Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Completion of this project will allow the City to operate more efficiently in the event of a major incident. The project will also meet mandated Federal and State requirements for disaster planning, mitigation, response and recovery.

LIFE EXPECTANCY: 25 years

2007-08 STATUS: Initial installation of work stations, communications room, maps, status boards, security door, and projection displays are complete. Expenditures to date have been approximately \$42,000.

2008-09 WORK PLAN: Make remaining purchases that include base radio equipment, satellite dish, cabling, digital telephones, and emergency lighting. Also included is water/food supplies for city employees. Complete communications work and place furniture, maps, worktables and computer stations in functional format. Estimated cost to complete project is \$18,550.

PROJECTED COMPLETION DATE: December 2008

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
One-Time Revenue	60,000	2,012	18,550	0	78,550
Total	\$60,000	\$2,012	\$18,550	\$0	\$78,550

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	15,278	42,710	18,550	0	78,550
Total	\$15,278	\$42,710	\$18,550	\$0	\$78,550

ONGOING FINANCIAL IMPACT: None

FIRE STATION 51 ACCESSIBILITY AND PRIVACY IMPROVEMENTS

PROJECT DESCRIPTION: This project will provide for ongoing maintenance and renovation of Fire Station 51, a building that is almost 50 years old. This specific tasks involved in this project are:

Provide hydraulic pumping and reel system for oil and fluids used in maintenance of apparatus in shop area.

Bathroom project to include: demolition and removal of existing shower and toilet stalls, removal of galvanized piping, installation of new shower and toilet stalls, installation of copper piping, installation of new sinks, faucets and shower heads, installation of ventilation fans, and painting of bathroom.

Complete design to remodel dormitory that will improve access to emergency exits, better utilize existing space to meet the needs of male and female firefighters, increase structural integrity as well as replace other interior elements and wiring that have outlived their useful life.

PROJECT NUMBER: 83308

PROJECT MANAGER: City Engineer/Fire Chief

DEPARTMENT: Public Works/Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Completion of this project will provide for improvements to the safety, hygiene and appearance of the station.

LIFE EXPECTANCY: 10 years

2007-08 STATUS: Installed hydraulic pumping and reel system for oil and fluids used in maintenance of apparatus in shop area.

2008-09 WORK PLAN: Select architect to design specified improvements. Advertise for bids, award contract and complete construction.

PROJECTED COMPLETION DATE: Fall 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Parks & Facilities	80,000	33,574	0	0	80,000
One-Time Revenue	0	0	66,426	0	66,426
Total	\$80,000	\$33,574	\$66,426	\$0	\$146,426

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	20,000	0	20,000
0620: Construction	32,157	14,269	80,000		126,426
Total	\$32,157	\$14,269	\$100,000	\$0	\$146,426

ONGOING FINANCIAL IMPACT: None

FIRE STATION 51 SEISMIC EVALUATION

PROJECT DESCRIPTION: Complete a seismic evaluation of Fire Station 51 located on El Camino Real. The evaluation would consist of structural engineering services required to determine the current structural condition of the facility related to seismic stability.

PROJECT NUMBER: 83857

PROJECT MANAGER: City Engineer/Fire Chief

DEPARTMENT: Public Works/Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will utilize the methodology contained in ASCE 31-03 "Seismic Evaluation of Existing Buildings." Evaluation shall follow the concepts for a Tier 1 screening and structural checklist and selected portions of a Tier 2 analysis. A Tier 3 analysis, which is a very detailed engineering analysis, is not recommended at this time.

Tier 1 is a screening phase, which through the use of checklists identifies deficiencies typically found in certain types of construction. This tier will provide general information regarding any deficiencies but will be of limited value in assessing costs associated with a seismic upgrade.

The selected portions of a Tier 2 analysis would analyze and evaluate each building only to the extent that critical deficiencies are identified. This analysis would then develop costs associated with a proposed seismic upgrade if required.

A fire station facility design plan completed by C3 Design Alliance in 2001 noted that the fire station is not seismically approved.

LIFE EXPECTANCY: Unknown and dependent on decisions made to replace or remodel the existing fire station.

2007-08 STATUS: Circulated RFP for seismic structural evaluation.

2008-09 WORK PLAN: Award contract for seismic structural evaluation to include a Tier 1 and partial Tier 2 structural analysis of Fire Station 51. Based on the deficiencies found, if any, then a more specific work plan would be developed. It is anticipated that the carport area at the northwest ground level of the station will need to be strengthened to provide better support for the 2nd level of the station above this area.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
One-time Revenue	20,000	19,844	0	0	20,000
Total	\$20,000	\$19,844	\$0	\$0	\$20,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0640: Study	0	156	19,844	0	20,000
Total	\$0	\$156	\$19,844	\$0	\$20,000

ONGOING FINANCIAL IMPACT: The seismic evaluation of critical infrastructure such as fire stations can provide important information for future decisions regarding these facilities.

FIRE STATION 52 ACCESSIBILITY AND PRIVACY UPGRADES

PROJECT DESCRIPTION: This project will provide for ongoing maintenance of Fire Station 52 that is over 40 years old. The specific projects included in this program are:

Minor modifications in the bathroom to provide for privacy and gender separation.

Additional bathroom remodel to upgrade shower, toilets, sinks and provide adequate space to meet ADA requirements.

Remodel of dormitory to include: configure walls to create private areas to meet needs of male and female firefighters, installation of lockers to replace 30-year old used lockers, electrical work, carpeting and painting.

PROJECT NUMBER: 83309

PROJECT MANAGER: City Engineer/Fire Chief

DEPARTMENT: Public Works/Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Completion of this project will provide for improvements to the safety, hygiene and appearance of the station.

LIFE EXPECTANCY: 10 years

2007-08 STATUS: Completed minor modifications in the bathroom to provide for privacy and gender separation.

2008-09 WORK PLAN: Design remodels of dormitory and bathroom; advertise for construction bids, award contract and complete construction.

PROJECTED COMPLETION DATE: June 2009

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Parks & Facilities	40,000	31,518	0	0	40,000
One-Time Revenue	0	0	43,482	0	43,482
Total	\$40,000	\$31,518	\$43,482	\$0	\$83,482

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	20,000	0	20,000
0620: Construction	8,281	201	55,000		63,482
Total	\$8,281	\$201	\$75,000	\$0	\$83,482

ONGOING FINANCIAL IMPACT: None

GROUNDWATER MONITORING FOR UNDERGROUND STORAGE TANKS

PROJECT DESCRIPTION: This project is an ongoing effort to provide groundwater monitoring at Fire Station 51, a mandated program of the San Mateo County Health Services Agency due to fuel leakage from an underground storage tank discovered in 1999 beneath the rear drill yard at the station. Given the information received from this ongoing monitoring program, it is possible that additional clean up efforts may be required. Due to this possibility, staff has applied for funding from the State of California Underground Storage Tank Cleanup Fund to recoup previous expenditures on this project as well as pay for any future mitigation costs.

PROJECT NUMBER: 83664

PROJECT MANAGER: Management Analyst

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Federal, State, and Local laws regulating the contamination of groundwater by leaking underground fuel storage tanks mandate this project.

LIFE EXPECTANCY: 1-5 years, may be longer dependent on contaminant levels remaining.

2007-08 STATUS: Continued groundwater and vapor monitoring. Submitted application to State EPA Groundwater Cleanup Fund for reimbursement of costs related to this project.

2008-09 WORK PLAN: Complete site characterization plan for San Mateo County Environmental Health, receive funding from State and mitigate leakage as the plan specifies.

PROJECTED COMPLETION DATE: Estimated June 30, 2010 but may continue for an unknown period based on concentrations of contaminants and mitigation efforts.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Parks & Facilities	95,000	8,365	0	0	95,000
Underground Storage Tank Clean Up Fund	0	0	86,635	513,365	600,000
Total	\$95,000	\$8,365	\$86,635	\$513,365	\$695,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	32,196	0	0	40,000	72,196
0620: Construction	35,715	7,969	8,365	560,000	612,049
0640: Study	10,755	0	0	0	10,755
Total	\$78,666	\$7,969	\$8,365	\$600,000	\$695,000

ONGOING FINANCIAL IMPACT: Dependent on monitoring and levels of contamination the project may continue for 1-5 more years.

LIBRARY FACILITY MAINTENANCE PROGRAM

PROJECT DESCRIPTION: Since 1990, necessary Library improvements and extensive building repairs have been deferred with the intent that a new Library facility would be built, resulting in serious and ongoing building deficiencies. Since current economic and local trends indicate that no new facility will be built in the foreseeable future, it has become imperative to proceed with the Library Facility Maintenance Program to address the worsening situation. Current maintenance and operational issues include, deteriorating paint, carpet, and fixtures, crumbling concrete walls, ADA compliance issues, inadequate restroom facilities, HVAC system problems, and insufficient customer service areas, public space, and staff work areas.

PROJECT NUMBER: 83708

PROJECT MANAGER: Assistant Library Services Director

DEPARTMENT: Library

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The City will continue evaluating the most cost-effective means of maintaining to operate the present facility. If a new facility is not planned for the next five years, then significant steps need to be taken in order to address life/safety issues of the physical plant and the accessibility issues, as well as the City's ability to offer quality Library services in the present facility.

LIFE EXPECTANCY: 10 years

2007-08 STATUS: Provided wayfinding signage for the Library, both exterior and interior, to meet the goal of providing self-directed service to Library customers. The signage uses commonly understood terms to help guide users to materials and services, and readily identifies the most asked for items and locations.

2008-09 WORK PLAN: Improve the functionality and access to materials in the Children's Room. The Library was last remodeled 16 years ago. With changes in technology and customer use patterns, the Library is ill-equipped to handle its current user base and substantial increases in circulation, computer use, and storytime attendance. The work plan includes replacing and reconfiguring shelving, and reorganizing collections to create public storytime, seating, and study spaces. The work plan also includes a new Children's Services desk. The public service desk was last replaced in 1992 and has become inadequate in addressing the changes in technology, material formats, and ergonomic needs. Deterioration room interior also requires the replacement of carpeting, and repainting to correct peeling paint that is a result of improper sealing of the concrete. Original wood paneling requires refurbishing, in addition to replacing window coverings, purchasing new wall and ceiling finishes, and purchasing new furniture and fixtures that have deteriorated from 16 years of constant use. It is necessary to extend electrical wiring and ethernet cable to address laptop and public PC access to the Library's wired and wireless networks.

Library management staff will continue to work with Buildings & Facilities Maintenance staff to determine what building maintenance projects will take priority for funding in 2008-09. The following additional items have been identified as needing capital funding in this and/or subsequent years: custom service desk for checkout and information services; extending electrical wiring and ethernet cable in the main reading room; replacement carpet and paint for the main room; new shelving and fixtures for the main room; refurbishing of wood paneling; replacement windows; dumbwaiter replacement; interior wall repair/replacement; additional compact-shelving systems; fire sprinkler system; renovation of the existing bathroom facilities in order to meet codes; exploring the usage of RFID technology for inventory and loss control; and technological improvements as dictated by the PLS shared automation system. Although the construction of a new facility is not likely in the near future, the need for one remains. At last estimate,

the cost of a new 42,580 square foot facility was, \$44 to \$46 million dollars assuming a March 2009 construction date. Library Management staff will continue to monitor the need so that a new building project may be proposed at such time as is appropriate.

PROJECTED COMPLETION DATE: 1-2 years

Project-Related Appropriations and Expenses:

FUNDING SOURCE	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Parks & Facilities Fund Balance	\$200,000	\$0	\$0	\$0	\$200,000
133-5510-1532 Children's Library Project*			\$184,704		\$184,704
001-5510-4435 State Library Fund*			\$390,000		\$390,000
Unidentified				\$1,625,296	\$1,625,296
Total	\$200,000	\$0	\$574,704	\$1,625,296	\$2,400,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	\$153,181	\$46,819	\$574,704	\$1,625,296	2,400,000
Total	\$153,181	\$46,819	\$574,704	\$1,625,296	\$2,400,000

ONGOING FINANCIAL IMPACT: It is anticipated that the library facility will be more consumptive of financial resources due to the age and condition of the building.

*The Children's Library Project consists of a one-time donation from the GAP Foundation to be used specifically for upgrades to the Children's Room.

*The State Library Fund consists of reimbursements made annually by the California State Library for resource sharing and Inter Library Loan cooperation. The balance represents several years of reimbursements that have been earmarked for a new or improved facility.

LIONS FIELD RENOVATION PROJECT

PROJECT DESCRIPTION: Renovations to the existing facilities at Lions Field to include new fencing throughout the facility, new player benches, new light shields, paved spectator area and dugouts, a sunscreen for the dugouts, storage shed, and soft toss area on the third base side.

PROJECT NUMBER: 83858

PROJECT MANAGER: Parks & Facilities Manager

DEPARTMENT: Parks and Recreation

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The objective of this project is to mitigate in part the loss of two baseball fields at Sandburg School and provides for much needed improvements at one of the City's most used sports facilities. The improvements will benefit numerous groups, teams and individuals in San Bruno.

LIFE EXPECTANCY: Ten (10) to fifteen (15) years, with minor improvements as required.

2007-08 STATUS: Received estimates for cost of construction improvements to Lions Field.

2008-09 WORK PLAN: Complete renovation of Lions Field baseball field.

PROJECTED COMPLETION DATE: December 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Park In Lieu Fund	27,543	27,543	22,300	0	49,843
Prop 40 Per Capita	0	0	54,457	0	54,457
Total	\$27,543	\$27,543	\$76,757	\$0	\$104,300

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	0	0	104,300	0	104,300
Total	\$0	\$0	\$104,300	\$0	\$104,300

ONGOING FINANCIAL IMPACT: The ongoing maintenance cost is not anticipated to exceed current funding levels, and may actually marginally reduce existing maintenance costs due to anticipated improvements.

PARK EQUIPMENT REPLACEMENT PROJECT

PROJECT DESCRIPTION: This project will replace park equipment and furniture at all city park facilities except for City Park – West. Some parks will receive complete play structures (age appropriate), individual play apparatus (replacement equipment), surfacing, fencing and shade structures. Where needed, ADA compliance needs will be addressed. Several parks will also get new barbecues, picnic tables, trash receptacles, and benches. Nine parks were renovated in 2005-06 and 2006-07. Park playground equipment is scheduled to be replaced at the following parks in 2008-09:

Lomita Park	7 th & Walnut Park	Herman Park
Fleetwood Park	Ponderosa Park	City Park – East
7 th Avenue Park	City Park – West	Earl & Glenview Park

PROJECT NUMBER: 83874

PROJECT MANAGER: Parks & Recreation Services Dir. **DEPARTMENT:** Parks and Recreation

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: New equipment will upgrade and supplement existing equipment and will meet the most current State mandated safety requirements. The new equipment will provide a visual improvement to each of the park sites and will ensure safe use of this equipment by park users. Collectively, these improvements will greatly enhance the community’s park playgrounds in San Bruno.

LIFE EXPECTANCY: 5-15 years or more, depending upon proper use, maintenance and upkeep. Continued vandalism and graffiti problems will lessen the life of the equipment.

2007-08 STATUS: Nine park playgrounds expected to be completed in Fall 2008.

2008-09 WORK PLAN: The work plan is divided into three groups.

- Group I: Lomita Park, City Park West, 7th Avenue
Proposed work schedule: May 14, 2008 – June 1, 2008
- Group II: City Park East, Herman Tot Lot, 7th and Walnut Park
Proposed work schedule: May 19, 2008 – June 16, 2008
- Group III: Fleetwood Park, Earl-Glenview Park, Ponderosa Park
Proposed work schedule: July 15, 2008 – July 27, 2008

PROJECTED COMPLETION DATE: Fall 2008

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Prop 12 Per Capita	330,445	0	0	0	330,445
Prop 12 RZH Block	121,561	121,561	0	0	121,561
Prop 40 Per Capita	165,797	165,543	0	0	195,797
Prop 40 RZH Block	109,262	109,262	0	0	109,262
Park in-Lieu	420,755	36,268	0	0	420,755
Private Donation	17,366	17,366	0	0	17,366
Total	\$1,319,431	\$450,000	\$0	\$0	\$1,319,431

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Equipment	70,000	0	0	0	70,000
0620: Construction	644,050	1,136	450,000	0	1,095,186
Total	\$714,050	\$1,136	\$450,000	\$0	\$1,165,186

ONGOING FINANCIAL IMPACT: Replacement of existing equipment. No additional fiscal impact anticipated.

SAN BRUNO AVENUE MEDIANS IMPROVEMENT PROJECT

PROJECT DESCRIPTION: This project will install or upgrade new landscaping and add irrigation systems to medians on San Bruno Avenue from Skyline to I-280. The improvements will include clearing out old and dead plant materials, and installing drip irrigation systems and new landscaping to provide an improved appearance that will also serve to promote a sense of identity in San Bruno.

The work is planned to be consistent with the grant applications related to major housing projects. Improvements to the upper San Bruno Avenue medians are the result of agreements between Skycrest and Glenview Terrace developers and the City.

PROJECT NUMBER: 83887

PROJECT MANAGER: Associate Engineer

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The project is intended to improve the overall aesthetic and identity of San Bruno, providing residents and visitors alike an attractive appearance in the main city transportation corridor.

LIFE EXPECTANCY: Approximately 30 years

2007-08 STATUS: Completed median design, awarded construction contract and began construction.

2008-09 WORK PLAN: Complete construction, final accounting and project closeout.

PROJECTED COMPLETION DATE: July 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
RDA Capital	100,000	100,000	0	0	100,000
Parks and Facilities	13,300	13,300	0		13,300
One-Time Revenue	221,400	221,400	0		221,400
Developer Contrib.	225,000	62,376	0	0	225,000
Total	\$559,700	\$397,076	\$0	\$0	\$559,700

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	3,778	0	0	3,778
0620: Construction	0	158,846	397,076	0	555,922
Total	\$0	\$162,624	\$397,076	\$0	\$559,700

ONGOING FINANCIAL IMPACT: The ongoing maintenance of these medians and those to be constructed on El Camino Real is estimated at \$20,000 annually beginning in 2009 when the construction contractor's plant establishment period ends. Once completed, additional maintenance costs may need to be budgeted if the new landscape improvements are to be kept at a high level.

SENIOR CENTER EMERGENCY POWER SUPPLY GENERATOR

PROJECT DESCRIPTION: This project will purchase a portable standby diesel engine generator to provide a back-up source of electrical power to the Senior Center. Transfer switching equipment will be installed at the Senior Center and at the Recreation Center.

The Senior Center is used for City Council meetings and other public meetings, and provides educational, entertainment, and cooking facilities. Both buildings are key shelter facilities in the City's emergency response planning, yet neither currently has an emergency power supply source. Occasional power outages such as those experienced during winter storms can extend for several hours and create a hazardous situation for City patrons, many of whom are senior citizens. Emergency power for the Senior Center is a high priority for City Council. This portable generator can be moved between the Senior Center and the Recreation Center, increasing the flexibility in use of the generator equipment.

PROJECT NUMBER: 83883

PROJECT MANAGER: Associate Engineer

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The purpose of this project is to enhance public safety and continued operation of the Senior Center during occasional power outages and to provide an essential power source for both buildings as emergency response facilities.

LIFE EXPECTANCY: 20+ years

2007-08 STATUS: Completed installation of transfer switching equipment at Senior Center and Recreation Center. Prepared and solicited for purchase of two generators.

2008-09 WORK PLAN: Procure and install generators. Final accounting and project closeout.

PROJECTED COMPLETION DATE: October 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Facilities	160,000	93,862	0	0	160,000
Equipment Reserve					
Total	\$160,000	\$93,862	\$0	\$0	\$160,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	25,978	0	0	0	25,978
0620: Construction	0	40,160	93,862	0	134,022
Total	\$25,978	\$40,160	\$93,862	\$0	\$160,000

ONGOING FINANCIAL IMPACT: Minimal, other than regular maintenance and periodic testing.

SENIOR CENTER INTERIOR AND EXTERIOR REPAIRS

PROJECT DESCRIPTION: Recurring leaking of the current Senior Center roofs had caused water damage and molding to the interior walls of the Senior Center. The project will include removal and replacement of the existing four flat tar and gravel roof surfaces. In addition, striping, treating, repairing, and repainting the interior walls; sanding, priming, and treating the exterior walls and trellises; and repairing, sanding, and sealing all wooden areas. Areas requiring repainting include the kitchen, main meeting hall, billiard room, crafts room, restrooms, outside doors, and wooden trellis'.

PROJECT NUMBER: 83701

PROJECT MANAGER: Facilities Manager

DEPARTMENT: Parks & Recreation

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The leakage for the last 10 years had caused damage to walls in various locations. The exterior areas, such as the trellis and wooden deck, needs resurfacing and repair to mitigate additional deterioration.

LIFE EXPECTANCY: The expected life of the new roof is 15 years, 8 years for painting, and 20 years for the resurfacing of the wooden deck.

2007-08 STATUS: None

2008-09 WORK PLAN: Initiate and complete construction.

PROJECTED COMPLETION DATE:

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
One-Time Revenue	0	0	41,840	0	41,840
Total	\$0	\$0	\$41,840	\$0	\$41,840

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	0	0	41,840	0	41,840
Total	\$0	\$0	\$41,840	\$0	\$41,840

ONGOING FINANCIAL IMPACT: Unidentified.

SENIOR CENTER PARTITION REPLACEMENT PROJECT

PROJECT DESCRIPTION: Replacement of the existing partitions in the Senior Center multipurpose room that are deteriorating due to age and wear. The project will include removal and replacement of the existing large wall partitions with a newer technology partition system. The existing partitions were originally installed in 1987 during initial building construction. They are fabricated from wood and sheet rock and these materials have worn out over time and cannot be refurbished. The existing partitions require constant repair and often do not function properly. With continual use they could pose an increased liability to City staff and the public.

PROJECT NUMBER: 83886

PROJECT MANAGER: Principal Engineer

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The Senior Center is a high use facility that is used for both recreational purposes as well as the main public meeting facility for the City.

LIFE EXPECTANCY: The new partitions systems have a life expectancy of 20 years

2007-08 STATUS: Completed design and bid package; awarded construction contract.

2008-09 WORK PLAN: Initiate and complete construction.

PROJECTED COMPLETION DATE: September 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Park In-Lieu Fund	35,000	30,000	0	0	35,000
Senior Advisory Board Trust Fund	30,000	30,000	0	0	30,000
Total	\$65,000	\$60,000	\$0	\$0	\$65,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	5,000	0	0	5,000
0620: Construction	0	0	60,000	0	60,000
Total	\$0	\$5,000	\$60,000	\$0	\$65,000

ONGOING FINANCIAL IMPACT: The new partition system will require annual maintenance expected to cost \$500 per year.

STREET MEDIAN & GRAND BOULEVARD IMPROVEMENTS PROJECT

PROJECT DESCRIPTION: This project will install or upgrade new landscaping and add irrigation systems to 11 medians located on El Camino Real between the north and south entrances to the City. The remaining 5 medians will be installed under the El Camino Real Medians Phase I and Pedestrian Improvements Project.

Any improvements to the El Camino Real medians will incorporate the planning efforts for the County's Grand Boulevard project. The Grand Boulevard project seeks to ease dependence on personal automobile use through more appealing and pedestrian-friendly street environments and facilities promoting walk-able connections to public transit. Improved medians, enhanced plantings, street furniture and signage, and other street landscape elements are planned for the project in the future. The work is planned to be consistent with the grant applications related to major housing projects.

Grant funds have been awarded for completion of this project through the Transit Oriented Development funding program administered by the San Mateo City-County Association of Governments (C-CAG). Additional funding will be provided through the Redevelopment Agency to complete the project.

PROJECT NUMBER: 83904

PROJECT MANAGER: Associate Engineer

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The project is intended to improve the overall aesthetic and identity of San Bruno, providing residents and visitors alike an attractive appearance in the main city transportation corridor.

LIFE EXPECTANCY: Approximately thirty (30) years

2007-08 STATUS: Work on this project has been placed on hold until the design and construction of the El Camino Real Medians Phase I and Pedestrian Improvements Project has concluded.

2008-09 WORK PLAN: Begin and Complete design for the remaining 11 medians. Construct the following year.

PROJECTED COMPLETION DATE: October 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
TOD Grant	679,472	679,472	0	0	679,472
RDA Capital	69,676	0	140,000	0	209,676
Total	\$749,148	\$679,472	\$140,000	\$0	\$889,148

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	69,676	0	140,000	0	209,676
0620: Construction	0	0	0	679,472	679,472
Total	\$69,676	\$0	\$140,000	\$679,472	\$889,148

ONGOING FINANCIAL IMPACT: The ongoing maintenance of all El Camino Real medians and those recently constructed on San Bruno Ave. is estimated at \$20,000 annually beginning in 2009 when the construction contractor's plant establishment period ends. Once completed, additional maintenance costs may need to be budgeted if the new landscape improvements are to be kept at a high level.

WILDLAND FIRE HAZARD MITIGATION PLAN

PROJECT DESCRIPTION: This project is designed to identify and mitigate the hazards associated with vegetation and wildland fires in City open space areas.

The development of a vegetation management program will include the clearing or thinning of non-fire-resistant vegetation within 30 feet of access and evacuation routes to critical facilities. The program will also include clearing or thinning non-native species such as eucalyptus. Coordination between the Fire Department and Parks Department will be provided for ongoing maintenance of open space areas after initial clearing or thinning is completed.

PROJECT NUMBER: 83859

PROJECT MANAGER: Fire Chief

DEPARTMENT: Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The level of vegetation in open space areas, especially around Crestmoor Canyon, continues to grow each year. This situation becomes worse in years when rainfall amounts are low and drought conditions are present. By addressing the situation in a proactive manner the city lessens the chances of a catastrophic fire.

LIFE EXPECTANCY: Ongoing

2007-08 STATUS: Initial survey conducted to identify priority projects. Top five projects identified and scheduled. Fire and Parks personnel trained as crew supervisors as per agreement with program. Project work schedules initiated in May 2008. Completion of top five projects should be completed by June 30, 2008.

2008-09 WORK PLAN: The work plan for the 2008-09 fiscal year would focus on the reduction of vegetation fuel levels in the open space areas throughout the city boundaries. Plans include the creation of defensible space of at least 30 feet between the open space and homes by clearing and thinning trees and ground cover. The fire department would work with San Mateo County FireSafe for low cost resources to complete this work. This proposal would also include entering agreements with contractors to perform more extensive tree thinning/removal to lessen fire load. The work plan would also include the initiation of a maintenance program to keep the defensible space intact. For 2008-09, we are requesting \$50,000 to expand the project effectiveness and lower the fire threat.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
One-Time Revenue	30,000	30,000	50,000	520,000	600,000
Total	\$30,000	\$30,000	\$50,000	\$520,000	\$600,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0010: Prof. Services	0	0	80,000	520,000	600,000
Total	\$0	\$0	\$80,000	\$520,000	\$600,000

ONGOING FINANCIAL IMPACT: None

2009-13 CAPITAL IMPROVEMENT PROGRAM

PROJECT DESCRIPTIONS

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CUSTOMER SERVICE AND SAFETY IMPROVEMENTS AT CITY HALL

PROJECT DESCRIPTION:

This project will review architectural features, the general layout, and necessary safety and security measures at City Hall for improvements to enhance customer service. There are under utilized spaces and layout for functions that could be improved. High levels of customer traffic occur at the Finance Department and Community Development Department counters.

In addition, customer waiting areas are limited. In order to better ensure facility security and support high quality customer services, review and some limited changes and improvements will be implemented.

PROJECT MANAGER: Parks & Facilities Manager

DEPARTMENT: Parks and Recreation

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The priority is for providing excellent customer service and to assure customer and staff security in this public facility.

LIFE EXPECTANCY: Remaining life span of City Hall

PROJECTED PROJECT START DATE: 2009-10

PROJECTED COMPLETION DATE: June 2010

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

FUNDING SOURCE	Total Project Cost
Unidentified	250,000
Total	\$250,000

ONGOING FINANCIAL IMPACT: Improvements should not increase utility and maintenance costs.

FIRE STATION 51 REPLACEMENT

PROJECT DESCRIPTION: Replacement of Fire Station 51 on El Camino Real. This facility is approaching 50 years of age and does not meet the current and projected operational needs of the department.

PROJECT MANAGER: Fire Chief

DEPARTMENT: Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will make available the necessary space and facilities to provide fire, rescue, emergency medical and disaster preparedness services to the City in a safe and efficient manner. Currently this facility does not meet ADA requirements, does not meet the needs of housing male and female firefighters and is not seismically approved. A fire station facility design plan was completed by C3 Design Alliance in 2001 that included parameters for replacement of the fire station.

LIFE EXPECTANCY: 50 years

PROJECTED PROJECT START DATE: Unidentified

PROJECTED PROJECT COMPLETION DATE: Unidentified

PROJECT-RELATED APPROPRIATIONS:

FUNDING SOURCE	Future Year Request	Total Project Cost
General Fund	\$7,000,000	\$7,000,000
Total	\$7,000,000	\$7,000,000

ONGOING FINANCIAL IMPACT: Construction costs continue to rise and consideration must be made for the cost of ongoing maintenance projects at the current facility.

FIRE STATION 52 RE-ROOFING PROJECT

PROJECT DESCRIPTION: This project will provide for a new roof at Fire Station 52 to replace the current roof that was installed in 1980.

PROJECT MANAGER: City Engineer/Fire Chief **DEPARTMENT:** Public Works/Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Completion of this project will provide for improvements to the safety, hygiene and appearance of the station.

LIFE EXPECTANCY: 25 years

2006-07 STATUS: New project

2007-2008 WORK PLAN: Replacement of the existing tar and gravel roof has been monitored over the past three years, but action has not been taken for two reasons. First, although old, the roof has not been leaking. Secondly, due to budget constraints the project has been put on hold. In 2004, three contractors evaluated the roof and bids were received. Each of these contractors recommended the roof be replaced at that time. The current roof is in fair to poor condition and new roofing materials will provide better heating and cooling insulation properties, as well as prevent leaks that could cause damage.

PROJECTED PROJECT START DATE: 2010

PROJECTED PROJECT COMPLETION DATE: 2011

PROJECT-RELATED APPROPRIATIONS:

FUNDING SOURCE	Future Year Request	Total Project Cost
Unidentified	\$40,000	\$40,000
Total	\$40,000	\$40,000

ONGOING FINANCIAL IMPACT: None

FIRE STATION 52 REPLACEMENT

PROJECT DESCRIPTION: Replacement of Fire Station 52 on Earl Avenue at Sneath Lane. This facility is approaching 40 years of age and does not meet the current and projected operational needs of the department.

PROJECT MANAGER: Fire Chief

DEPARTMENT: Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will make available the necessary space and facilities to provide fire, rescue and emergency medical services to the City in a safe and efficient manner. Currently this facility does not meet ADA requirements, does not meet the needs of housing male and female firefighters and is not seismically approved. A fire station facility design plan was completed by C3 Design Alliance in 2001 that included parameters for replacement of the fire station.

LIFE EXPECTANCY: 50 years

PROJECTED PROJECT START DATE: Unidentified

PROJECTED PROJECT COMPLETION DATE: Unidentified

PROJECT-RELATED APPROPRIATIONS:

FUNDING SOURCE	Future Year Request	Total Project Cost
General Fund	\$3,000,000	\$3,000,000
Total	\$3,000,000	\$3,000,000

ONGOING FINANCIAL IMPACT: Construction costs continue to rise and consideration must be made for the cost of ongoing maintenance projects at the current facility.

FIRE STATION 52 SEISMIC EVALUATION

PROJECT DESCRIPTION: Complete a seismic evaluation of Fire Station 52 located at Sneath Lane and Earl Avenue. The evaluation would consist of structural engineering services required to determine the current structural condition of the facility related to seismic stability.

PROJECT MANAGER: Fire Chief

DEPARTMENT: Fire

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will utilize the methodology contained in ASCE 31-03 "Seismic Evaluation of Existing Buildings." Evaluation shall follow the concepts for a Tier 1 screening and structural checklist and selected portions of a Tier 2 analysis. A Tier 3 analysis, which is a very detailed engineering analysis, is not recommended at this time.

Tier 1 is a screening phase, which through the use of checklists identifies deficiencies typically found in certain types of construction. This tier will provide general information regarding any deficiencies but will be of limited value in assessing costs associated with a seismic upgrade.

The selected portions of a Tier 2 analysis would analyze and evaluate each building only to the extent that critical deficiencies are identified. This analysis would then develop costs associated with a proposed seismic upgrade if required.

A fire station facility design plan completed by C3 Design Alliance in 2001 noted that the fire station is not seismically approved.

LIFE EXPECTANCY: Unknown and dependent on decisions made to replace or remodel the existing fire station.

PROJECTED PROJECT START DATE: 2009-10

PROJECTED PROJECT COMPLETION DATE: June 2010

PROJECT-RELATED APPROPRIATIONS:

FUNDING SOURCE	Future Year Request	Total Project Cost
General Fund	\$10,000	\$10,000
Total	\$10,000	\$10,000

ONGOING FINANCIAL IMPACT: The seismic evaluation of critical infrastructure such as fire stations can provide important information for future decisions regarding these facilities.

NEW CORPORATION YARD FACILITY PROJECT

PROJECT DESCRIPTION: A needs assessment has identified shortfalls and accompanying remedies for the Corporation Yard Facility. This project would fund the design and construction of a combined corporation yard facility that would house the offices and equipment of all the Public Works Maintenance and Operations Divisions at one location, including the possibility for additionally accommodating Parks Maintenance and/or Cable TV Maintenance crews.

Additional materials, equipment and vehicles in Public Works authorized as part of the City's ongoing Utility Improvement Program since 1996 have resulted in severe overcrowding and outside storage of expensive equipment. Several needs are apparent: utility vehicle parking is minimal; employee parking is insufficient; and increased material inventories of all Divisions have displaced covered parking of the utility trucks, which will accelerate the deterioration of the vehicles now being stored outdoors; a significant inventory of valves, fittings and meters must be stored out-of-doors where weather can cause deterioration.

The cost for this project ranges from \$2.5 to \$8.8 million depending upon site selection and the size of operations being co-located. It is anticipated that the preferred alternative will be financed by lease-purchase or through another form of debt financing.

PROJECT MANAGER: Public Works Director

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: City's image and appearance will be enhanced by closing the existing facility unsuitably located in a residential area. Efficiency and economy of Public Works operations will increase, as will customer service.

LIFE EXPECTANCY: 50 years

PROJECTED PROJECT START DATE: Unidentified

PROJECTED PROJECT COMPLETION DATE: Unidentified

PROJECT-RELATED APPROPRIATIONS:

FUNDING SOURCE	Total Project Cost
Unidentified	5,500,000
Total	\$5,500,000

ONGOING FINANCIAL IMPACT: Cost of maintenance and utilities will be offset by closure of existing facilities. Proceeds of sale and development of existing corporation yard parcel could be substantial.

NEW SWIMMING POOL COMPLEX PROJECT

PROJECT DESCRIPTION: The current swimming pool facility located in San Bruno City Park is nearly 50 years old and has required significant and ongoing repairs to keep it operating for the past six years. In 2002, the City hired ARCH PAC, a public swimming pool architect and consult to conduct a pool facility structural assessment and to perform a public needs outreach effort to determine the need for a future replacement pool facility. The structural assessment determined that the pool is beyond its reasonable life expectancy of 30-40 years. The public outreach effort was conducted through a series of public workshops lead by the consultant. As a result, a combination indoor and outdoor facility was the recommended options preferred by the community. The consultants' estimated cost for this type of facility is \$3.2 to \$4 million, depending upon the final amenities selected. A reduced scope pool facility could be constructed for less than this estimate if replaced by an outdoor pool only.

PROJECT MANAGER: Parks & Recreation Services Dir. **DEPARTMENT:** Parks and Recreation

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: New pool will replace existing pool, which is approaching 50 years old. A 2002 comprehensive pool assessment study determined that the pool has exceeded its normal life expectancy.

LIFE EXPECTANCY: 50 years

PROJECTED PROJECT START DATE: Unidentified until funding can be identified and secured.

PROJECTED PROJECT COMPLETION DATE: Approximately 12–15 months once construction has begun

PROJECT-RELATED APPROPRIATIONS: Existing state grant funds are not sufficient. If the Parks for the Future Sales Tax Measure were successful in November 2006, one options available would be to bond future park sales tax funds to construct a new pool facility. Another options may be to use future Park-in-Lieu funds.

FUNDING SOURCE	Total Project Cost
Unidentified	4,400,000
Total	\$4,400,000

ONGOING FINANCIAL IMPACT: Unidentified

RECREATION CENTER REPLACEMENT PROJECT

PROJECT DESCRIPTION: The current Veterans Memorial Recreation Center was constructed in 1955. The facility has been updated numerous times through remodeling projects but needs to be expanded to meet current and future community needs.

PROJECT MANAGER: Parks & Recreation Services Dir. **DEPARTMENT:** Parks and Recreation

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Existing recreation center is almost 50 years old. While it will remain serviceable in the future, a new modern recreation center that meets the community's recreation needs now and in the future needs to be built.

LIFE EXPECTANCY: 50 Years

PROJECTED PROJECT START DATE: Unidentified

PROJECTED PROJECT COMPLETION DATE: Unidentified

PROJECT-RELATED APPROPRIATIONS:

FUNDING SOURCE	Total Project Cost
Unidentified	7,500,000
Total	\$7,500,000

ONGOING FINANCIAL IMPACT: Unidentified

SENIOR CENTER EXPANSION PROJECT

PROJECT DESCRIPTION: The Senior Center is conducting a community assessment process for determining future Senior Center facility needs for the next 20 years. The proposed process includes the development of a community-driven strategic plan. Previous visioning for expansion of the existing Senior Center was based upon expansion of approximately 10,000 square feet of additional facility space. Until the completion and review of the strategic planning efforts, the City will continue to use the proposed 10,000 square foot expansion as a placeholder number.

PROJECT MANAGER: Parks & Facilities Manager

DEPARTMENT: Parks and Recreation

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The project would expand the existing Senior Center by approximately 10,000 square feet and provide for new furnishings associated with expansion. Project costs include design, construction and new furniture.

LIFE EXPECTANCY: 50 years

PROJECTED PROJECT START DATE: Unidentified

PROJECTED PROJECT COMPLETION DATE: Unidentified

PROJECT-RELATED APPROPRIATIONS:

FUNDING SOURCE	Total Project Cost
Unidentified	3,750,000
Total	\$3,750,000

ONGOING FINANCIAL IMPACT: Unidentified

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REDEVELOPMENT CAPITAL

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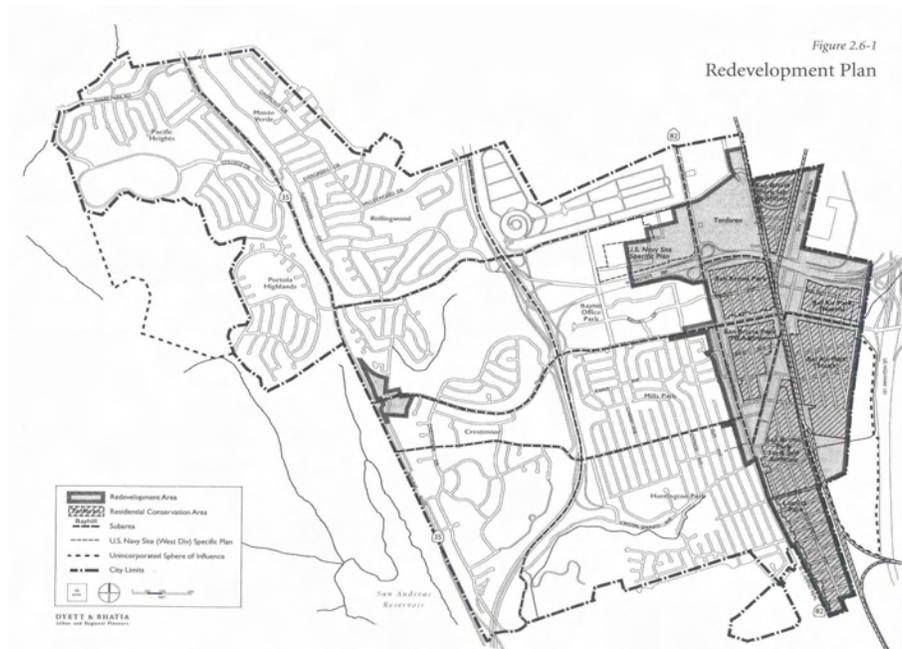
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**REDEVELOPMENT CAPITAL
SUMMARIES**
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2008-09 REDEVELOPMENT CAPITAL IMPROVEMENT PROGRAM

The Redevelopment Capital Fund supports capital improvement projects within the City's Redevelopment Area, which are identified in the San Bruno Redevelopment Plan and Five-Year Implementation Plan. The 717-acre Redevelopment Project Area includes most of the San Bruno Park, Belle Air Park, and Lomita Park residential neighborhoods, as well as downtown, the El Camino Real commercial corridor, the Shops at Tanforan, the former U.S. Navy site, and the Skycrest Center and adjacent properties. The San Bruno Redevelopment Plan was adopted in 1999 to alleviate adverse physical and economic conditions in the Project Area and to promote economic development, residential neighborhood conservation, and area wide improvements. The funding source for the Redevelopment Capital Fund is the non-restricted portion of redevelopment tax increment revenues.



PROJECTS WITH PROGRESS IN 2008-09 WORK PLAN Commercial Building Rehabilitation Program

2008-09 REDEVELOPMENT WORK PROGRAM FINANCIAL SUMMARY

Project	Carry-Over Appropriations	2008-09 Funding Source
		RDA Capital
Commercial Building Rehabilitation Program	115,050	100,000
TOTAL	\$115,050	\$100,000

**2008-09 REDEVELOPMENT CAPITAL IMPROVEMENT FUND
CASH SHEET**

	2007-08 Budget	2007-08 Est. Actual	2008-09 Adopted
Beginning Balance, July 1	\$337,413	\$97,413	\$47,198
Revenues			
Transfers In: RDA Operations	55,000	175,000	800,000
Total Revenues	55,000	175,000	800,000
Expenses			
Capital Improvement Program Expenses	214,250	98,293	215,000
Transfers Out:			
Parks and Facilities Capital	112,934	112,934	381,826
Streets Capital	5,000	5,000	240,000
Technology Capital	8,988	8,988	0
Total Expenses	341,172	225,215	836,826
Ending Balance, June 30	\$51,241	\$47,198	\$10,372

**REDEVELOPMENT CAPITAL
FIVE-YEAR PROGRAM**

2008-09 CAPITAL PROJECTS

Commercial Building Rehabilitation Program

2009-13 CAPITAL PROJECTS

Pedestrian Bridge

**REDEVELOPMENT CAPITAL 2008-13 WORK PROGRAM
FUNDING SUMMARY**

Project	Total Project Cost	Prior Years Funding	2008-09	2009-10	2010-11	2011-12	2012-13	Unidentified Funding Year
Redevelopment Capital								
Commercial Building Rehabilitation Program	767,000	367,000	100,000	300,000	0	0	0	0
Pedestrian Bridge	750,000	0	0	0	0	0	0	750,000
TOTAL	\$1,517,000	\$367,000	\$100,000	\$300,000	\$0	\$0	\$0	\$750,000

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**REDEVELOPMENT CAPITAL
CAPITAL PROJECTS**
(INSERT DIVIDER)

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COMMERCIAL BUILDING REHABILITATION PROGRAM

PROJECT DESCRIPTION: The Commercial Building Rehabilitation Program assists property owners and business owners with the physical revitalization of commercial buildings through matching grants for façade improvements such as paint, signs, and awnings. All commercial buildings located within the San Bruno Redevelopment Project Area are eligible to apply for this program. The grant amount is 50% of the façade improvement cost up to a maximum based on the size of the building facade, plus 10% of the grant amount for design costs. Reimbursement occurs after completion of the project with final building and planning approvals and confirmation by the Redevelopment Agency that the work meets the plans and specifications approved by the Architectural Review Committee.

PROJECT NUMBER: 83909

PROJECT MANAGER: Housing and Redevelopment Manager

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The Commercial Building Rehabilitation Program encourages the renovation of aging and deteriorated buildings to enhance the community’s appearance and to promote an improved shopping environment. Improving the image and quality of commercial districts also benefits surrounding neighborhoods and contributes to the City’s overall economic vitality.

LIFE EXPECTANCY: 10 years

2007-08 STATUS: Four façade projects were completed and two new projects were approved by the Architectural Review Committee in 2007-08. Five projects were in progress at the end of the fiscal year.

2008-09 WORK PLAN: Complete projects in progress and continue outreach efforts in with a goal of three to four new applications.

PROJECTED COMPLETION DATE: Ongoing. The program is part of a long-term effort to promote economic development and improve the shopping environment in the Redevelopment Project Area.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
RDA Capital	\$367,000	\$115,050	\$100,000	\$300,000	\$767,000
Total	\$367,000	\$115,050	\$100,000	\$300,000	\$767,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0411: Other Service	\$172,800	\$79,200	\$215,000	\$300,000	\$767,000
Total	\$172,800	\$79,200	\$215,000	\$300,000	\$767,000

ONGOING FINANCIAL IMPACT: This program does not require ongoing maintenance costs since it is a one-time grant of funds to property owners.

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2009-13 CAPITAL IMPROVEMENT PROGRAM

PROJECT DESCRIPTIONS

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PEDESTRIAN BRIDGE

PROJECT DESCRIPTION: This project provides for the design and construction of a pedestrian bridge over El Camino Real connecting The Crossing with the Shops at Tanforan. To properly connect the bridge on the eastern side with the Shops at Tanforan, it may be necessary to have another retail anchor or structure on the shopping center's site adjacent to El Camino Real. The bridge would be subject to review and approval of CalTrans. Grant funds may be available to help finance this project, however grant funding cannot be identified until the timing for this project is more certain.

PROJECT MANAGER: Housing & Redevelopment Manager

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The bridge will serve residents of The Crossing and San Bruno residents crossing El Camino Real to access the BART Station, The Shops at Tanforan and the multi-screen cinema. The second level pedestrian bridge crossing enhances the transit-oriented development under construction at the 20-acre Crossing mixed use development, facilitating safe pedestrian access to the shopping center and to San Bruno BART Station on Huntington Avenue.

LIFE EXPECTANCY: 30 years.

PROJECTED PROJECT START DATE: Unidentified

PROJECTED PROJECT COMPLETION DATE: Unidentified

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Unidentified	750,000
Total	\$750,000

ONGOING FINANCIAL IMPACT: Minimal, other than routine maintenance.

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STREETS CAPITAL
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**STREETS CAPITAL
SUMMARIES**
(INSERT DIVIDER)

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2008-09 STREETS CAPITAL IMPROVEMENT PROGRAM

The Street Capital Improvement Fund provides for improvements to the streets and roadways within the City. A total of 88 miles of roadway are maintained and improvements generally depend on utilizing a variety of funding sources, which include Measure A Funds, Gas Tax, Federal and state grants, and developer mitigation fees for major projects. The Streets Capital Improvement Program is designed to protect, preserve, and enhance the streets and roadways. The goal is to improve and/or replace existing design, condition, and capacity of the roadway infrastructure.

NEW PROJECTS IN 2008-09 WORK PLAN

- Accessible Pedestrian Ramps at Various Locations
- Traffic Signal Battery Backup Installation Project

PROJECTS WITH PROGRESS IN 2008-09 WORK PLAN

- Arterial Street Rehabilitation Project and Surface Transportation Program
- Bicycle and Pedestrian Improvement Program
- Neighborhood Traffic-Calming Program
- School Crosswalk Refurbishment Project
- Sidewalk Repair Program
- Signal at San Bruno Avenue and Shelter Creek Project
- Sneath Bicycle Lane between El Camino Real and Huntington Avenue
- Street Rehabilitation Program
- Streetlight Replacement Study

**2008-09 STREETS WORK PROGRAM
FINANCIAL SUMMARY**

Project	Carry-Over Appropriations				
		Grants	Homeowner Participation	Measure A	RDA Capital
Accessible Pedestrian Ramps at Various Locations	0				25,000
Arterial Street Rehabilitation Project Surface Transportation Program	309,120				
Bicycle & Pedestrian Improvement Program	4,500	9,000			15,000
Neighborhood Traffic-Calming Program	92,154				
School Crosswalk Refurbishment Project	14,460				
Sidewalk Repair Program	222,016		20,000		
Signal at San Bruno Avenue and Shelter Creek Project	376,067			16,933	
Sneath Lane Bicycle Lane between El Camino Real and Huntington Avenue	38,000	32,500			
Street Rehabilitation Project	1,164,000			500,000	200,000
Streetlight Replacement Study	20,000				
Traffic Signal Battery Backup Installation Project	0			160,000	
Total	\$2,240,317	\$41,500	\$20,000	\$676,933	\$240,000

**STREETS CAPITAL FUND
CASH SHEET**

	2007-08 Budget	2007-08 Est. Actual	2008-09 Adopted
Beginning Balance, July 1	\$1,617,247	\$1,797,350	\$1,081,156
Revenues			
PG&E Reimbursement	400,000	439,000	0
Homeowner Reimbursement	0	0	20,000
Transfers In			
Gas Tax	20,000	20,000	0
Measure A	900,464	900,464	676,933
ABAG Grant	10,000	0	10,000
Safe Routes to Schools Grant	58,500	0	58,500
STP Grant	745,000	0	745,000
Other Grants	20,000	0	46,500
Proposition 1B	400,000	677,873	0
Redevelopment Capital	5,000	5,000	240,000
Total Revenues	<u>2,558,964</u>	<u>2,042,337</u>	<u>1,796,933</u>
Expenses			
Capital Improvement Program Expenses	4,137,028	2,758,531	2,870,976
Total Expenses	<u>4,137,028</u>	<u>2,758,531</u>	<u>2,870,976</u>
Ending Balance, June 30	<u>\$39,183</u>	<u>\$1,081,156</u>	<u>\$7,113</u>

**STREETS CAPITAL
FIVE-YEAR PROGRAM**

2009-13 CAPITAL PROJECTS

Arterial Street Rehabilitation Project Surface Transportation Program
Neighborhood Traffic-Calming Program
San Mateo County Comprehensive Bicycle Route Plan
School Crosswalk Refurbishment Project
Sidewalk Repair Program
Signal at San Bruno Avenue and Shelter Creek Project
Sneath Lane Bicycle Lane between El Camino Real and Huntington Avenue
Streetlight Replacement Study
Street Rehabilitation Program

**STREETS CAPITAL 2008-13 WORK PROGRAM
FUNDING SUMMARY**

Project	Total Project Cost	Prior Years Funding	2008-09	2009-10	2010-11	2011-12	2012-13	Unidentified Funding Year
Streets Capital								
Accessible Pedestrian Ramps at Various Locations	125,000	0	25,000	100,000	0	0	0	0
Arterial Street Rehabilitation Project and Surface Transportation Program	2,187,000	2,187,000	0	0	0	0	0	0
Bicycle and Pedestrian Improvement Program	169,000	5,000	24,000	40,000	50,000	50,000		
Neighborhood Traffic-Calming Program	190,000	190,000	0	0	0	0	0	0
School Crosswalk Refurbishment Project	65,000	65,000	0	0	0	0	0	0
Sidewalk Repair Program	1,535,973	360,000	20,000	289,000	289,000	289,000	288,973	
Signal at San Bruno Avenue and Shelter Creek Project	476,297	459,364	16,933	0	0	0	0	0
Sneath Lane Bicycle Lane between El Camino Real and Huntington Avenue	75,500	43,000	32,500	0	0	0	0	0
Street Rehabilitation Program	4,679,000	1,179,000	700,000	700,000	700,000	700,000	700,000	
Streetlight Replacement Study	20,000	20,000	0	0	0	0	0	0
Traffic Signal Battery Backup Installation Project	320,000	0	160,000	160,000	0	0	0	0
Total	\$9,842,770	\$4,508,364	\$978,433	\$1,289,000	\$1,039,000	\$1,039,000	\$988,973	\$0

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**STREET CAPITAL
CAPITAL PROJECTS**
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ACCESSIBLE PEDESTRIAN RAMPS AT VARIOUS LOCATIONS

PROJECT DESCRIPTION: The State of California has revised the standard designation for accessible curb ramps to more fully comply the Americans with Disabilities Act, including new standards to provide for handicap-accessible ramps with yellow truncated dome tactile pads. This project will fund an effort to identify the number of locations requiring improvements, creating a priority listing and construct the ramps. Staff will seek grant funding where appropriate to help offset cost of construction.

PROJECT NUMBER: 82702

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Completion of this project will significantly improve pedestrian access and aesthetics throughout the City.

LIFE EXPECTANCY: 50 years.

2007-08 STATUS: New project.

2008-09 WORK PLAN: Conduct a survey of intersections with in-house and part-time forces to develop priority list. Complete design of specified intersections to initiate construction the following year.

PROJECTED COMPLETION DATE: June 2010.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
RDA	\$0	\$0	25,000	0	25,000
Unidentified	0	0	0	100,000	100,000
Total	\$0	\$0	\$25,000	\$100,000	\$125,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-design	0	0	15,000	0	15,000
0610: Design	0	0	10,000	0	10,000
0620: Construction	0	0	0	100,000	100,000
Total	\$0	\$0	\$25,000	\$100,000	\$125,000

Ongoing Financial Impact: Minimal.

ARTERIAL STREET REHABILITATION PROJECT SURFACE TRANSPORTATION PROGRAM (STP)

PROJECT DESCRIPTION: This project involves an asphalt overlay and/or dig-out repair on major City arterials roadways identified on the Federal Functional Classification Map. The following qualifying streets in poor to very poor condition are included in the project:

- Cherry Avenue from San Bruno Avenue to Sneath Lane
- San Bruno Avenue from El Camino Real to Skyline Boulevard
- Crystal Springs Road from El Camino Real to Donner Avenue
- San Mateo Avenue from Hermosa Street to Tanforan Avenue
- City Park Way from Crystal Springs Road to Portola Way
- Huntington Ave. from San Bruno Ave. to northern City limit.

Streets considered for resurfacing are selected from a list generated by the City's Pavement Management Program (PMP). This is a computer database that inventories street section characteristics and combines this with recently completed pavement condition inspection data. Due to deferred street maintenance in past years, the PMP typically recommends more streets for rehabilitation than the budget can afford. Staff considers potential repair costs in conjunction with traffic counts and overall street condition ratings, to determine the most appropriate repair treatment, such as an overlay or slurry seal coat. Each treatment has varying costs that correspond to the extensiveness of rehabilitation. Treatment selection is based upon the type of street (arterial, collector, residential) and level of deterioration. When applied appropriately, the timely expenditure of funds on street resurfacing will offer a cost-effective approach towards extending the economic life of a roadway.

Previously separate projects for thermoplastic striping and pothole repair have been rolled into this project to take advantage of economies expected from lowered costs of administration and inspection.

PROJECT NUMBER: 82701 [Previously 82659]

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The City's on-going street repair program is designed to maximize the longevity of streets with timely maintenance and repairs while working within budget constraints. By doing so, the infrastructure investment that the City has made in the street system over the years is protected. Accelerated roadway deterioration leads to an increase in repair costs. A street in good repair also helps avoid hazardous conditions such as potholes.

LIFE EXPECTANCY: An asphalt overlay will extend the life of a street by 15-20 years.

2007-08 STATUS: Completed design and construction of project.

2008-09 WORK PLAN: Complete grant reimbursement of project, final accounting and closeout.

PROJECTED COMPLETION DATE: Project complete.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES: Funding for this project will come from various sources. The Council previously approved funding agreements with Brisbane, Colma and Half Moon Bay that will exchange \$78,000 in Gas Tax Funds for \$103,000 in STP funding appropriations, effectively saving the City \$25,000. There is \$191,000 allocated as San Bruno's portion of the STP funding appropriation. There is \$529,000 in STP appropriations that the City is receiving in lieu of

Transit Oriented Development funds that the City would not otherwise be able to use until 2008. The STP funding appropriations require a local match, so additional Measure A funds in a minimum amount of \$132,000 are necessary to complete the project. Sufficient Measure A and Traffic Congestion Relief funds are included in the project to assure that the project scope is large enough to exhaust all the grant funds.

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Gas Tax	78,000		0	0	78,000
Add't STP Funds from Gas Tax Exc.	25,000		0	0	25,000
Measure A	964,000	309,120	0	0	964,000
STP Grant	191,000		0	0	191,000
STP Grant in lieu of TOD Grant	529,000		0	0	529,000
PG&E reimburse't	400,000		0	0	400,000
Total	\$2,187,000	\$309,120	\$0	\$0	\$2,187,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	48,694	0	0	0	48,694
0610: Design	23,664	28,523	0	0	52,187
0620: Construction	0	1,776,999	0	0	1,776,999
Audit	0	0	5,000	0	5,000
Total	\$72,358	\$1,805,522	\$5,000	\$0	\$1,882,880

ONGOING FINANCIAL IMPACT: None. Completion of this project will reduce future street maintenance work efforts.

BICYCLE AND PEDESTRIAN IMPROVEMENT PROGRAM

PROJECT DESCRIPTION:

Previously titled the San Mateo Countywide Comprehensive Bicycle Route Plan, this project has been renamed to reflect the need to accomplish timely, low cost projects with high visibility that serve to enhance pedestrian and bicycle access throughout the City. Staff will work with the Bicycle and Pedestrian Advisory Committee to utilize both the Countywide Bicycle Route Plan as well as the results from a recently commissioned pedestrian use study to guide program implementation.

Bicycle Improvements

The San Mateo Countywide Comprehensive Bicycle Route Plan, commissioned by the City/County Association of Governments, outlines specific projects that would create a more unified network of bicycle trails, lanes and routes throughout the county. Each city is responsible for implementing its share of the identified project. With assistance from state grant funding, construction will begin this summer on the North-South Bikeway Signing Project and the Sneath Lane Bicycle Lane Between Project (fully funded as a separate project). In the future, staff will develop and identify funding sources for the remaining projects:

- ***Colma-Millbrae Bikeway Project***: Calls for a multi-use trail or on-street alternative route between Colma and Millbrae to be located within the BART right-of-way to the extent feasible.
- ***San Francisco International Airport East Side/Bay Trail Project***: Addresses the gap in both the Bay Trail and general on-street connections at the San Francisco International Airport.

Pedestrian Improvements

Through a study funded by the Metropolitan Transportation Commission in FY 2007-08, the City received a report by transportation experts that identifies routes bicyclists and pedestrians use to transit to and from the San Bruno BART Station. That report also identified specific improvements to those routes that would increase both their safety and utilization; such as appropriate signage, pavement markings, sidewalk improvements and lighting improvements.

In the short term, this program will prioritize and install these improvements. This program will also continue to identify necessary improvements over the long-term to better position the City to compete for grant funding.

PROJECT NUMBER: 82663

PROJECT NUMBER: Management Analyst

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The Transportation Element in the General Plan directs the City to provide resources to identify and mark an interconnected network of safe bicycle routes, and also establishes "Pedestrian Emphasis Zones" that are to receive specific attention for pedestrian safety and aesthetic enhancements. Once implemented, these improvements will significantly increase access to pedestrian and bicycle facilities throughout the City, thereby reducing traffic congestion and lowering the amount of greenhouse gases released into the atmosphere.

LIFE EXPECTANCY: 5-25 years depending upon the specific improvement.

2007-08 STATUS: Identified the North-South Bikeway through San Bruno and secured grant funding to install appropriate signage. Staff also sought and received grant funding for the MTC to study pedestrian and bicycle routes to and from the BART station.

2008-09 WORK PLAN: Install signage for North-South Bikeway. Design and construct the small-scale projects identified in the Metropolitan Transportation Commission Bicycle and Pedestrian Study.

PROJECTED COMPLETION DATE: June 2009 for the identified improvements. Other improvements will be made in the future as funding becomes available.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
RDA	5,000	4,500	15,000	0	20,000
TDA Art. 3 Grant	0	0	9,000	0	9,000
Unidentified	0	0	0	140,000	140,000
Total	\$5,000	\$4,500	\$24,000	\$140,000	\$169,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	0	1,500	25,000	26,500
0620: Construction	0	0	27,000	100,000	127,000
0630: Study	0	500	0	15,000	15,500
Total	\$0	\$500	\$28,500	\$140,000	\$169,000

ONGOING FINANCIAL IMPACT: Minimal.

NEIGHBORHOOD TRAFFIC-CALMING PROGRAM

PROJECT DESCRIPTION: In 2007, the Traffic Safety and Parking Commission (TSPC) began a series of public hearings to develop a comprehensive method to address traffic calming issues in City neighborhoods—adopted by City Council September 25, 2007. This method takes into consideration the types of streets within a particular neighborhood and identifies the particular issues residents want addressed. Each request by a neighborhood for traffic-calming measures is evaluated against this method.

This program funds the analysis and implementation of traffic-calming measures that have undergone evaluation by both the TSPC and City Council.

PROJECT NUMBER: 82662

PROJECT MANAGER: Principal Civil Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This program systematically addresses neighborhood traffic issues with the most cost-effective measures available.

LIFE EXPECTANCY: Typical traffic-calming measures such as road striping and asphalt speed humps will last approximately 15 years.

2007-08 STATUS: Installed traffic-calming measures as part of the TSPC's comprehensive traffic-calming program, including radar signs, speed humps, signage and other various measures.

2008-09 WORK PLAN: Complete public engagement and design for mitigations in the Lomita Park neighborhood and the traffic couplet at Belle Air School. Design, construct and install additional traffic-calming measures as directed by the TSPC and Council.

PROJECTED COMPLETION DATE: Neighborhoods will receive the appropriate traffic calming measures throughout 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Measure A	190,000	92,154	0	0	190,000
Total	\$190,000	\$92,154	\$0	\$0	\$190,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	905	5,000	2,000	7905
0620: Construction	0	96,941	50,000	30,154	177095
0640: Study	0	0	5,000	0	5,000
Total	\$0	\$97,846	\$60,000	\$32,154	\$190,000

ONGOING FINANCIAL IMPACT: Maintenance of speed hump pavement markings and striping to occur as part of regular ongoing street maintenance.

SCHOOL CROSSWALK REFURBISHMENT PROJECT

PROJECT DESCRIPTION: On an annual basis, the City re-stripes crosswalk pavement markings and makes needed replacement or repairs to accompanying signage adjacent to City schools. While expenditures from the general operating budget fund this operation every summer, the City looks to other sources to help offset the cost. The City recently secured grant funding through the state's Safe Routes to Schools program to refurbish and enhance crosswalk pavement markings and signs adjacent to City schools. The state has agreed to fund \$58,500 of the estimated \$65,000 project cost.

The project will include installation of thermoplastic striping rather than standard paint markings. Thermoplastic striping applies a thicker and more durable compound that will also have reflective qualities. In addition, thermoplastic should last for approximately five years compared to standard paint that has only a one-year life. This project will also include installation of additional school zone and pedestrian zone signs to improve safety at crosswalks adjacent to schools.

PROJECT NUMBER: 82661

PROJECT MANAGER: Management Analyst

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Updating pavement markings increase their visibility to drivers and pedestrians, thereby increasing safety.

LIFE EXPECTANCY: 5 years.

2007-08 STATUS: Thermoplastic application of crosswalks and pavement markings near schools completed in March 2008.

2008-09 WORK PLAN: Complete signage installation and complete grant reimbursement process from Caltrans.

PROJECTED COMPLETION DATE: August 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Measure A	6,500	1,446	0	0	6,500
Safe Routes to School Grant	58,500	13,014	0	0	58,500
Total	\$65,000	\$14,460	\$0	\$0	\$65,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	0	50,540	14,460	0	65,000
Total	\$0	\$50,540	\$14,460	\$0	\$65,000

ONGOING FINANCIAL IMPACT: Due to thermoplastic's durability, the City will experience reduced maintenance costs to maintain crosswalks near schools.

SIDEWALK REPAIR PROGRAM

PROJECT DESCRIPTION: More than 3,000 locations in San Bruno with sidewalk separations of over $\frac{3}{4}$ -inch were noted in a Summer 2004 survey. Damage is caused by deteriorating sidewalks, vehicles, and by trees planted in close proximity to many of the City's sidewalks. This project also includes repairs to curb and gutter, which often has to be replaced at City expense when adjacent to sections of sidewalk are removed, and installation of curb ramps at street corners for Americans with Disabilities Act compliance.

A combination of approaches will be necessary to fix damaged sidewalks in the community, including development of a revised ordinance which includes formalization of the property owner's responsibility for repair costs under the Streets and Highway Code and establishment of City or property owner responsibility for sidewalk damage caused by street trees.

PROJECT NUMBER: 83908

PROJECT MANAGER: Associate Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Repair and replacement of aging and damaged sidewalks will promote economic development in the form of higher property values, enhances the community's appearance, and reduces the City's exposure to trip and fall liability.

LIFE EXPECTANCY: Inspecting and replacing damaged sidewalks within a target area will reduce exposure to tripping hazards over a 5-7 year time period. After that, a multi-year program cycle of re-inspection and repair would be instituted.

2007-08 STATUS: Awarded construction contract and implemented the first phase of comprehensive repair plan that addresses the locations most in need of repair.

2008-09 WORK PLAN: Seek final grant reimbursement from ABAG for rubberized pavement installation. Prepare for the second phase, to take place in FY 2008-09, that will work through damaged sidewalks under City responsibility, as well as partnering with homeowners to make needed sidewalk repairs. Homeowners involved in this program will receive reduced costs under the City contract.

PROJECTED COMPLETION DATE: This large scope project may continue as long as funding is available.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Gas Tax	150,000	92,507	0	80	150,080
Measure A	75,000	46,253	0	120,000	195,000
RDA	100,000	61,671	0	100,000	200,000
Stormwater Fund	25,000	15,418	0	60,893	85,893
ABAG Grants	10,000	6,167	0	0	10,000
Homeowner Part.	0		20,000	875,000	895,000
Total	\$360,000	\$222,016	\$20,000	\$1,155,973	\$1,535,973

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	19,462	13,077	0	57,799	90,338
0620: Construction	11,396	94,049	242,016	1,098,174	1,445,635
Total	\$30,858	\$107,126	\$242,016	\$1,155,973	\$1,535,973

ONGOING FINANCIAL IMPACT: Policy established by the City Council to subsidize the repair costs, future financial impacts to the City for other areas in the City could range from minimal to substantial.

SIGNAL AT SAN BRUNO AVENUE & SHELTER CREEK PROJECT

PROJECT DESCRIPTION: This project will improve right-of-way assignment and regulate traffic flow through the intersection by installing a traffic signal at the intersection of San Bruno Avenue and Shelter Creek Lane/Crestmoor Drive. Pedestrian signal heads will also provide a dedicated signal phase to cross the intersection. The result will be a decreased potential for collisions between vehicles, pedestrians and bicyclists. The new signal will be coordinated with the existing Caltrans-maintained signal at San Bruno Avenue and I-280. The temporary safety measure that would have installed stop signs on San Bruno Avenue pending signal installation was vetoed by Caltrans review, due to their concern that traffic could back up into the intersection of I-280 and San Bruno Ave.

PROJECT NUMBER: 82616

PROJECT MANAGER: Principal Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The City's accident records validate resident concerns about the safety of this intersection, showing multiple right-angle collisions between vehicles on San Bruno Avenue and Shelter Creek Lane/Crestmoor Drive. The issue has been discussed at Traffic Safety and Parking Committee (TSPC) meetings and the installation of a new traffic signal was determined to be the best corrective course of action.

LIFE EXPECTANCY: 50 years

2007-08 STATUS: Completed design and approved agreement authorizing Caltrans to operate and maintain signal. Awarded construction contract and began installation.

2008-09 WORK PLAN: Complete construction and installation of signal, including repaving of asphalt near the intersection.

PROJECTED COMPLETION DATE: Due to the lead-time for the custom construction of the signal poles, installation will not complete until February 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Measure A	459,364	376,067	16,933	0	476,297
Total	\$459,364	\$376,067	\$16,933	\$0	\$476,297

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	17,577	0	0	0	17,577
0610: Design	46,888	18,260	0	0	65,148
0620: Construction	0	572	393,000	0	393,572
Total	\$64,465	\$18,832	\$393,000	\$0	\$476,297

ONGOING FINANCIAL IMPACT: None. Caltrans will be responsible for operation and maintenance of the signal after installation.

SNEATH LANE BICYCLE LANE BETWEEN EL CAMINO REAL AND HUNTINGTON AVENUE

PROJECT DESCRIPTION: This project will reconfigure driving lanes and create a new Class 2 bicycle lane on Sneath Lane from El Camino Real to Huntington Avenue. The new bicycle lane will close a gap in a major east-west bicycle route designated on the San Mateo County Bicycle Plan to connect the regional trail at Highway 35 and the upper areas of the City to the San Bruno BART station, the retail and commercial uses in the Tanforan area, and the new bike trail in South San Francisco.

In addition, the lane reconfiguration and rehabilitation to accommodate the new bike lane will improve vehicle circulation in the vicinity of Tanforan Mall, Towne Center, and the new Cinema.

PROJECT NUMBER: 82664

PROJECT MANAGER: Principal Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Completes major San Mateo County Bike Plan east-west connection between Skyline regional trail and San Bruno BART and improves road conditions.

LIFE EXPECTANCY: 10 years.

2007-08 STATUS: Received grant funding from the State's Transportation Development Act Article 3 Bicycle and Pedestrian Grant Program. Completed design and bid specifications in-house.

2008-09 WORK PLAN: Award construction contract and complete construction.

PROJECTED COMPLETION DATE: August 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES: Staff has secured grant funding to offset striping-related costs.

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Measure A	43,000	38,000	0	0	43,000
TDA Art. 3 Grant	0	0	32,500	0	32,500
Total	\$43,000	\$38,000	\$32,500	\$0	\$75,500

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0610: Design	0	5,000	0	0	5,000
0620: Construction	0	0	70,500	0	70,500
Total	\$0	\$5,000	\$70,500	\$0	\$75,500

ONGOING FINANCIAL IMPACT: None.

STREET REHABILITATION PROGRAM

PROJECT DESCRIPTION: This program involves the repair and preventative maintenance treatment to local, collector and arterial streets based on street condition identified through the use of the City's Pavement Management Program (PMP). This computer database matches street section characteristics with recently completed pavement condition inspection data to determine candidate streets for resurfacing. The goal would be to maintain an average pavement condition PMI equal or greater to 70. The present average in the City is 65.

The City's PMP is designed to maximize the longevity of streets with timely and cost effective maintenance and repairs while working within budget constraints. By doing so, the infrastructure investment that the City has made in the street system over past years is preserved. Accelerated roadway deterioration leads to an increase in overall roadway maintenance costs. A street in good condition also prevents the formation of hazardous conditions such as potholes.

In the past, the City has not made annual investments in local street rehabilitation. The present backlog of unfunded street rehabilitation is approximately \$12.4 Million.

In the coming months, staff will develop a plan to identify local streets requiring rehabilitation. However, while attention does need to be paid to streets in poor condition, the City cannot neglect the continued maintenance of other streets to keep them in good repair. This program is the start to a multiple year process of improving all types of City streets and will be coordinated with any underground utility work such as water or sewer main replacements.

PROJECT NUMBER: 82666

PROJECT MANAGER: Principal Engineer

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Improves appearance and safety of City streets.

LIFE EXPECTANCY: From 10 to 20 years.

2007-08 STATUS: Obtained Council direction on street selection criteria and completed final street selection. Drafted design specifications and bid package to rehabilitate neighbor and collector streets currently at or below a PCI rating of 60.

2008-09 WORK PLAN: Award construction contract and rehabilitate selected streets. Once construction completes, update the City's Pavement Management Program and identify streets to rehabilitate the following fiscal year.

PROJECTED COMPLETION DATE: October 2008.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Measure A	500,000	485,000	500,000	2,000,000	3,000,000
Prop. 1B	679,000	679,000	0	0	679,000
RDA	0	0	200,000	800,000	1,000,000
Total	\$1,179,000	\$1,164,000	\$700,000	\$2,800,000	\$4,679,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
Pre-Design	0	5,000	0	25,000	30,000
0610: Design	0	10,000	15,000	420,000	445,000
0620: Construction	0	0	1,849,000	2,355,000	4,204,000
Total	\$0	\$15,000	\$1,864,000	\$2,800,000	\$4,679,000

ONGOING FINANCIAL IMPACT: Regular street rehabilitation should reduce ongoing streets maintenance.

STREETLIGHT REPLACEMENT STUDY

PROJECT DESCRIPTION: This project will systematically replace deteriorated or outmoded streetlights and will replace existing high voltage and series circuits with new low voltage parallel circuits.

Currently the City operates approximately 2,000 streetlights. Most of these streets lights and their power supply systems are 50 or more years old and are approaching the end of their life. Replacement parts are becoming difficult to obtain and the high voltage power supply is an outmoded power supply method that PG&E has scheduled for abandonment. In particular, the City needs to address a grouping of streetlights on a series circuit along a segment of El Camino Real and other residential areas.

Street light replacement is an enormous and costly project that will need to be accomplished over a series of years. Staff estimates a total cost of approximately \$6.3 million for needed replacement, but the study to take place this year will provide a more a precise number.

PROJECT NUMBER: 82665

PROJECT MANAGER: Deputy Director of Operations and Maintenance

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project will mitigate hazards due to high voltage power distribution system and will improve safety and reliability of streetlights.

LIFE EXPECTANCY: 30 years.

2007-08 STATUS: Began inventory of streetlights with in-house forces. Awarded consultant contract to develop a plan for replacement.

2008-09 WORK PLAN: Continue streetlight inventory and finalize replacement program.

PROJECTED COMPLETION DATE: Spring 2009.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Gas Tax	20,000	20,000	0	0	20,000
Total	\$20,000	\$20,000	\$0	\$0	\$20,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0640: Study	0	0	20,000	0	20,000
Total	\$0	\$0	\$20,000	\$0	\$20,000

ONGOING FINANCIAL IMPACT: Investment in replacement of streetlights and power supply systems will reduce annual street light maintenance costs.

TRAFFIC SIGNAL BATTERY BACKUP INSTALLATION PROJECT

PROJECT DESCRIPTION: This will modify the controller and install a battery backup power supply at every traffic signal within city limits. Many of the City's traffic signals do not have a battery backup. In the event of a power outage, then, those signals go dark, resulting in unsafe intersections where vehicles may fail to yield in the proper manner. A battery backup will enable the traffic signal to emit a blinking red light instead, thereby clearly indicating that all vehicles approaching the intersection should come to a stop before proceeding onward.

PROJECT NUMBER: 82703

PROJECT MANAGER: Associate Engineer

DEPARTMENT: Public Works

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Installation of battery backups will improve safety throughout the City during periods of power outage that might be caused by a storm, earthquake, rolling blackout or other causes.

LIFE EXPECTANCY: Fifteen (15) years.

2007-08 STATUS: New project.

2008-09 WORK PLAN: Procurement and installation of battery backup power supplies and modification of controllers on half of all traffic signals within city limits; with the other half installed the following year.

PROJECTED COMPLETION DATE: June 2010.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Measure A	0	0	160,000	160,000	320,000
Total	\$0	\$0	\$160,000	\$160,000	\$320,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0620: Construction	0	0	160,000	160,000	320,000
Total	\$0	\$0	\$160,000	\$160,000	\$320,000

ONGOING FINANCIAL IMPACT: Minimal.

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TECHNOLOGY CAPITAL

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**TECHNOLOGY CAPITAL
SUMMARIES**
(INSERT DIVIDER)

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**2008-09
TECHNOLOGY CAPITAL IMPROVEMENT PROGRAM**

The Technology Capital Improvement Fund provides for major upgrades and improvements to the technology infrastructure supporting City operations. The Technology Capital Fund ensures a coordinated approach to defining and addressing the organization's current and future technology needs. All improvements in this Fund are intended to provide employees with access to efficient technological tools necessary to deliver excellent customer service to all customers. The departments benefiting from specific upgrades or the City's various operating Funds generate the Technology Capital Fund's revenues.

PROJECTS WITH PROGRESS IN 2008-09 WORK PLAN

- Computerized Maintenance Management System
- Digital Plan Check and Permit System
- Document Imaging System
- Financial Management Suite
- Geographic Information System

**2008-09 TECHNOLOGY WORK PROGRAM
FINANCIAL SUMMARY**

Project	Carry-Over Appropriations	2008-09 Funding Source		
		Document Imaging Fee	Water Capital	Wastewater Capital
Computerized Maintenance Management System	152,568		10,000	10,000
Digital Plan Check and Permit System	30,923			
Document Imaging System	48,878	6,122		
Financial Management Software	294,432			
Geographic Information System	12,899			
Total	\$539,700	\$6,122	\$10,000	\$10,000

**TECHNOLOGY CAPITAL IMPROVEMENT FUND
CASH SHEET**

	2007-08 Budget	2007-08 Est. Actual	2008-09 Adopted
Beginning Balance, July 1	\$377,973	\$445,472	\$540,103
Revenues			
Transfers In			
Cable System Replacement	75,000	75,000	0
Document Imaging Fee	35,000	35,000	6,122
Redevelopment Capital	8,988	8,988	0
Technology Operations	45,000	45,000	0
Technology Fee	55,800	55,800	0
Water Capital	25,000	25,000	10,000
Wastewater Capital	0	0	10,000
Total Revenues	<u>244,788</u>	<u>244,788</u>	<u>26,122</u>
Expenses			
Capital Improvement Program Expenses	622,245	150,157	565,822
Total Expenses	<u>622,245</u>	<u>150,157</u>	<u>565,822</u>
Ending Balance, June 30	<u>\$516</u>	<u>\$540,103</u>	<u>\$403</u>

**TECHNOLOGY CAPITAL
FIVE-YEAR PROGRAM**

2008-09 CAPITAL PROJECTS

Computerized Maintenance Management System
Digital Plan Check and Permit System
Document Imaging System
Financial Management Suite
Geographic Information System

2008-13 CAPITAL PROJECTS

Phone System Replacement

**TECHNOLOGY CAPITAL 2008-13 WORK PROGRAM
FUNDING SUMMARY**

Project	Total Project Cost	Prior Years Funding	2008-09	2009-10	2010-11	2011-12	2012-13	Unidentified Funding Year
Technology Capital								
Computerized Maintenance Management System	180,000	160,000	20,000	0	0	0	0	0
Digital Plan Check and Permit System	68,600	55,800	0	12,800	0	0	0	0
Document Imaging	150,110	88,988	6,122	55,000	0	0	0	0
Financial Management Software	600,000	600,000	0	0	0	0	0	0
Geographic Information System	77,000	77,000	0	0	0	0	0	0
Phone System Replacement	186,964	0	0	186,964	0	0	0	0
Total	\$1,262,674	\$981,788	\$26,122	\$254,764	\$0	\$0	\$0	\$0

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**TECHNOLOGY CAPITAL
CAPITAL PROJECTS**
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COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM

PROJECT DESCRIPTION: This project will implement a computerized maintenance management system (CMMS) for Public Works and related activities, capable of generating and tracking work orders, providing asset data for financial reporting, and providing a customer relationship management component. Software selection and installation will be performed in conjunction with the Information Technology Division. The selected software will be based on a SQL platform, allowing integration with the financial software packages.

PROJECT NUMBER: 84326

PROJECT MANAGER: Deputy Public Works Director

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: Implementation of a CMMS will improve customer service delivery that is provided to the community.

LIFE EXPECTANCY: 10+ years.

2007-08 STATUS: Purchase of a computer server with the capability to adequately run the CMMS software. System developer began inputting sewer system data to be used as a model for all operations and maintenance functions.

2008-09 WORK PLAN: Continue data collection and input; complete system implementation. Additional appropriation to allow for professional data entry of more complex assets as well as data conversion of information stored in existing City databases.

PROJECTED COMPLETION DATE: Spring 2009

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Wastewater Capital	61,250	53,818	10,000	0	71,250
Water Capital	61,250	61,250	10,000	0	71,250
Gas Tax	37,500	37,500	0	0	37,500
Total	\$160,000	\$152,568	\$20,000	\$0	\$180,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
4251: Data Equip.	0	7,432	172,568	0	180,000
Total	\$0	\$7,432	\$172,568	\$0	\$180,000

ONGOING FINANCIAL IMPACT: Ongoing assistance of CMMS product team will be required in order to attain full software capabilities.

DIGITAL PLAN CHECK & PERMIT SYSTEM

PROJECT DESCRIPTION: Implement a Digital Plan Check and Permit System to allow City staff to view development submittals and keep track of data in an expeditious and environmentally friendly manner.

PROJECT NUMBER: 83012

PROJECT MANAGER: Community Development Director

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The Digital Plan Check System will allow the City to drastically reduce the amount of paper produced during the planning and building plan check process. Applicants and citizens will be able to submit/resubmit building plans via email or disc, and the paper plans will only be printed when are complete or approved. Development plans would be viewed digitally in PDF or similar format by all departments and comments would also be received digitally. Planning Division submittals would only be printed when complete (for ARC and Planning Commissioner members).

This would also improve the service to the citizens, as it would reduce the cost of reprinting plans numerous times, and would expedite the plan check process as plans could be routed via email. The Digital Plan check system will also allow applicant's to check the status of their plan checks from home, as well as access existing permit information.

The digital plan check will allow the Code Enforcement and Building inspectors to access information from the field. Building inspectors can view inspection information from the field, view images and enter in data when necessary. By also utilizing a camera and a camcorder, the inspectors will be able to photograph or videotape inspections for training or legal purposes. Digital information, such as "video handouts" will also be able to be posted on the City's website, to make information accessible to any citizen with access to a computer.

LIFE EXPECTANCY: Ongoing, with upgrades when necessary.

2007-08 STATUS: During 2007-08 the Community Development Department began to accept planning building applications digitally. Digital cameras, a camcorder, large monitors and desktops were purchased for planners and building inspectors to review plans and photograph inspections.

2008-09 WORK PLAN: The goal of the Community Development Department is to accept at least 50% of planning applications, and 25% of the building applications digitally by the end of the fiscal year. Purchase software to allow plan reviewers to mark up plans and provide comments to applicants.

PROJECTED COMPLETION DATE: Ongoing.

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Technology Fee	55,800	30,923	0	12,800	68,600
Total	\$55,800	\$30,923	\$0	\$12,800	\$68,600

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
4251: Data Equip.	0	24,877	30,923	12,800	68,600
Total	\$0	\$24,877	\$30,923	\$12,800	\$68,600

ONGOING FINANCIAL IMPACT: Data Storage (i.e., additional server), Plotter Servicing, Plotter Toner.

DOCUMENT IMAGING SYSTEM

PROJECT DESCRIPTION: Phase II of the document imaging system project provides for scanning of microfiche records and large format plans and integration into the document imaging system which was installed in Phase I. The project will replace the current microfilm system, which is outdated and inefficient. Microfilm images are hard to read and in some cases illegible, and the microfilm viewer is increasingly difficult to maintain and service.

PROJECT NUMBER: 83011

PROJECT MANAGER: Community Development Director

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This project improves storage, archiving, retrieval, legibility, and future reproduction of all finalized building documents. The document archiving system improves customer service, while increasing productivity and making better use of staff time. The system allows greater accessibility to documents by the public, building trade professionals, and government officials.

LIFE EXPECTANCY: Ten years

2007-08 STATUS: Installation of SIRE document imaging software, document imaging server, and desktop scanner and workstation. Outsourced complete collection of microfiche images and a portion of backlog of large format plans.

2008-09 WORK PLAN: Complete scanning of microfiche images and backlog of large format plans. Purchase new data servers with storage capacity adequate for electronic documents. Complete system implementation, including providing public access to digital documents through the City's website.

PROJECTED COMPLETION DATE: July 1, 2009

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
RDA	34,488	0	0	0	34,488
Document Imaging Fee	35,000	35,000	6,122		41,122
Tech. Operations	19,500	13,878	0	0	19,500
Unidentified	0	0	0	55,000	55,000
Total	\$88,988	\$48,878	\$6,122	\$55,000	\$150,110

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0010: Prof. Services	15,579	500	55,000	55,000	126,079
4251: Office Equip	18,409	5,622	0	0	24,031
Total	\$33,988	\$6,122	\$55,000	\$55,000	\$150,110

ONGOING FINANCIAL IMPACT: The ongoing maintenance cost of this project will be paid for through the document-imaging fee on every building permit.

FINANCIAL MANAGEMENT SUITE

PROJECT DESCRIPTION: Replace the current finance and utility billing software with a new, fully integrated information/financial management software system that is compatible with the Microsoft Windows/NT environment.

PROJECT NUMBER: 83151

PROJECT MANAGER: Assistant Finance Director

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: This new software will allow the Finance Department and Utility Billing division to make information available more rapidly and accurately to both City departments and the public. The software will enable the City to provide timely information on accounts receivable, payroll/human resources, and fixed assets.

LIFE EXPECTANCY: Twenty (20) years, with upgrades every three to five years.

2007-08 STATUS: Completed the implementation of the core financials (general ledger, accounts payable, and purchasing), budget, project accounting, accounts receivable, and fixed assets modules. Began work on the implementation of the payroll and human resources modules.

2008-09 WORK PLAN: Anticipate going live with the payroll and human resources modules in August 2008.

PROJECTED COMPLETION DATE: August 30, 2008

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
Cable System Rep.	75,000	75,000	0	0	75,000
One-Time Revenue	125,000	125,000	0	0	125,000
Wastewater Capital	162,500	94,432	0	0	162,500
Water Capital	237,500	0	0	0	237,500
Total	\$600,000	\$294,432	\$0	\$0	\$600,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
4251: Data Equip.	202,062	103,506	294,432	0	600,000
Total	\$202,062	\$103,506	\$294,432	\$0	\$600,000

ONGOING FINANCIAL IMPACT: Software maintenance and licensing expenses of approximately \$47,000 per year plus periodic updates of \$50,000 every three to five years.

GEOGRAPHIC INFORMATION SYSTEM

PROJECT DESCRIPTION: This project will implement a Geographic Information System (GIS) to improve data access and allow City departments to coordinate databases, share information resources and view information with digital maps.

PROJECT NUMBER: 83921

PROJECT MANAGER: Housing & Redevelopment Manager

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: GIS allows departments that utilize spatial data to make information available more rapidly and accurately to both City departments and the public. GIS will enable the City to provide timely information on City parks and facilities, infrastructure, land use, and emergency operations.

LIFE EXPECTANCY: Twenty years, with upgrades every two to three years.

2007-08 STATUS: Continued project implementation. Updated GIS maps, including basemap to include new developments, zoning, Emergency Response Run Book, fire hydrants, water lines, manholes, and waste water system. Began development of "target hazard" maps for approximately 100 large developments to be included in Emergency Response Run Books. Printed four (4) large size aerial photograph maps.

2008-09 WORK PLAN: Continue to refine the City's basemap. Complete "target hazard" pages for Emergency Response Run Books. Develop web-based GIS access through the Community Development website to provide public access to maps and related land use and property data and documents. Coordinate with Public Works to integrate map data developed for the CMMS project.

PROJECTED COMPLETION DATE: Unidentified

PROJECT-RELATED APPROPRIATIONS AND EXPENSES:

Funding Source	Previously Funded	Carry-Over Appropriations	2008-09 Request	Future Years	Total Appropriations
RDA Capital	30,000	0	0	0	\$30,000
Technology Capital	32,000	12,899	0	0	32,000
State Grant	15,000	0	0	0	15,000
Total	\$77,000	\$12,899	\$0	\$0	\$77,000

Line Item Expenditures	Prior Expenses	2007-08 Expenses	2008-09 Adopted	Future Years	Total Expenditures
0010: Prof. Services	34,009	8,220	12,899	0	55,128
4251: Data Equip.	21,872	0	0	0	21,872
Total	\$55,881	\$8,220	\$12,899	\$0	\$77,000

ONGOING FINANCIAL IMPACT: Software maintenance, web hosting and licensing expenses of approximately \$11,000 per year, software upgrades every two to three years of \$10,000, plus cost to develop new maps.

2009-13 CAPITAL IMPROVEMENT PROGRAM

PROJECT DESCRIPTIONS

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PHONE SYSTEM REPLACEMENT

PROJECT DESCRIPTION: This project will replace the current phone and voicemail system.

PROJECT MANAGER: Information Technology Analyst II

PRIORITY FOCUS/MASTER PLAN JUSTIFICATION: The objective of this project is to ensure continued operation of the City's Municipal Phone Network for the next five (5) years by replacing outdated phone and voicemail system equipment with a new system including features such as unified messaging, fax, and voice recognition.

PROJECTED PROJECT START DATE: 2009-10

PROJECTED PROJECT COMPLETION DATE: 2010-11

PROJECT-RELATED APPROPRIATIONS:

Funding Source	Total Project Cost
Equipment Replacement	159,439
6401: Prof. Service	27,525
Total	\$186,964

ONGOING FINANCIAL IMPACT: The ongoing maintenance cost of this project will be paid through Technology Operations.

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APPENDIX
(INSERT DIVIDER)

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RESOLUTION NO. 2008 - 64

**RESOLUTION APPROVING THE CITY'S APPROPRIATIONS LIMIT OF
\$28,916,761 FOR 2008-09 (GANN INITIATIVE)**

WHEREAS, Article XIII of the California Constitution and Section 7900 et seq. of the California Government Code require cities to adopt limits on appropriations for each fiscal year, and

WHEREAS, the Appropriation Limit has been calculated for the fiscal year 2008-09 and is set forth in that certain document Appropriations Limit Calculation for Fiscal year 2008-09, Schedule A, attached hereto and made a part hereof, and

WHEREAS, the staff report and the documentation used in determining the Appropriations Limit and the appropriations subject to limit have been made available to the public as required by law, and

NOW, THEREFORE, be it RESOLVED by the San Bruno City Council that:

1. The adjustment factors selected for calculating this Appropriations Limit are based on California Per Capita Income change of 4.29% and the City of San Bruno population change of 3.77%;
2. The Appropriation Limit for 2008-09 fiscal year is established at \$28,916,761; and
3. The City Council reserves the right to recalculate this Appropriations Limit utilizing Non-Residential Assessed Valuation.

---oOo---

I hereby certify that foregoing **Resolution No. 2008 - 64** was introduced and adopted by the San Bruno City Council at a regular meeting on June 24, 2008, by the following vote:

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

NOES: Councilmembers: None

ABSENT: Councilmembers: None



Vicky S. Hasha, Deputy City Clerk

Schedule A

**City of San Bruno
2008-09 Gann Appropriation Limit
August 7, 2008**

2007-08 Appropriation Limit		\$	27,173,447	
Adjustment per Auditor			(453,526)	
2007-08 Appropriation Limit, Adjusted			<u>26,719,921</u>	
Calculation of 2008-09 Adjustment Factor				
Annual Change Factors				
Cost of Living Adjustment Factors for 2008-09				
California Per Capita Income (CPCPI)	4.29%			
Population Adjustment Factors for 2008-09				
San Bruno Population Change	3.77%			
Adjustment Factor for 2008-09				
(1 + 0.0429) x (1 + 0.0377)				1.0822
2008-09 Appropriation Limit as Adjusted				<u>28,916,761</u>
2008-09 Estimated Tax Proceeds Subject to Appropriations Limit				
Property Taxes				
Current Secured & Unsecured	5,290,000			
In-Lieu of Sales Tax	1,740,000			
In-Lieu of Vehicle License Fees	3,368,425			
Supplemental Taxes	250,000			
Property Transfer Tax	175,000			
Homeowner's Property Tax Exemption	40,000			
Subtotal - Property Taxes	<u>10,863,425</u>			
General Sales Tax	4,900,000			
Hotel/Motel Tax	1,350,000			
Business Taxes	2,783,607			
Vehicle License Fee & Off-Highway License	<u>250,000</u>			
Total Estimated Taxes Subject to Appropriations Limit				20,147,032
2008-09 Proposed Expenditures Exempt from Limit				
Social Security & Medicare payments	339,743			
San Mateo County Charges	580,174			
FLSA - Fire	<u>111,427</u>			
Total Proposed Expenditures Exempt from Limit				(1,031,343)
2008-09 Appropriations Subject to Limit				<u>19,115,689</u>
Over (Under) Appropriations Limit		\$	(9,801,072)	
Percent Over (Under)	-34%			

SERVICE-LEVEL ENHANCEMENT

(INSERT DIVIDER)

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ADOPTED SERVICE LEVEL ENHANCEMENTS SUMMARY

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
GENERAL FUND ENHANCEMENTS			
ADMINISTRATION			
City-Wide Reorganization	\$25,227	\$0	\$25,227
REVENUE SERVICES			
Online Bill Payment E-Commerce	5,800	0	5,800
FIRE DEPARTMENT			
City-Wide Reorganization	(278,408)	0	(278,408)
POLICE DEPARTMENT			
Broadband Communication	10,500	0	10,500
PUBLIC WORKS ADMIN - ENGINEERING			
City-Wide Reorganization	(133,122)	(152,283)	19,161
STREETS			
Street Maintenance and Marking	220,000	220,000	0
BUILDING			
City-Wide Reorganization	(114,007)	0	(114,007)
LIBRARY			
City-Wide Reorganization	(72,135)	0	(72,135)
PARKS & RECREATION			
City-Wide Reorganization	(75,894)	0	(75,894)
Online Registration and Payment	8,420	0	8,420
TOTAL GENERAL FUND	(403,619)	67,717	(471,336)

ADOPTED SERVICE LEVEL ENHANCEMENTS SUMMARY

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
INTERNAL SERVICE FUND ENHANCEMENTS			
BUILDING & FACILITIES			
Enhanced Custodial Maintenance	53,000	53,000	0
CENTRAL GARAGE			
City-Wide Reorganization	5,800	0	5,800
SPECIAL REVENUE FUND ENHANCEMENTS			
REDEVELOPMENT OPERATIONS			
Downtown Environs Improvement	30,000	0	30,000
City-Wide Reorganization	2,901	0	2,901
LOW AND MODERATE INCOME HOUSING			
City-Wide Reorganization	2,699	0	2,699
ENTERPRISE FUND ENHANCEMENTS			
WATER SUPPLY			
City-Wide Reorganization	(156,639)	0	(156,639)
WATER DISTRIBUTION			
City-Wide Reorganization	9,384	0	9,384
WASTEWATER			
City-Wide Reorganization	9,384	0	9,384

ADOPTED CITY-WIDE REORGANIZATION

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
GENERAL FUND			
ADMINISTRATION			
Finance Director	(\$195,000)	- 0 -	(\$195,000)
Administrative Services Director	208,000	0	208,000
Assistant Finance Director	12,227	0	12,227
FIRE DEPARTMENT			
Fire Chief (0.5)	(98,408)	0	(98,408)
Battalion Chief	(180,000)	0	(180,000)
PUBLIC WORKS ADMIN - ENGINEERING			
Public Works Director	(208,000)		(208,000)
Public Services Director	208,000		208,000
CIP Manager	(152,283)	(152,283)	0
Engineering Technician / Public Works Inspector	7,162	0	7,162
Secretary (2)	(166,000)	0	(166,000)
Executive Assistant (2)	178,000	0	178,000
BUILDING			
Code Enforcement Officer (0.40)	(42,400)	0	(42,400)
Senior Code Enforcement Office (0.40)	46,300	0	46,300
Senior Building Inspector	(117,907)	0	(117,907)
LIBRARY			
Library Services Director	(195,000)	0	(195,000)
Community Services Director	104,000	0	104,000
Assistant Library Services Director	12,227	0	12,227
Library Services Manager	6,638	0	6,638
PARKS & RECREATION			
Parks & Recreation Director	(195,000)	0	(195,000)
Community Services Director	104,000	0	104,000
Recreation Services Superintendant	15,107	0	15,107
TOTAL GENERAL FUND	(\$648,337)	(\$152,283)	(\$496,054)

ADOPTED CITY-WIDE REORGANIZATION

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
INTERNAL SERVICE FUNDS			
CENTRAL GARAGE			
Secretary (0.25)	(20,600)	0	(20,600)
Management Analyst (0.25)	26,400	0	26,400
TOTAL CENTRAL GARAGE	\$5,800	\$0	\$5,800
SPECIAL REVENUE FUNDS			
REDEVELOPMENT OPERATIONS			
Code Enforcement Officer (0.35)	(37,100)	0	(37,100)
Senior Code Enforcement Officer (0.35)	40,000	0	40,000
TOTAL REDEVELOPMENT OPERATIONS	\$2,900	\$0	\$2,900
LOW AND MODERATE INCOME HOUSING			
Code Enforcement Officer (0.25)	(26,500)	0	(26,500)
Senior Code Enforcement Officer (0.25)	29,200	0	29,200
TOTAL LOW/MOD HOUSING	\$2,700	\$0	\$2,700
ENTERPRISE FUNDS			
WATER SUPPLY			
Water Resources Manager	(162,441)	0	(162,441)
Secretary (0.25)	(20,600)	0	(20,600)
Management Analyst (0.25)	26,400	0	26,400
WATER DISTRIBUTION			
Engineering Technician / Public Works Inspector (0.50)	3,581	0	3,581
Secretary (0.25)	(20,600)	0	(20,600)
Management Analyst (0.25)	26,400	0	26,400
TOTAL WATER FUND	(\$147,260)	\$0	(\$147,260)
WASTEWATER			
Engineering Technician / Public Works Inspector (0.50)	3,581	0	3,581
Secretary (0.25)	(20,600)	0	(20,600)
Management Analyst (0.25)	26,400	0	26,400
TOTAL WASTEWATER FUND	\$9,381	\$0	\$5,800

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

FINANCE DEPARTMENT

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
ADMINISTRATION			
Organization-Wide Reorganization			
Finance Director	(\$195,000)	- 0 -	(\$195,000)
Administrative Services Director	\$208,000	- 0 -	\$208,000
Assistant Finance Director	\$12,227	- 0 -	\$12,227
REVENUE SERVICES			
Online Bill Payment E-Commerce			
<p>Setup online bill pay to allow residents to pay their utility bills online with their credit or debit card to enhance customer convenience and shorten collection process. Customers will be able to view statements online, see payment and usage history, and make one-time or recurring online payments. Utility account payments cover water, wastewater, and garbage services.</p>	\$5,800	- 0 -	\$5,800
<p>The proposed cost is for web setup. Currently, Cable Television customers have access to this payment option.</p>			

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

FIRE DEPARTMENT

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Fire Chief (0.5)	(\$98,408)	- 0 -	(\$98,408)
Battalion Chief	(\$180,000)	- 0 -	(\$180,000)

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

POLICE DEPARTMENT

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
<p>Broadband Communication Upgrade method by which officers receive computer data information in patrol cars by replacing the existing data radio system with broadband access. The system receives calls for service and allows access to a variety of law enforcement information systems including wanted or missing person, vehicle information, and crime bulletins.</p> <p>The existing data radio system is antiquated, replacement parts are difficult to locate and repairs have a lengthy turnaround. Switching to broadband access will improve system performance, provide officers access to a broader range of information, and improve efficiency. This upgrade also allows officers to transmit reports from the field.</p> <p>The cost to switch to broadband access requires a one-time expenditure of \$1,500 for access cards, cables, and antennas, and an ongoing annual expenditure of \$9,000 for broadband access.</p>	\$10,500	- 0 -	\$10,500

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

PUBLIC WORKS - ADMINISTRATION & ENGINEERING

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Public Works Director	(\$208,000)	- 0 -	(\$208,000)
Public Services Director	\$208,000	- 0 -	\$208,000
CIP Manager	(\$152,283)	(\$152,283)	- 0 -
Engineering Technician / Public Works Inspector	\$7,162	- 0 -	\$7,162
Secretary (2)	(\$166,000)	- 0 -	(\$166,000)
Executive Assistant (2)	\$178,000	- 0 -	\$178,000

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

PUBLIC WORKS - STREETS MAINTENANCE DIVISION

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
<p>Street Maintenance and Marking Increase pothole repairs and thermoplastic striping effort to enhance street maintenance. This expansion will address the backlog of minor street repairs and refresh faded street markings. Maintenance supplies including asphalt and thermoplastic material will be used immediately to improve city roadways. Two major equipment purchases, an asphalt spreader with trailer and a thermoplastic striping machine will increase the Street Division's maintenance capacity for the longer term. This enhancement also proposes contract services for striping and button placement. Maintenance equipment and supplies include the following:</p> <p>Asphalt Spreader and Trailer, (\$108,500) Thermoplastic Striping Equipment (\$111,500)</p> <p>Congestion Relief Funds from Proposition 42 allocated for the City in 2008-09 are eligible for this purpose.</p>	\$220,000	\$220,000	- 0 -

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

COMMUNITY DEVELOPMENT - BUILDING

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Code Enforcement Officer (0.40)	(\$42,400)	- 0 -	(\$42,400)
Senior Code Enforcement Office (0.40)	\$46,300	- 0 -	\$46,300
Senior Building Inspector	(\$117,907)	- 0 -	(\$117,907)

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

LIBRARY SERVICES DEPARTMENT

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Library Services Director	(\$195,000)	- 0 -	(\$195,000)
Community Services Director	\$104,000	- 0 -	\$104,000
Assistant Library Services Director	\$12,227	- 0 -	\$12,227
Library Services Manager	\$6,638	- 0 -	\$6,638

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

PARKS & RECREATION - RECREATION DIVISION

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Parks & Recreation Director	(\$195,000)	- 0 -	(\$195,000)
Community Services Director	\$104,000	- 0 -	\$104,000
Recreation Services Superintendant	\$12,841	- 0 -	\$12,841
Online Registration and Payment			
Setup online registration and payment to allow residents to register online for recreational activities and pay the corresponding fees with their credit or debit card. This expansion of e-commerce enhances customer convenience and shortens collection process.	\$8,420	- 0 -	\$8,420

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

BUILDING & FACILITIES

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
<p>Enhanced Custodial Maintenance Institute program for regular, semi-annual, periodic specific cleaning and maintenance services by outside contractors. The work plan includes carpet cleaning, hard floor maintenance and treatment, industrial sanitation of restrooms, interior and exterior window washing, window covering cleaning, and power washing building exteriors. This enhancement would increase the departments Building and Facilities allocation of \$1,175,000 by \$53,000. General Fund departments are allocating 90% of the total.</p>	\$53,000	\$53,000	- 0 -

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

CENTRAL GARAGE

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Secretary (0.25)	(\$20,600)	- 0 -	(\$20,600)
Management Analyst (0.25)	\$26,400	- 0 -	\$26,400

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

REDEVELOPMENT - OPERATIONS

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
OPERATIONS			
Organization-Wide Reorganization			
Code Enforcement Officer (0.35)	(\$37,100)	- 0 -	(\$37,100)
Senior Code Enforcement Officer (0.35)	\$40,000	- 0 -	\$40,000
Downtown Environs Improvement			
Part-time temporary staff capacity to provide enhanced litter pickup and sidewalk cleaning in the downtown.	\$30,000	- 0 -	\$30,000

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

REDEVELOPMENT - LOW AND MODERATE INCOME HOUSING

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
LOW AND MODERATE INCOME HOUSING			
Organization-Wide Reorganization			
Code Enforcement Officer (0.25)	(\$26,500)	- 0 -	(\$26,500)
Senior Code Enforcement Officer (0.25)	\$29,200	- 0 -	\$29,200

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

WATER ENTERPRISE FUND - WATER SUPPLY

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Water Resources Manager	(\$162,441)	- 0 -	(\$162,441)
Secretary (0.25)	(\$20,600)	- 0 -	(\$20,600)
Management Analyst (0.25)	\$26,400	- 0 -	\$26,400

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

WATER ENTERPRISE FUND - WATER DISTRIBUTION

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Engineering Technician /			
Public Works Inspector (0.5)	\$3,581	- 0 -	\$3,581
Secretary (0.25)	(\$20,600)	- 0 -	(\$20,600)
Management Analyst (0.25)	\$26,400	- 0 -	\$26,400

CITY MANAGER ADOPTED SERVICE LEVEL ENHANCEMENTS

WASTEWATER ENTERPRISE FUND

ENHANCEMENT	TOTAL ADDITIONAL COST	NEW REVENUE OR ALLOCATION	NET IMPACT ON FUND
Organization-Wide Reorganization			
Engineering Technician /			
Public Works Inspector (0.5)	\$3,581	- 0 -	\$3,581
Secretary (0.25)	(\$20,600)	- 0 -	(\$20,600)
Management Analyst (0.25)	\$26,400	- 0 -	\$26,400

END OF PART 2 OF 2008-09 BUDGET