

CITY OF DALY CITY
REGULAR MEETING - CITY COUNCIL
AGENDA

Monday, August 25, 2008 - 7:00 PM

Council Chambers
(2nd Floor)

For those wishing to address the City Council on any Item on the Agenda or under Public Appearances/Oral Communications, please complete a Speaker Card located at the entrance to the Council Chambers and submit to a Staff Member as early in the meeting as possible.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at 991-8078 as soon as possible.

CALL TO ORDER:

PLEDGE TO THE FLAG:

ROLL CALL:

APPROVAL OF MINUTES:

Regular Meetings of June 9 and June 23, 2008

APPROVAL OF AGENDA:

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the City Council. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the City Council. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Resolutions :

1. Accepting Office of Traffic Safety (OTS) Funding for City of Daly City-Specific DUI Enforcement Program
2. Accepting Office of Traffic Safety (OTS) Grant for continuing the "Avoid the 23" DUI Traffic Enforcement Program
3. Renewal of Lease Agreement with Pacific Bell Telephone Company (AT&T) for Site

at Reservoir 5

4. Appropriating available Building Division Funds for Digital Conversion of Conversion of Microfiche Records
5. Adopting Budget Appropriation of \$199,969 for the After School Education and Safety (ASES) Program in Jefferson Elementary School District Schools
6. Adopting Budget Appropriation of \$262,500 for the After School Education and Safety (ASES) Program in the Bayshore Neighborhood
7. Approving Two Year Extension of Continuing Custodial and Maintenance Services Agreement for North County Mental Health Center Located at 380-90th Street
8. Setting Time and Place of Public Hearing -- re: Introduction of an Ordinance of the City of Daly City adding a section to the Daly City Municipal Codes Re: Recovery of Costs by Special Assessment
9. Accepting Various Grants for the Top of the Hill Improvements Project
10. Adopting Composite Summary Memorandum of Understanding between the City of Daly City and the Daly City Fire Management Association
11. Accepting and Appropriating Grant Funds from the County of San Mateo Aging and Adult Services for Congregate Nutrition Program, Health Promotion/Disease Prevention Program, and County General Program Support for the Period 7/1/08 - 6/30/09
12. Proposed Revisions to Existing Certified Tree Worker Job Specification
13. Proposed Revisions to Existing Police Assistant Job Specification and Proposed Job Specification for New Position of Police Assistant II
14. Proposed Revision to the Rules and Regulations of the Classified Service as follows:
Rule XII, Sections 6, Transfers
Rule XII, Section 6(b) Transfers (Sworn Fire Personnel)
Rule XVII, Section 6, Sick Leave
Rule XVII, Section 10, Bereavement Leave
Rule XVI, Section 9, Addition of Reclassification Process
15. Authorizing Erasure of Public Safety Radio/Telephone Tape Recordings for April, May and June 2007
16. Resolution Opposing Fiscally Irresponsible State Budget Decisions that Would Borrow Local Government, Redevelopment, and Transportation Funds

END OF CONSENT AGENDA

PUBLIC HEARINGS:

17. Revision of City Fees, Charges and Fines

Public Hearing/Resolution (List)

- . a. Open Public Hearing
- . b. Motion to Close Public Hearing
- . c. Motion to Adopt Resolution
- . d. Roll Call

Staff

McVey

18. Ordinance Adopting Fire False Alarm Assessments

Ordinance 1st Reading (List)

- . a. Motion for City Attorney to Read by Title Only
- . b. Councilmember to Introduce Ordinance

Staff

McVey

AWARD OF BIDS/CONTRACTS:

19. Compact Pick-up Trucks

**Adopt
Resolution -
Roll Call Vote**

Staff

McVey

ORDINANCES:

20. Ordinance Requiring Tobacco Retailers to Obtain Tobacco Retailer Permit

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

NOTE: Speakers are limited to two minutes, unless modified by the Mayor. The Council cannot take action on any matter raised under this item

APPOINTMENTS: Board/Commission

REPORTS:

21. Council Committee

A Council Committee Meetings
from July 28 - August 24,
2008

22. City Council

23. Staff

ADJOURNMENT:

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The meeting was called to order by Mayor Klatt at 7:00 P.M.

ROLL CALL: Councilmembers Present:

Carol L. Klatt, Mayor
Judith A. Christensen
Maggie Gomez
Sal Torres

Councilmember Absent:

Michael P. Guingona

Staff Present:

Patricia E. Martel, City Manager
Kerry E. Burns, Assistant City Manager
Rose L. Zimmerman, City Attorney
Maria E. Cortes, City Clerk

Mayor Klatt stated that Senator Leland Yee is on his way from Sacramento and will be late. We will hold his presentation later in the meeting.

PRESENTATIONS:

Commending Daly City Police Officer Jason Craig

Councilmember Gomez presented a Certificate of Commendation to Police Officer Jason Craig in recognition of dedicated service and heroic life saving actions. Officer Craig thanked the Council.

Commending Library Board of Trustees Member Richard Rocchetta

Councilmember Torres presented a Certificate of Commendation to Richard Rocchetta in recognition of his faithful service to the residents of Daly City as a member of the Library Board of Trustees since his appointment on March 13, 1995. Mr. Rocchetta thanked the Council.

United States Army Week

Mayor Klatt presented a proclamation proclaiming the week of June 9 through June 15, 2008, as United States Army Week to Staff Sergeant Jonathan Stafford and Staff Sergeant Josean Cabrera. Staff Sergeant Stafford introduced Sergeant First Class Pope.

COUNCIL COMMITTEE REPORTS:

There were no reports.

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APPROVAL OF MINUTES:

There were no minutes.

APPROVAL OF AGENDA:

It was moved by Councilmember Gomez, seconded by Councilmember Torres and carried to approve the agenda.

CONSENT AGENDA

RESOLUTIONS:

Resolution of Intent to Adopt Appropriations Limitation (Gann Limit) for Fiscal Year 2008-2009 on June 23, 2008

Resolution No. 08-68, A Resolution of Intention of the City Council of the City of Daly City to Adopt its Appropriations Limitation for the Fiscal Year 2008-2009 on June 23, 2008

Authorization to Apply for a Grant from the California State Library for Baby Boomer Program Funding

Resolution No. 08-69, Authorizing Submitting Grant Application to the California State Library for a Grant from the California State Library Under the Public Libraries and Baby Boomers Grant Program

Authorize the City Manager to Execute a Contract for Professional Tutoring Services with Brainfuse Online Tutoring

Resolution No. 08-70, Approving Professional Services Agreement with Brainfuse Online Tutoring

Authorizing the Establishment of Administrative Support Technician at Range H112

Resolution No. 08-71, Amending Recurrent and Part-Time Hourly Rates Schedule

Call for Daly City Municipal Election on November 4, 2008, Consolidation with San Mateo County in the Statewide General Election and Request for Specified Election Services in Accordance with the Election Code of the State of California

Resolution No. 08-72, Requesting the County Clerk of San Mateo County to Render Specified Election Services in Accordance with the Election Code of the State of California (Consolidation of General Municipal Election with the Statewide General Election of November 4, 2008)

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CONSENT AGENDA: Continued

RESOLUTIONS: Continued

Authorizing the City Manager to Execute an Agreement with the Jefferson Elementary School District to Provide Lunches for City of Daly City Parks and Recreation Department Summer Recreation Program Sites

Resolution No. 08-73, Authorizing Execution of Agreement with the Jefferson Elementary School District Re: Summer Food Service Program for Children

Authorizing Approval of an Amendment to the Agreement with the First Five Commission of San Mateo County and Appropriate \$75,000 in New Funding for Our Second Home Program

Resolution No. 08-74, Authorizing Approval of Amendment to Agreement with the First Five Commission of San Mateo County and the Appropriation of Funding for the Daly City Peninsula Partnership Collaborative Early Child Resource Center – Our Second Home

Accepting an Amendment to the Existing Agreement with the County of San Mateo to Accept and Appropriate \$67,296 for Mental Health, Nutritional Services and Family Health Worker Services

Resolution No. 08-75, Authorizing Approval of Amendment to Agreement with County of San Mateo Human Services Agency for Our Second Home Program of the Daly City Peninsula Partnership Collaborative (January 1, 2008 through June 30, 2009)

Authorizing Submittal of an Application to the California Department of Housing and Community Development (HCD) for Cal HOME Program Funds

Resolution No. 08-76, Authorizing the Submittal of an Application to the California Department of Housing and Community Development for Funding Under the CalHome Program; the Execution of a Standard Agreement if Selected for Funding and any Amendments thereto; and any Related Documents Necessary to Participate in the CalHome Program

Adopting Composite Summary Memorandum of Understanding between the City of Daly City and Teamsters Local 856 Clerical Technical Bargaining Unit

Resolution No. 08-77, Adopting Composite Summary Memorandum of Understanding with Teamsters Local 856 Clerical Technical Bargaining Unit (October 1, 2007 through September 30, 2010)

Adopting Composite Summary Memorandum of Understanding between the City of Daly City and Teamsters Local 856 Public Safety Dispatchers and Police Assistants Bargaining Unit

Resolution No. 08-78, Adopting Composite Summary Memorandum of Understanding with Teamsters Local 856 Public Safety Dispatchers and Police Assistants (October 1, 2007 through September 30, 2010)

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CONSENT AGENDA: Continued

RESOLUTIONS: Continued

Resolution Adopting Salary Adjustments to the Classifications of Community Development Specialist I/II and Economic Development Coordinator

Resolution No. 08-79, Adopting Salary Adjustments for Community Development Specialist I/II and Economic Development Coordinator to the Economic and Community Development Department

Adopting Composite Summary Memorandum of Understanding between the City of Daly City and Teamsters Local 856 Safety Inspectors Bargaining Unit

Resolution No. 08-80, Adopting Composite Summary Memorandum of Understanding with Teamsters Local 856 Safety Inspectors Bargaining Unit (August 1, 2007 through July 31, 2010)

Accepting Grant for Demonstration Projects for Sustainable Green Streets and Parking Lots for Stormwater Treatment Improvements at Serramonte Library/Gellert Park Parking Lot

Resolution No. 08-81, Authorizing Accepting Grant for Demonstration Project for Sustainable Treatment Improvements at Serramonte Library/Gellert Park Parking Lot and Appropriating Grant Funds and Authorize Execution of Funding Agreement from City/County Association of Governments of San Mateo County (C/CAG)

Authorizing Submittal of Bicycle Facilities Program (BFP) Grant Application for Certain Bicycle Route Improvements

Resolution No. 08-82, Authorizing Executing Bicycle Facility Program (BFP) Grant from the Bay Area Air Quality Management District

Resolution Adopting Salary and Other Health and Welfare and Fringe Benefits for Unrepresented/Miscellaneous Employees

Resolution No. 08-83, Adopting Salary Schedule/Benefits for Unrepresented/Miscellaneous Employees Not Represented by an Established Bargaining Unit (September 1, 2007 Through August 31, 2010)

END OF CONSENT AGENDA

It was moved by Councilmember Torres, seconded by Councilmember Christensen and carried to approve and adopt the Consent Agenda.

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PUBLIC HEARINGS:

Zone Change, Minor Subdivision and Environmental Assessment to Change the Zoning from I-D Interim District to R-1 Single Family Residential, and to Subdivide One Lot into Two Lots in Conjunction with the New Construction of Two Single Family Residences at 140 Third Avenue (near Castle Street)

Associate Planner Michael Van Lonkhuysen reviewed the request by Hui Cong Yu to obtain a zone change and minor subdivision approval to change the zoning from I-D Interim District to R-1 Single Family Residential, and to subdivide one 5,000 square foot lot into two 2,500 square foot lots in conjunction with the new construction of two single family residences at 140 Third Avenue north of East Market Street.

Discussion ensued with Staff answering Council's questions regarding the square footage of the houses, driveway length, street parking, density and the height of the houses.

Mayor Klatt opened the public hearing.

It was moved by Councilmember Gomez, seconded by Councilmember Torres and carried to close the public hearing.

It was moved by Councilmember Torres, seconded by Councilmember Gomez and carried that this project will not have a detrimental effect on the environment and instructed that a Negative Declaration be filed.

It was moved by Councilmember Torres, seconded by Councilmember Gomez and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-84, Adopting Findings of Fact Following Public Hearing Re: Zone Change (ZC08-1) and Minor Subdivision (MS08-1) to Subdivide One Lot at 140 Third Avenue (Near Castle Street)

It was moved by Councilmember Torres, seconded by Councilmember Gomez and carried that Ordinance No. 1337 be read by title only by the City Attorney.

Councilmember Torres introduced the following ordinance:

Ordinance No. 1337, Amending the Daly City Zoning Map – Rezoning from I-D Interim District to R-1 Single Family Residential Zoning at 140 Third Avenue

It was moved by Councilmember Torres, seconded by Councilmember Gomez and carried to approve Zone Change ZC08-1 and Minor Subdivision MS08-1, subject to the Conditions of Approval.

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PUBLIC HEARINGS: Continued

Benefit Assessments for Linda Vista Area of Benefit Fiscal Year 2008-2009: A. Resolution Approving Engineer's Report and Imposing a Benefit Assessment for Fiscal Year 2008-2009

Interim Director of Public Works Patrick Sweetland recommended that the City Council adopt a resolution approving the Engineer's Report and the Benefit Assessment for Fiscal Year 2008-2009. Mr. Sweetland gave a PowerPoint presentation.

Notices of this hearing have been posted, published and mailed pursuant to law. These proceedings were undertaken pursuant to Council Resolution No. 90-55. The Engineer's Report was on file with the City Clerk on May 7, 2008 describing the services to be provided in Fiscal Year 2008-2009, estimate of costs to provide the services, and the basis and schedule of the assessments. The report has been available for public inspection since that time.

The Linda Vista Assessment areas are comprised of two distinct watershed drainage basins. The annual cost of maintaining and replacing the drainage facilities is equally assessed on the benefiting lots in each drainage basin.

The proposed assessment for Fiscal Year 2008-2009 per lot is \$82.14 for the Linda Vista Detention Basin and \$60.60 for the Bay Ridge Detention Basin. The assessment for FY 2007-2008 per lot was \$95.28 for Linda Vista and 64.26 for Bay Ridge. The reduction in assessments is mainly due to a combination of surplus balance carried over from FY 2007-2008, and anticipated level of service provided by staff. Such surplus balance is not expected to occur next Fiscal Year.

Mayor Klatt opened the public hearing.

It was moved by Councilmember Gomez, seconded by Councilmember Christensen and carried to close the public hearing.

It was moved by Councilmember Christensen, seconded by Councilmember Gomez and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-85, Approving Engineer's Report and Imposing a Benefit Assessment for Fiscal Year 2008-2009

COMMUNICATIONS:

Use Permit and Environmental Assessment to Construct a New Three Story Residential Duplex at 726 Niantic Avenue (near Westlake Avenue)

Associate Planner Michael Van Lonkhuysen gave a PowerPoint presentation on the project site and reviewed the applicant's request to obtain use permit approval to construct a duplex at 726 Niantic Street. The site is located on Niantic Avenue, between Westlake and Citrus Avenues.

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COMMUNICATIONS: Continued

Use Permit and Environmental Assessment to Construct a New Three Story Residential Duplex at 726 Niantic Avenue (near Westlake Avenue) – Cont'd.

The property is zoned R-1/A, which allows duplexes with a use permit. The existing home will be demolished to construct the new duplex. The new duplex would be approximately 5,225 square feet, three stories and two-unit residential structure.

Each duplex unit will have three bedrooms and two bathrooms. The applicant has proposed six off-street parking spaces, two in the driveway in front of the duplex and four tandem parking spaces located inside the garage. There is one storage area for each unit.

Mayor Klatt was concerned about the use of tandem parking because this is a very heavily impacted neighborhood with parking.

Councilmember Torres asked if the owner was aware that the City was requiring the owner to add a provision in the lease agreement prohibiting the tenant from using the garage for anything other than a car, and that the owner would be required to enforce the provision.

Patrick Mora, applicant, agreed to put the provision in the lease agreement but he was not sure if the tenant would comply.

Councilmember Torres asked that a condition be added that would allow the City to enforce its use permit powers to revoke the use permit if this becomes a problem.

Mayor Klatt stated we received one letter in opposition to the project.

It was moved by Councilmember Gomez, seconded by Councilmember Torres and carried to concur with the Categorical Exemption under CEQA requirements.

It was moved by Councilmember Gomez, seconded by Councilmember Torres and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-86, Adopting Findings of Fact and Imposing Conditions of Approval on Use Permit (UP08-3), to Construct a New Duplex (726 Niantic Avenue)

It was moved by Councilmember Gomez, seconded by Councilmember Torres and carried to approve Use Permit UP08-3, subject to the Conditions of Approval.

Use Permit and Environmental Assessment for Operation of a Therapeutic Massage Clinic Franchise at 494 Westlake Center, Suite W101

Associate Planner Michael Van Lonkhuysen gave a PowerPoint presentation on the project site and reviewed the request to operate a franchise therapeutic massage establishment in the Westlake Shopping Center, located along Lake Merced Boulevard.

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COMMUNICATIONS: Continued

Use Permit and Environmental Assessment for Operation of a Therapeutic Massage Clinic Franchise at 494 Westlake Center, Suite W101 – Cont'd.

The floor plan consists of twelve therapy stations. The applicant has indicated that the hours of operation would be Monday through Friday, 8:00 a.m. to 10:00 p.m., Saturdays 8:00 a.m. to 6:00 p.m. and Sundays 10:00 a.m. to 6:00 p.m.

The City's municipal code, Chapter 5, also imposes additional regulations beyond the Land Use regulation that are associated with therapeutic massage establishments.

Discussion ensued with the applicant, answering Council's questions regarding the Foster City and Redwood City franchises' revenue, type of employee uniforms, and the name of the franchise.

It was moved by Councilmember Torres, seconded by Councilmember Gomez and carried to concur with the Categorical Exemption under CEQA requirements.

It was moved by Councilmember Torres, seconded by Councilmember Gomez and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-87, Adopting Findings of Fact and Imposing Conditions of Approval on Use Permit (UP08-4), to Operate a Therapeutic Massage Clinic Franchise at 494 Westlake Center, Suite W101

It was moved by Councilmember Torres, seconded by Councilmember Gomez and carried to approve Use Permit UP08-4, subject to the Conditions of Approval.

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

Vaughn Jones, President of the Skyline Palisades Homeowner and Resident Association, stated the association is unanimously opposed to the light brown apple moth spraying and urged the Council to pass a resolution in opposition of spraying in Daly City.

Janice Morris, Daly City expressed concern that Daly City has not adopted a resolution opposing the spraying. Ms. Morris stated the Jefferson Elementary School District has also adopted a resolution opposing the spraying. She also expressed concerns about a study session with the California Department of Food and Agriculture excluding citizens.

Mayor Klatt stated the Public Appearances/Oral Communications will continue after Senator Leland Yee's presentation.

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PRESENTATIONS:

State Budget Update

State Senator Leland Yee gave a report on the State's \$15 to \$20 billion budget deficit and explained that since the passage of a ballot measure several years ago, the State can no longer balance its budget off of local governments. Senator Yee stated we have to raise revenue soon because if we do not close the budget no later than August, the State will be out of money.

Senator Yee informed the Council that we will be moving the Cow Palace Bill out in another week. We are looking at a bill in which the State of California will sell the upper parking lot. The remaining land within the Cow Palace will be discussed by the highest level of government at a later date. Senator Yee thanked the Daly City for its help in the revitalization of the Bayshore area.

Discussion ensued with Senator Yee answering Council's questions.

Mayor Klatt thanked Senator Leland Yee for the update.

PUBLIC APPEARANCES/ORAL COMMUNICATIONS: Continued

Sharon Luehs invited the City Council to the State hearing in Sacramento next Tuesday, June 17th. State Senator Carole Migden's bill, SCR87 calling for a moratorium for any aerial spraying of the light brown apple moth. She submitted a letter from ABHOC, signed by Ann Morris calling for the adoption of the precautionary principle and rejection of aerial spraying and wide spread use of pesticides over the Bay Area.

Jennifer Rossi was opposed to the spraying and read a letter from John Connell, Director of Plan Health and Pesticides Preservation.

Linda Abbey, representing Golden Years Senior Club of Colma/Daly City, submitted a petition asking to stop the spray that will start as early as August 17th. She also submitted a list of twenty-nine cities and three counties that are in the coalition of California cities.

Trude Gebin, spoke on the aerial spraying in Daly City. She submitted a petition with 54 signatures in opposition to spray. She read a letter from D. J. Canepa urging the Council to take legal action against the State of California if they proceed forward. Furthermore, he is opposed to any ground spraying.

Lilian Tashiro, representing the Daly City Police Officers Association, submitted a letter from former Daly City Police Officer Brian Pon in support of fair compensation.

Cathy Pantazy, representing St. Francis Heights Homeowner Association, asked the City Council to join neighboring cities in banning the aerial spraying of the light brown apple moth.

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PUBLIC APPEARANCES/ORAL COMMUNICATIONS: Continued

Esteban Toscano, Jr., representing Daly City Police Officers Association, explained that he left the department for better compensation.

Cliff Valdenuez, representing Daly City Police Officers Association, explained that he left the department for better compensation. He urged the Council to give the Daly City Police Officers a fair contract.

City Manager Patricia Martel stated a month ago as a result of a closed session on labor negotiations, the City Council directed the City Manager and the negotiating team to set up another mediation session with the Police Officers Association. We tried for six weeks to schedule a date with the Police Officers Association but they were not available. However, they have agreed to meet this Thursday at 9:00 a.m.

APPOINTMENTS:

Board/Commission Membership - Committee Appointments

There were no appointments.

REPORTS:

Council Committee

The Council Committees reported on the following:

Conceptual Review CR08-5 Conceptual Review for Ivy Nail and Hair Salon located at 6801A Mission Street (Klatt/Guingona)

Conceptual Review CR08-6 Conceptual Review for a Laundromat use located at 6801B Mission Street (Klatt/Guingona)

City Council

Councilmember Gomez reported on the Kops N Kids event she attended this Saturday. Councilmember Gomez also reported that the San Mateo County Sheriff's Office invited her and other Councilmembers who are on the Emergency Services Council to participate in the Emergency Vehicle Operation Course.

Councilmember Christensen reported on the School Safety Patrol event she attended to honor the elementary students of the Jefferson Elementary School District and their parents, teachers and staff.

Councilmember Gomez presented the School Safety Awards at the Fernando Rivera School gymnasium.

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REPORTS: Continued

City Council – Cont'd.

Councilmember Torres reported on the Housing Endowment and Renewable Trust (HEART) Committee in San Mateo County's efforts in raising funds to build more affordable housing in the county. Daly City combined with the American Baptist Homes is the first city to get a \$500,000 grant to build the Senior Housing at the Top of the Hill.

Mayor Klatt reported that the Air District is now promoting "Spare the Air Day" everyday. In the past, the MTC and the Air District have promoted free public transportation on the Spare the Air Day. However, they are running out of money. Mayor Klatt announced that June 19th is a planned Spare the Air Day so the MTC and the Air District can only do one free day this year. It is also called Dump the Pump Day, which means you should get out of your vehicles and use public transportation.

Councilmember Christensen stated at the last budget session, there was a discussion about having a study session on the Light Brown Apple Moth spraying at which time the CDFA would be making a presentation and that no other presenters would be invited. Councilmember Christensen was concerned that the CDFA has looked at the evidence and has made up its mind to support the spraying. Councilmember Christensen encouraged the City to invite scientists and experts on the other side of the issue so the Council can weigh the evidence on both sides and make an informed decision.

Staff

City Manager Patricia Martel reminded the public that there will be a Household Hazardous Waste event on Saturday, June 14th at 8:30 a.m. to 12:15 p.m. in the City Hall parking lot. However, you must make an appointment beforehand by calling the San Mateo County Environmental Health Services Department.

It was moved by Councilmember Gomez, seconded by Councilmember Torres and carried to recess the meeting to sit in Closed Session.

The meeting reconvened at 11:00 P.M.

CLOSED SESSION:

From the Regular meeting/closed session of the Daly City City Council, the following report is provided pursuant to California Government Code Section 54957.1 (The Ralph M. Brown Act):

- A. Conference with Labor Negotiator:
Per Government Code Section 54957.6(b)

City Negotiator: Glenn Berkheimer
Employee Organization: All Bargaining Units/Unrepresented Employees

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CLOSED SESSION: Continued

Conference with Labor Negotiator regarding labor negotiations pursuant to section 54957.6 of the Government Code. Council majority authorized City negotiators to continue negotiations with All Bargaining Units/Unrepresented Employees.

ADJOURNMENT:

It was moved by Councilmember Gomez, seconded by Councilmember Torres and carried to adjourn the meeting in memory of Milika Fields, Mika Rose Young, Lee Yuk Choi, Olga Ysela Padilla and Joseph Rideau.

City Clerk

Approved as submitted, this _____
day of _____, 2008.

Mayor

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The meeting was called to order by Mayor Klatt at 7:05 P.M.

ROLL CALL: Councilmembers Present:

Carol L. Klatt, Mayor
Judith A. Christensen
Maggie A. Gomez
Michael P. Guingona
Sal Torres

Staff Present:

Patricia E. Martel, City Manager
Kerry E. Burns, Assistant City Manager
Kelly Schott, Assistant City Attorney
Teresa M. Ricci, Assistant City Clerk

PRESENTATIONS:

Philippine Association of University Women

Marcelina Munoz and Erlinda Galeon introduced members of the Philippine Association of University Women and presented a \$1,000 check to Library Director Carol Simmons for the Daly City Library.

Commending Richard Morosi

Councilmember Guingona presented a commendation to Richard Morosi, listing his scholastic achievements and contributions.

APPROVAL OF MINUTES:

Regular Meeting of April 14 and April 28, 2008

It was moved by Councilmember Guingona, seconded by Councilmember Torres and carried to approve the minutes of April 12 and April 28, 2008.

APPROVAL OF AGENDA:

It was moved by Councilmember Torres, seconded by Councilmember Guingona and carried to approve the agenda.

Mayor Klatt stated it was requested that Item No. 2, Adopting Salary and Other Health and Welfare and Fringe Benefits for Executive Management and Elected Officials, and Item No. 11, Authorizing Budgetary Adjustments, Appropriation of \$7,000 to the Daly City Library from Donations Received (\$2,000 Mr. Jonasson, \$5,000 Thelma Doelger Charitable Trust), be taken at the end of the Consent Agenda.

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CONSENT AGENDA:

RESOLUTIONS:

Setting Time and Place of Public Hearing – re: National Pollutant Discharge Elimination System Program Regulatory Fee - Set Hearing 07/28/08

Resolution No. 08-88, Setting Time and Place of Public Hearing Re: Maintaining Adopted Regulatory Fees Necessary to Fund Local Specific Program Activities Mandated Under the Stormwater Management Plan, and Requesting San Mateo County to Collect Such Fees

Adopting Composite Summary Memorandum of Understanding between the City of Daly City and the Daly City Police Officers Association

Resolution No. 08-89, Adopting Composite Summary Memorandum of Understanding with the Daly City Police Officers Association (June 1, 2007 through May 31, 2010)

Adopting Composite Summary Memorandum of Understanding between the City of Daly City and the Daly City Police Management Association

Resolution No. 08-90, Adopting Composite Summary Memorandum of Understanding with the Daly City Police Management Association (July 1, 2007 through June 30, 2010)

Adopting Composite Memorandum of Understanding between the City of Daly City and International Union of Operating Engineers, Stationary Engineers, Local #39

Resolution No. 08-91, Adopting Composite Summary Memorandum of Understanding with the International Union of Operating Engineers, Stationary Engineers, Local #39 (September 1, 2007 through August 21, 2010)

Authorizing License Agreement with Musicart Studio Inc. for the Performing Arts at Doelger Art Center for July 1, 2008 through June 30, 2009

Resolution No. 08-92, Approving Execution of License with Musicart Studio Inc. (Doelger Art Center 200 Northgate Avenue, Daly City, California)

Authorizing License Agreement with Westlake School for the Performing Arts at Doelger Art Center for July 1, 2008 through June 30, 2009

Resolution No. 08-93, Approving Execution of License with the Westlake School for the Performing Arts (Doelger Art Center 200 Northgate Avenue, Daly City, California)

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CONSENT AGENDA: Continued

RESOLUTIONS: Continued

Accepting Funding from the Jefferson Elementary School District and Appropriating the Funding for the After School Education and Safety Program

Resolution No. 08-94, Approving Receipt of Pass-Through Grant Funding from the Jefferson Elementary School District for the After School Education and Safety Program

Authorizing City Manager to Execute Fiscal Year 2008-09 Subgrantee Contract Agreements Under Community Development Block Grant Program (20 Agreements)

Resolution No. 08-95, Approving and Authorizing Execution of Contractual Agreements for Community Service Programs Under Community Development Block Grant Program (Fiscal Year 2008-2009)

Adopting Updated Peninsula Partnership Staff Salary Schedule and Addition of Senior Administrative Assistant Position

Resolution No. 08-96, Approving Updated Peninsula Partnership Staff Salary Schedule and Addition of Senior Administrative Assistant Position

Amending Traffic Regulations

Resolution No. 08-97 Establishing Traffic Regulations

1. Convert Existing Metered Parking Spaces on the South Side of Washington Street between Junipero Serra Boulevard and San Pedro Road from One-Hour to Two-Hour Limit
2. Designate No Parking (Red) Zone Along the North Curb of Hickey Boulevard for a Distance of 30-Feet Commencing West of St. Francis Boulevard
3. Designate 60-ft. No Parking (Red) Zone Stop along the South Curb of 92nd Street, Commencing 72 Feet East of the Curb Return at Edgeworth Avenue. Reduce Existing 60-foot No Parking Zone on the West Curb of Edgeworth Avenue at 92nd Street by a distance of 54 Feet
4. Rescind Resolution No. 91-270, Item 5C, Regarding 38-feet Red Zone at the Cul-de-sac on Westbrook Avenue
5. Install a “Yield” Sign on the Southwest Corner of John Muir Drive at Lake Merced Boulevard for Eastbound Right-turn Traffic turning onto Southbound Lake Merced Boulevard

END OF CONSENT AGENDA

It was moved by Councilmember Torres, seconded by Councilmember Christensen and carried to approve and adopt the Consent Agenda, as amended.

CITY OF DALY CITY
MINUTES – REGULAR MEETING – CITY COUNCIL
JUNE 23, 2008

Page 4

RESOLUTIONS:

Adopting Salary and Other Health and Welfare and Fringe Benefits for Executive Management and Elected Officials

City Manager Patricia Martel stated that this resolution is seeking the Council's approval for a three-year agreement with all executive managers of the city. She noted that the agreement is virtually identical to all the other labor groups' agreements.

Vice Mayor Gomez requested the total cost of these items cumulative to the city. Councilmember Christensen stated that elected officials should not be allowed to give themselves a raise on the consent agenda. We have to make sure that all our employees are taken care of first.

It was moved by Councilmember Torres, seconded by Mayor Klatt and carried with Councilmember Gomez voting "No" to adopt the following resolution:

Resolution No. 08-98, Adopting Salary Schedule/Benefits for Executive Management Employees and Elected Officials – October 1, 2007 through September 30, 2010

Authorizing Budgetary Adjustments

Mayor Klatt informed the public that the library is receiving a \$2,000 donation from Mr. Robert Jonasson and a \$5,000 grant from the Thelma Doelger Charitable Trust.

It was moved by Councilmember Torres, seconded by Councilmember Guingona and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-99, Authorizing Budgetary Adjustments and Appropriations for Fiscal Year 2007-2008

- A. Appropriation of \$7,000 to the Daly City Library from Donations Received (\$2,000 Mr. Robert Jonasson, \$5,000 Thelma Doelger Charitable Trust)

PUBLIC HEARINGS:

Appropriations Limitation for Fiscal Year 2008-2009

Director of Finance and Administrative Services Donald McVey stated that as required by Article XIIIB of the State Constitution, the City must adopt an appropriations limit for the following fiscal year. By resolution of June 9, 2008, Council established its intent to adopt the appropriations limitation for fiscal year 2008-2009. Calculations of the total appropriation limit is \$82,799,305, while the estimated proceeds of taxes for the next year is \$53,561,538, which means the city is about \$30 million below its limitation.

It was moved by Councilmember Guingona, seconded by Councilmember Torres and carried to close the public hearing.

CITY OF DALY CITY
MINUTES – REGULAR MEETING – CITY COUNCIL
JUNE 23, 2008

Page 5

PUBLIC HEARINGS: Continued

Appropriations Limitation for Fiscal Year 2008-2009 (Continued)

It was moved by Councilmember Guingona, seconded by Councilmember Gomez and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-100, Establishing City's Appropriations Limitation for Fiscal Year 2008-2009

RESOLUTIONS:

Adoption of Comprehensive Biennial Operating and Capital Budget for Fiscal Years 2009 and 2010

Director of Finance and Administrative Services Donald McVey stated the budget being presented for consideration and adoption is as reviewed by the City Council during budget study sessions, including those supplemental budget changes directed to be included by the City Council. The general fund revenue budget includes an estimated \$1.2 million increases in fees and charges which were reviewed by Council.

It was moved by Councilmember Torres, seconded by Councilmember Guingona and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-101, Adopting Comprehensive Biennial Operating Budget and Capital Budget for Fiscal Years 2009 and 2010

AWARD OF BIDS/CONTRACTS:

Reservoir 2B Reconstruction

Interim Director of Public Works Patrick Sweetland gave a presentation on awarding a reconstruction contract for Reservoir 2B. Staff recommends the Council accept all bids, waive minor irregularities and award the contract for the project to the lowest responsible bidder, Schembri Construction Company, Inc. of San Francisco, for the total bid amount of \$4,138,734 and authorize the City Manager to execute the contract. If the awarded bidder fails to execute the contract within the time limit, City Manager is authorized to award the contract to the next lowest responsible bidder. Staff also recommends appropriation of \$2,196,000 from the Bayshore Redevelopment Project Area fund balance to complete the project.

Mr. Sweetland gave a brief background involving the replacement of Reservoir 2B, which is located near the east end of Alta Vista Way. He also discussed the lowest bidder's and the second lowest bidder's (Schembri Construction and Gordon N. Ball Inc., respectively) qualifications and references. Construction is anticipated to begin in July 2008 and be completed in late summer 2009. The total estimated construction budget for this project is \$5,504,000.

CITY OF DALY CITY
MINUTES – REGULAR MEETING – CITY COUNCIL
JUNE 23, 2008

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AWARD OF BIDS/CONTRACTS: Continued

Reservoir 2B Reconstruction (Continued)

Discussion ensued with Councilmember Christensen asking about the projected life of the tank. Bill Faisat of Brown and Caldwell informed Council that it would probably be good for approximately 100 years. Councilmember Torres expressed concerns on the project's neighborhood impact. Mr. Sweetland stated that staff will be providing Council with complete information/project inspector for concerned residents.

It was moved by Councilmember Torres, seconded by Councilmember Guingona and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-102, Authorizing Execution of Construction Contract with Schembri Construction Company, Inc. for Reservoir 2B Reconstruction

Street Slurry Seal/Cape Seal 2008, Gellert Park Parking Lot, and Callan Boulevard and Southgate Avenue Bike Route

Civil Engineer Associate Hae Won Lee gave a PowerPoint presentation on awarding a contract for street slurry seal/cape seal 2008, Gellert Park parking lot and bike route project on Callan Boulevard and Southgate Avenue. Staff recommends Council to accept all bids, waive minor irregularities, and award the contract to American Asphalt, Inc. of Hayward in the amount of \$1,088,272.80 and authorize the City Manager to execute the contract.

Ms. Lee gave a brief description of slurry seals and cape seals as well as information on the lowest three bidders: American Asphalt, Inc., Valley Slurry Seal Co., and Graham Contractors, Inc. The project construction is anticipated to begin in July and be completed in October 2008. Staff recognizes the inconvenience of any street maintenance work to the public and has enhanced public outreach efforts from the experience gained in previous years. In addition, a website will be created allowing residents to check on the status of the project and to better anticipate the contractor's work schedule. Staff has also scheduled work on streets that provide access to the nearby schools.

Parking lot closures at Gellert Park are anticipated on two consecutive days, on Mondays and Tuesdays. However, pedestrian pathways will be provided throughout the project so that patrons will still have access to the courts, fields and library. In addition, to further promote bike ridership, the City applied for and was awarded a \$15,000 grant from the Bay Area Quality Management District to install a new bike route.

Discussion ensued with Councilmember Torres asking whether the entire parking lot has to be closed down for two days. Ms. Lee pointed out that there are several reasons for closing off the entire lot, including heavy equipment, time efficiency and vehicles which get in the way once sealing occurs.

CITY OF DALY CITY
MINUTES – REGULAR MEETING – CITY COUNCIL
JUNE 23, 2008

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AWARD OF BIDS/CONTRACTS: Continued

Street Slurry Seal/Cape Seal 2008, Gellert Park Parking Lot, and Callan Boulevard and Southgate Avenue Bike Route (Continued)

Councilmember Christensen was concerned with the quality of work completed with previous slurry seal projects. She also wanted to remind staff to be aware of where polling places are located in the upcoming November election so as not to disrupt these locations with future seal projects.

It was moved by Councilmember Torres, seconded by Councilmember Christensen and carried by unanimous roll call vote to close the public hearing.

It was moved by Councilmember Torres, seconded by Councilmember Christensen and carried by unanimous roll call vote to adopt the following resolution:

Resolution No. 08-103, Authorizing Execution of Construction Contract Street Slurry Seal/Cape Seal 2008, Gellert Park Parking Lot and Bike Route Project on Callan Boulevard and Southgate Avenue with American Asphalt of Hayward, California

ORDINANCES:

Second Reading – Ordinance No. 1337, Amending the Daly City Zoning Map – Rezoning From I-D Interim District to R-1 Single Family Residential Zoning at 140 Third Avenue

City Attorney Rose Zimmerman stated that this item is back for a second reading and there were no significant changes to the item. The ordinance involves a rezoning from I-D interim district to R-1 single family residential zoning at 140 Third Avenue.

It was moved by Councilmember Torres, seconded by Councilmember Gomez and carried by unanimous roll call vote to adopt the following ordinance:

Ordinance No. 1337, Zoning Map – Rezoning from I-D Interim District to R-1 Single Family Residential Zoning at 140 Third Avenue

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

None

APPOINTMENTS:

Councilmember Gomez nominated Michael Maysenholder to the Library Board of Trustees.

It was moved by Councilmember Gomez, seconded by Councilmember Torres and carried by unanimous roll call vote to appoint Mr. Maysenholder to the Library Board, with term expiring 06/30/2011.

CITY OF DALY CITY
MINUTES – REGULAR MEETING – CITY COUNCIL
JUNE 23, 2008

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REPORTS:

Council Committee

None

City Council

Councilmember Gomez announced the County's Sheriff Emergency team will be meeting on October 23, 2008 for a County-wide earthquake exercises called Silver Sentinel. All cities are welcome to sign up for the 36-hour program. Furthermore, on September 13, 2008, the Disaster Preparedness Day will take place at the San Mateo County Fairgrounds.

Mayor Klatt encouraged more people from the community to attend next year's "Friends of the Library" event.

Staff

None

ADJOURNMENT:

It was moved by Councilmember Guingona, seconded by Councilmember Gomez and carried to adjourn the meeting in the memory of Eddie King, Donald Culp and Charles Vincent at 8:05 P.M.

Assistant City Clerk

Approved as submitted, this _____

day of _____, 2008.

Mayor

Agenda Item Request

Name:gintendencia

Department:City Clerk

Division:

Date:08/15/2008

Caption of Item:Regular Meetings of June 6 and June 23, 2008

Item Details:

Notes:

Fiscal Impact:

Meeting Type:

Meeting Name:

Supervisor:

Supervisor approved? ☐



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: ACCEPTANCE OF OTS FUNDING FOR CITY OF DALY CITY-SPECIFIC DUI ENFORCEMENT PROGRAM

Recommended Action

Accept funds from the California Office of Traffic Safety totaling \$110,955. Funds will be used for DUI enforcement activities within the City of Daly City.

Background

The Police Department has been very successful in administering grant funding from the California Office of Traffic Safety over the past several years. Such funding has been used to provide public education concerning driving under the influence and to reduce incidents of such driving in our community.

Discussion

This grant provides a total of \$110,955 in overtime and equipment funding for use by the Police Department. Overtime funding will be use to provide staff to work at DUI checkpoints and other special operations. The equipment purchased with grant funds will be used to support these and routine field operations.

Fiscal Impact

There is no cash match. Funding runs from October 1, 2008 through September 30, 2009.

Summary/Conclusions

Staff is available to provide any further information desired.

Gary S. McLane
Chief of Police

cc: City Clerk
City Manager
City Attorney



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

**Subject: ACCEPTANCE OF OTS GRANT FOR CONTINUING THE “AVOID THE 23”
DUI TRAFFIC ENFORCEMENT PROGRAM**

Recommended Action

Accept funds from the California Office of Traffic Safety totaling \$652,917. Funds will be used for the captioned Avoid the 23 DUI Traffic Enforcement Program.

Background

San Mateo County has been a leading participant in the successful statewide “Avoid” Driving Under the Influence programs since their inception over twenty years ago. Funding for the County’s Avoid the 23 DUI Enforcement Program has been provided to maintain a multi-agency collaborative effort throughout the Christmas/New Year’s, Memorial Day, Labor Day, and Independence Day holiday periods.

Discussion

This grant provides a total of \$652,917 in overtime and equipment funding that can be used by all law enforcement agencies in the County for DUI checkpoints and strike teams.

The Daly City Police Department has been chosen to act as the lead agency for this grant, and will be provided with funding to coordinate the grant activities and all related financial matters.

Fiscal Impact

There is no cash match. Funding runs from October 1, 2008 through January 31, 2012.

Summary/Conclusions

Staff is available to provide any further information desired.

Gary S. McLane
Chief of Police

cc: City Clerk
City Manager
City Attorney



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: Renewal of Lease Agreement with Pacific Bell Telephone Company (AT&T) for Site at Reservoir 5

Recommended Action

Authorize the City Manager to execute a new lease agreement with Pacific Bell Telephone Company, a California corporation, (d/b/a AT&T), allowing them to continue their use of a 120 square foot area of a City transmitter building and antenna space on antenna pole at Reservoir 5.

Background

This is a renewal of a 2002 lease for communications facilities at the City's Reservoir 5 property at 515 Westmoor Avenue. This facility is used for AT&T employee radio communications, not cellular service. The original agreement had a five year term which expired in late 2006. AT&T continued paying rent as spelled out in the agreement with annual adjustments based on the consumer price index. Recently AT&T contacted the City requesting a new lease.

Discussion

AT&T's facilities include equipment installed in the City's transmitter building and an antenna mounted on a City owned pole per the original agreement. There is no significant change proposed in the facilities or equipment other than to replace obsolete/worn out parts or equipment as necessary.

The proposed lease agreement is effective retroactive to May 1 2008. It runs for five years with an auto renewal clause allowing it to be extended for up to three additional five-year terms. The initial annual lease amount will be \$8,500. The rent will automatically increase four percent on May 1 each year. The lease terms are similar to the City's standard agreement for communications providers leasing City owned sites.

Fiscal Impact

Lease revenue to the City of \$8,500 the first year with a four percent annual increase thereafter. There are no costs to the City.

Summary/Conclusion

This lease will provide a regular income stream from what would otherwise be an unused area of City property. Your approval is recommended

Staff is available to provide any additional information desired by the Mayor or City Council members.

Respectfully submitted,

Michael G. Wilson
Deputy Director of Finance and Administrative Services

cc: City Clerk, City Attorney, City Manager



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

**Subject: APPROPRIATION OF AVAILABLE BUILDING DIVISION FUNDS FOR
DIGITAL CONVERSION OF MICROFICHE RECORDS**

Recommended Action

Approve Building Division transfer of funds in the amount of \$65,000 from FY07-08 Miscellaneous Revenue to Professional Services and authorize expenditure of funds for conversion of microfilmed permit records into digital format and importation in the City's SIRE Document Management System.

Background

Since the beginning of 2007, Building Division records have been digitized for conversion into the SIRE Document Management System. Staff currently scans and digitizes normal size records in-house while oversized documents (plans) are outsourced. All previous records are stored on microfiche. The estimated number of images to be converted and indexed is over 335,000. Conversion of microfiche and importation into SIRE will allow all Building Division records to be researched and viewed in one format.

Discussion

The quality of digitized records and ease of retrieval is superior to those on microfiche. At conversion completion, Building, Planning and Code Enforcement staff will be able to view all available Building Division records from their computer desk tops. The public may continue to access Building Division records in the Building Division from a dedicated public work station. As opposed to the single address search in microfiche, digitized records offer several search options; e.g., address, permit number or OCR (Optical Character Recognition).

Fiscal Impact

Sufficient Miscellaneous Revenue funds collected in Fiscal Year 2007-08 from forfeited Construction and Demolition deposits are available for this one-time expenditure.

Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or Council Members.

Respectfully submitted,

Richard N. Berger
Director of Economic & Community Development

Attachments: Budget Transfer
LR Hines Statement of Work

City of Daly City
Budget Transfer/Adjustment

Department/Division: ECD/Building Division **Date:** 8/5/2008

Month/Fiscal Year: June/FY07/08

Explanation/Justification: _____

Available funds - Fee Forfeitures

Construction and Demolition Recycling Program

(unclaimed refundable deposits)

Professional Services - Digital Conversion of Microfiche Building Division Permit Records

(into SIRE Document Management System)

Approvals:

Originator

Director of Finance

Department Head

City Manager/City Council

Finance Only:

Name/Type Code	Amount
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To Account Number

Audited By/Date

Verified By/Date

Entered By/Date

Document No.



1380 Lead Hill Blvd. Suite 106
Roseville, CA 95661
(877)436-8218
www.lrhines.com

Statement of Work
LR Hines Consulting
City of Daly City
Microfiche to SIRE Conversion Project
June 18, 2008

Project Description and Scope:

- On behalf of the City of Daly City: LR HINES CONSULTING will receive Building and Planning Microfiche containing large format drawings and various other related images for digital conversion into the City's SIRE Document Management System.

Process Description & Assumptions

Pick-up & Delivery:

- LR Hines will provide courier services to pick up all Microfiche for processing.
- LR Hines will provide courier services to deliver all images and associated data.
- LR Hines will import all images with index information into SIRE

Document Preparation:

- Once received, L.R. Hines will prepare each Microfiche to be scanned.

Capture:

- All Microfilm will be captured as Group IV TIFF images at 200 dots per inch.

Indexing:

- All image files will be indexed by St. Number, St. Name, Suffix or as listed on the title bar of each Microfiche. If the City provides a Permit number that will be included as well.

Output:

- Output will be provided on DVD/CD Media (supplied by LR Hines) in Group IV TIFF format. (An output file for import into Sire will be part of the conversion)

Quantities:

- Based on samples taken from the City of Daly City's files we estimate that there are approximately 337,500 images on approximately 27,000 Microfiche which works out to an average of 12.5 images per Microfiche. If the average number of images per fiche are

lower, there may be an additional per fiche handling fee of \$.75 for those with less than the estimated average. It is unlikely that this would significantly increase the total estimated job cost. However, LR Hines will promptly notify the City of any additional charges that may be required.

Document Disposition:

- L.R. Hines will return microfiche upon completion of scanning and indexing and acceptance of each batch by the customer.

Schedule and Data Interchange Test:

- L.R. Hines will provide a production schedule prior to project implementation. L.R. Hines requires that a test sample set of Microfiche be performed to insure accurate processing and to validate production rates and indexing schemes.

Customer Responsibilities:

1. Box each group of Microfiche for Pickup
2. Call LR Hines to schedule pickup when ready

Pricing Details			
SERVICE	EST. VOLUME	COST / UNIT	TOTAL COST EST.
Initial template setup fee	1	\$500	\$ 500
Fiche Inspection & Prep	27,000 Fiche	INCLUDED	N/A
Scanning (200dpi) Microfiche	337,500 Images	\$.145 / image	\$48,937
Indexing	INCLUDED	INCLUDED	N/A
Courier Services	INCLUDED	INCLUDED	N/A
Media Creation	INCLUDED	INCLUDED	N/A
Import to SIRE	15	\$100 / batch	\$ 1,500
			Total Project Price: \$50,937

Terms and Conditions:

- In exchange for services delivered, the customer agrees to pay LR Hines the total amount due within 30 days from the date of invoice. LR Hines invoices upon delivery for all completed work. LR Hines reserves the right to collect monies owed in the event of nonpayment and to recover any and all legal fees in addition to the unpaid balance.
- LR Hines will make its best effort to produce the highest quality images possible from the provided documents.
- The delivered data and media will be deemed accepted unless LR Hines is notified within 30 days following delivery of images and index data to the repository. Any problems identified prior to acceptance, and are mutually agreed to be within LR Hines' responsibility, will be corrected within a schedule that is agreeable to all parties at no additional charge.
- LR Hines will take any and all measures necessary to insure the confidentiality of the information contained on the documents.
- Pricing is valid for 60 days from the date of this Pricing Schedule.
- LR Hines requires a signed Statement of Work and/or Purchase Order number prior to the start of the project.
- By signature and date below, both parties accept the terms, conditions and scope of the project as defined within this document. By signing this document all parties affirm they are, in fact, authorized to enter into this agreement.

Any deviations from this document will initiate a change order and could result in price variations. Services may be added to this agreement as requested by all parties. Any such additions must be clearly documented and signed by all parties to insure mutual understanding of services requested and work to be provided.

All parties accept the terms and scope of the project as defined by this document by signature and date below:

LR Hines Consulting, Inc.

City of Daly City

Signature: _____

Signature: _____

Name: Lonnie R. Hines

Name: _____

Title: President, CEO

Title: _____

Date: June, 2008

Date: _____



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: ADOPTION OF BUDGET APPROPRIATION FOR THE AFTER SCHOOL EDUCATION AND SAFETY PROGRAM IN JEFFERSON ELEMENTARY SCHOOL DISTRICT SCHOOLS

Recommended Action

It is requested that the City Council adopt a resolution appropriating \$199,969 in grant funds from the State of California Department of Education for the 2008-09 fiscal year to fund the After School Education and Safety (ASES) Program to be held on seven Jefferson Elementary School District sites.

Background

In February 2007, the City through the Parks and Recreation Department started the implementation of the ASES Program on seven Jefferson Elementary School District sites. This program is held after school every school day and runs from the end of the school day until 6:00 p.m. This program supplements and complements the existing programs emanating from the Jefferson School District, the Daly City Peninsula Partnership Collaborative and the City of Daly City Parks and Recreation Department. These programs include academic tutoring, homework assistance, enrichment classes, and recreational activities.

Summary/Conclusion

Staff requests that the City Council appropriate \$199,969 in grant funds from the State of California Department of Education to partially fund the after school programs held on the Jefferson Elementary School District sites.

Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully Submitted,

Ed Barney
Assistant Director of Parks and Recreation

City of Daly City
Budget Transfer/Adjustment

Department/Division: Parks and Recreation **Date:** 8/5/2008

Month/Fiscal Year: August 2008 / 2009

Explanation/Justification:

To establish a budget for the After School Education and Safety Program,
"ASES", as contracted with the Jefferson Elementary School District
for fiscal year 2008 / 2009.

Approvals:

Originator

Director of Finance

Department Head

City Manager/City Council

Finance Only:

From	Account Number	Name/Type Code	Amount	To	Account Number	Name/Type Code	Amount
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Finance Only:			Document No.
Verified By/Date	Entered By/Date	Audited By/Date	



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: APPROPRIATION OF GRANT FUNDING FOR THE AFTER SCHOOL EDUCATION AND SAFETY PROGRAM IN THE BAYSHORE NEIGHBORHOOD

Recommended Action

It is requested that the City Council adopt a resolution appropriating \$262,500 in grant funds from the State of California Department of Education for the 2008-09 fiscal year to fund the After School Education and Safety (ASES) Program to be held in the Bayshore neighborhood.

Background

In February 2007, the City through the Parks and Recreation Department started the implementation of the ASES Program in the Bayshore neighborhood. This program is held after school every school day and runs from the end of the school day until 6:00 p.m. Components of the program are held at the Bayshore Community Center, Bayshore Elementary School, Robertson Intermediate School, and in several other Bayshore neighborhood locations. This program supplements and complements the existing programs emanating from the Daly City Peninsula Partnership Collaborative and from the Mid-Peninsula Boys and Girls Club. These programs include academic tutoring, homework assistance, enrichment classes, and recreational activities.

Summary/Conclusion

Staff requests that the City Council appropriate \$262,500 in grant funds from the State of California Department of Education to partially fund the after school programs held in the Bayshore neighborhood. Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully Submitted,

Ed Barney
Assistant Director of Parks and Recreation

City of Daly City
Budget Transfer/Adjustment

Department/Division: Parks and Recreation **Date:** 8/5/2008

Month/Fiscal Year: August 2008/2009

Explanation/Justification:

To establish a budget for the After School Education and Safety Program, "ASES", for the Bayshore neighborhood for fiscal year 2008 / 2009.

Approvals:

Originator

Director of Finance

Department Head

City Manager/City Council

City of Daly City Budget Transfer/Adjustment

Account Number		Account Name	Program/Project Name	Amount	Budget Balance	
Use of Funds:					Before	After
28-131-178-4101		Salaries	ASES- Bayshore SD	\$16,735.00		
28-131-178-4102		Hourly Wages		\$102,679.00		
28-131-178-4104		PERS		\$4,293.00		
28-131-178-4105		Group Insurance		\$1,841.00		
28-131-178-4106		Workers Compensation		\$5,276.00		
28-131-178-4107		Medicare		\$758.00		
28-131-178-4119		Social Security		\$7,855.00		
28-131-178-4209		Mileage		\$2,000.00		
28-131-178-4212		Communications		\$1,000.00		
28-131-178-4220		Other Contractual Services		\$60,000.00		
28-131-178-4230		Office Expense		\$10,000.00		
28-131-178-4234		Special Departmental		\$34,063.00		
28-131-178-4238		Library Books		\$10,000.00		
28-131-178-4304		Education and Training		\$5,000.00		
28-131-178-4567		Computer Equipment		\$1,000.00		
				\$262,500.00	\$	\$
Source of Funds:						
Reduced Expenditures:						
New Revenue:						
28-131-178-3638		State of California- Misc. grants	ASES- Bayshore SD	\$262,500.00		
Total Source of Funds				\$262,500.00		

For Capital Projects Only - Transfer of Funding Between Projects

From Account Number	Name/Type Code	Amount	To Account Number	Name/Type Code	Amount
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Finance Only:

Verified By/Date	Entered By/Date	Audited By/Date	Document No.
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City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: NORTH COUNTY MENTAL HEALTH CENTER MAINTENANCE AGREEMENT

Recommended Action

Adopt a Resolution approving two year extension of continuing Custodial and Maintenance Services Agreement for North County Health Center, located at 380 – 90th Street, retroactively effective June 1, 2008 through May 31, 2010.

Background

Since 1995, the City of Daly City has provided routine maintenance and custodial services to the North County Health Center. At that time, the County determined that due to the proximity of Daly City City Hall, City of Daly City staff could provide maintenance and custodial services more economically.

Discussion

The Agreement is for two years and shall provide custodial services to keep the building in a clean condition and provide landscaping and parking lot maintenance as needed to keep the building in good appearance.

Services provided by the City will be reimbursed in full by San Mateo County Health Services Agency, which has been paying the increased rate of \$24,375 per month since June without this formal agreement.

The new Agreement calls for an increase of 42 percent, per review of actual costs by the Risk Manager and Maintenance Division. For the period of June 1, 2008 through May 31, 2010 the County will reimburse the City at the rate of \$24,375 per month or \$292,500 annually.

Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or Council Members.

Respectfully submitted,

Victor Spano
Economic Development Coordinator

Attachment

**AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND
CITY OF DALY CITY**

THIS AGREEMENT, entered into this _____ day of _____, 2008,
by and between the COUNTY OF SAN MATEO, hereinafter called "County," and CITY
OF DALY CITY hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, it is necessary and desirable that Contractor be retained for the purpose of providing custodial services, building, grounds, and parking lot maintenance services at the Daly City Clinic/ Mike Nevin Health Center, as described in Exhibit A.

**NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO
AS FOLLOWS:**

1. Exhibits and Attachments

The following exhibits and attachments are included hereto and incorporated by reference herein:

Exhibit A—Services

Exhibit B—Payments and rates

Attachment H—HIPAA Business Associate requirements

Attachment I—§ 504 Compliance

2. Services to be performed by Contractor

In consideration of the payments set forth herein and in Exhibit "B," Contractor shall perform services for County in accordance with the terms, conditions and specifications set forth herein and in Exhibit "A."

3. Payments

In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Exhibit "A," County shall make payment to Contractor based on the rates and in the manner specified in Exhibit "B." The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable. In no event shall the County's total fiscal obligation under this Agreement exceed FIVE HUNDRED EIGHTY FIVE THOUSAND (\$585,000).

4. Term and Termination

Subject to compliance with all terms and conditions, the term of this Agreement shall be from June 1, 2008 through May 31, 2010.

This Agreement may be terminated by Contractor, the Chief Executive Officer of San Mateo Medical Center, or his/her designee at any time without a requirement of good cause upon thirty (30) days' written notice to the other party.

In the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and materials (hereafter referred to as materials) prepared by Contractor under this Agreement shall become the property of the County and shall be promptly delivered to the County. Upon termination, the Contractor may make and retain a copy of such materials. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that portion of the full payment which is determined by comparing the work/services completed to the work/services required by the Agreement.

5. Availability of Funds

The County may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon unavailability of Federal, State, or County funds, by providing written notice to Contractor as soon as is reasonably possible after the county learns of said unavailability of outside funding.

6. Relationship of Parties

Contractor agrees and understands that the work/services performed under this Agreement are performed as an independent Contractor and not as an employee of the County and that Contractor acquires none of the rights, privileges, powers, or advantages of County employees.

7. Hold Harmless

Contractor shall indemnify and save harmless County, its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description, brought for, or on account of: (A) injuries to or death of any person, including Contractor, or (B) damage to any property of any kind whatsoever and to whomsoever belonging, (C) any sanctions, penalties, or claims of damages resulting from Contractor's failure to comply with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended, or (D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County, its officers, agents, employees, or servants, resulting from the performance of any work required of Contractor or payments made pursuant to this Agreement, provided that this shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Contractor to indemnify and save harmless as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

County shall defend, save harmless and indemnify Contractor, its officers and employees, from any and all claims for injuries or damages to persons and/or property which arise out of the terms and conditions of this Agreement and which result from the negligent acts or omissions of County, its officers and/or employees.

The duty of County to indemnify and save harmless as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

In the event of concurrent negligence of Contractor, its officers and/or employees, and County, its officers and/or employees, then the liability for any and all claims for injuries or damages to persons and/or property which arise out of the terms and conditions of this Agreement shall be apportioned under the California theory of comparative negligence as established presently, or as may be hereafter modified.

8. Assignability and Subcontracting

Contractor shall not assign this Agreement or any portion thereof to a third party or subcontract with a third party to provide services required by contractor under this Agreement without the prior written consent of County. Any such assignment or subcontract without the County's prior written consent shall give County the right to automatically and immediately terminate this Agreement.

9. Insurance

The Contractor shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this paragraph has been obtained and such insurance has been approved by Risk Management, and Contractor shall use diligence to obtain such issuance and to obtain such approval. The Contractor shall furnish the Department/Division with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending the Contractor's coverage to include the contractual liability assumed by the Contractor pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to the Department/Division of any pending change in the limits of liability or of any cancellation or modification of the policy.

- (1) **Worker's Compensation and Employer's Liability Insurance** The Contractor shall have in effect during the entire life of this Agreement Workers' Compensation and Employer's Liability Insurance providing full statutory coverage. In signing this Agreement, the Contractor certifies, as required by Section 1861 of the California Labor Code, that it is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Code, and will comply with such provisions before commencing the performance of the work of this Agreement.

- (2) **Liability Insurance** The Contractor shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect him/her while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from contractors operations under this Agreement, whether such operations be by himself/herself or by any sub-contractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall be not less than the amount specified below.

Such insurance shall include:

- | | |
|---|-------------|
| (a) Comprehensive General Liability | \$1,000,000 |
| (b) Motor Vehicle Liability Insurance | \$ -0- |
| (c) Professional Liability | \$ -0- |

County and its officers, agents, employees and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that the insurance afforded thereby to the County, its officers, agents, employees and servants shall be primary insurance to the full limits of liability of the policy, and that if the County or its officers and employees have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, the County of San Mateo at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

10. Compliance with laws; payment of Permits/Licenses

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances and regulations, including, but not limited to, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), and the Federal Regulations promulgated thereunder, as amended, and will comply with the Business Associate requirements set forth in Attachment "H," and the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended and attached hereto and incorporated by reference herein as Attachment "I," which prohibits discrimination on the basis of handicap in programs and activities receiving any Federal or County financial assistance. Such services shall also be performed in

accordance with all applicable ordinances and regulations, including, but not limited to, appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and State, Federal, County, or municipal law or regulations, the requirements of the applicable law will take precedence over the requirements set forth in this Agreement.

Contractor will timely and accurately complete, sign, and submit all necessary documentation of compliance.

11. Non-Discrimination and Other Requirements

- A. *Section 504 applies only to Contractors who are providing services to members of the public.* Contractor shall comply with § 504 of the Rehabilitation Act of 1973, which provides that no otherwise qualified handicapped individual shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of this Agreement.
- B. *General non-discrimination.* No person shall, on the grounds of race, color, religion, ancestry, gender, age (over 40), national origin, medical condition (cancer), physical or mental disability, sexual orientation, pregnancy, childbirth or related medical condition, marital status, or political affiliation be denied any benefits or subject to discrimination under this Agreement.
- C. *Equal employment opportunity.* Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Contractor's equal employment policies shall be made available to County of San Mateo upon request.
- D. *Violation of Non-discrimination provisions.* Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the County Manager, including but not limited to
 - i) termination of this Agreement;
 - ii) disqualification of the Contractor from bidding on or being awarded a County contract for a period of up to 3 years;
 - iii) liquidated damages of \$2,500 per violation;
 - iv) imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Manager.

To effectuate the provisions of this section, the County Manager shall have the authority to examine Contractor's employment records with respect to compliance with this paragraph and/or to set off all or any portion of the amount described in this paragraph against amounts due to Contractor under the Contract or any other Contract between Contractor and County.

Contractor shall report to the County Manager the filing by any person in any court of any complaint of discrimination or the filing by any person of any and all charges with the Equal Employment Opportunity Commission, the Fair Employment and Housing Commission or any other entity charged with the investigation of allegations within 30 days of such filing, provided that within such 30 days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include the name of the complainant, a copy of such complaint, and a description of the circumstance. Contractor shall provide County with a copy of their response to the Complaint when filed.

- E. *Compliance with Equal Benefits Ordinance.* With respect to the provision of employee benefits, Contractor shall comply with the County Ordinance which prohibits contractors from discriminating in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse.
- F. The Contractor shall comply fully with the non-discrimination requirements required by 41 CFR 60-741.5(a), which is incorporated herein as if fully set forth.
- G. *Compliance with Contractor Employee Jury Service Ordinance.* Contractor shall comply with the County Ordinance with respect to provision of jury duty pay to employees and have and adhere to a written policy that provides that its employees shall receive from the contractor, on an annual basis, no less than five days of regular pay for actual jury service in San Mateo County. The policy may provide that employees deposit any fees received for such jury service with the contractor or that the contractor deduct from the employees regular pay the fees received for jury service.

12. Retention of Records, Right to Monitor and Audit

(a) CONTRACTOR shall maintain all required records for three (3) years after the COUNTY makes final payment and all other pending matters are closed, and shall be subject to the examination and/or audit of the County, a Federal grantor agency, and the State of California.

(b) Reporting and Record Keeping: CONTRACTOR shall comply with all program and fiscal reporting requirements set forth by appropriate Federal, State and local agencies, and as required by the COUNTY.

(c) CONTRACTOR agrees to provide to COUNTY, to any Federal or State department having monitoring or review authority, to COUNTY's authorized representatives, and/or their appropriate audit agencies upon reasonable notice, access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules and regulations, and this Agreement, and to evaluate the quality, appropriateness and timeliness of services performed.

13. Merger Clause

This Agreement, including the Exhibits attached hereto and incorporated herein by reference, constitutes the sole Agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by the parties.

14. Controlling Law

The validity of this Agreement and of its terms or provisions, as well as the rights and duties of the parties hereunder, the interpretation, and performance of this Agreement shall be governed by the laws of the State of California.

15. Notices

Any notice, request, demand, or other communication required or permitted hereunder shall be deemed to be properly given when deposited in the United State mail, postage prepaid, or when deposited with a public telegraph company for transmittal, charges prepaid, addressed to:

In the case of County, to:

San Mateo Medical Center
Attn: Cathy Lehmkuhl
222 w. 39th Avenue
San Mateo, CA 94403

In the case of Contractor, to:

City of Daly City
Attn: Victor Spano
333 90th Street
Daly City, CA 94015

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives,
have affixed their hands.

COUNTY OF SAN MATEO

By: _____
Adrienne J. Tissier, President
Board of Supervisors, San Mateo County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

City of Daly City

Contractor's Signature

Date: _____

EXHIBIT A SERVICES

Contractor shall provide custodial and maintenance services as described below, consistent with the terms and provisions of this agreement:

A. Custodial Services

Contractor shall provide custodial services sufficient to maintain the building in a clean condition, that is to eliminate all visible dust, dirt, litter, grime, stains, smears, finger marks, etc., to the greatest practical degree possible, by performing the following:

1. Daily

- a. Empty and clean all trash containers and dispose of all trash and rubbish. Insert new trash liners.
- b. Dust mop and wet mop all floors, including hallways.
- c. Vacuum all carpeted areas
- d. Furnish and replenish all toilet room supplies to include soap, towels, seat covers, toilet tissue, and sanitary napkins. County will provide soap for the clinic area only. Contractor will provide soap for all other areas.
- e. Clean all toilet room sinks, toilets, urinals, and baby-changing tables using appropriate cleaning supplies to be maintained in a sanitary and odor-free condition. County will provide the disinfectant/cleaner "Cavicide" or other similar product.
- f. Remove finger marks and smudges from all glass entrance doors and bathroom mirrors.
- g. Dust the tops of all furniture, counters, cabinets and window sills (which are free of interfering objects)
- h. Remove spots and or spills from the carpets, rugs, floors, and stairways.
- i. Spot clean the walls.
- j. Wipe down all exam tables and all counter tops in the exam room, lab, and treatment rooms on the first (1st) floor with Cavicide disinfectant solution or other similar solution as directed by the County.

- k. Wipe down scales and the outside of all needles (Sharp's) containers daily with Cavicide disinfectant solution or other similar solution as directed by the County.

2. Weekly

- a. Buff the floors
- b. Vacuum room vents, including bathroom vents.
- c. Clean glass doors and interior windows.
- d. Vacuum upholstery
- e. Clean chairs and bases.

3. Quarterly

- a. Wash all the walls.
- b. Launder all cubicle curtains
- c. Shampoo all carpets

4. Semi-Annually

- a. Launder all window curtains. Wash all venetian or louver blinds, and light fixtures.
- b. Shampoo all chair upholstery.

B. Building Maintenance Services

Contractor shall maintain the premises in good repair and tenantable condition, so as to minimize breakdowns and loss of County's use of the premises caused by deferred or inadequate maintenance, including, but not limited to:

- 1. Generally maintaining the premises in good, vermin-free operating condition and appearance.

2. Furnishing prompt, quality repair of the premises, equipment and appurtenances, including public address speakers. This does not include medical or business equipment that shall be maintained by county, specifically: radiology equipment, dental equipment, autoclaves, thermometers, otoscopes, copiers, computers, fax machines or other equipment not integral to the building.
3. Furnishing preventative maintenance, including, but not limited to, manufacturer's recommended servicing of building equipment such as elevator, electrical, heating and ventilating equipment, and fixtures.
4. Furnishing and promptly replacing any inoperative light bulbs, fluorescent tubes, ballasts, starters, and filters for the heating, ventilating, and air conditioning equipment as required.
5. Semi-annual testing maintenance of all smoke detectors in the building.
6. Prompt removal of graffiti.
7. Contractor will be available during normal City work hours and shall respond to calls for services on a priority basis. Phone calls should be returned in a reasonable and timely manner. If, for some reason, Contractor cannot respond to the Health Center within an hour, Contractor will call with an estimated response time.

C. Grounds and Parking Lot Maintenance Services

Contractor shall provide grounds and parking lot maintenance as needed to maintain the premises in good appearance, condition, repair in accordance with professional landscaping standards, by performing at least the following:

1. Clean up of litter in the landscaped and parking areas.
2. Herbicidal weed control, ground cover trimming, hand weeding, and tree trimming
3. Sweeping of the parking lot area once a week.
4. Furnish and replace parking lot lights as needed.
5. Re-stripe the parking lot biannually.

EXHIBIT B
PAYMENTS

In consideration of the services provided by Contractor in Exhibit "A", County shall pay Contractor based on the following fee schedule:

- A. Effective June 1, 2008, County will be responsible for the complete maintenance, service, and costs associated with the 'life safety' equipment which includes all alarms and monitoring and suppression systems currently being programmed through the Simplex panel.
- B. In full consideration of the services provided by Contractor and subject to the provision of paragraph 3 of this Agreement, County shall pay contractor at the rate of \$24,375 per month for a maximum yearly amount of TWO HUNDRED NINETY TWO THOUSAND FIVE HUNDRED DOLLARS (\$292,500).
- C. Payment by County to Contractor shall be monthly. Contractor shall bill County on or before the tenth (10th) working day of each month for the current month. All invoices shall provide reasonable detail of the services for which the claim is made. County shall have the right to withhold payment if County determines that the quality or quantity of work performed is unacceptable.

In the event this Agreement is terminated prior to May 31, 2010 Contractor shall be paid on a pro-rated basis for only that portion of the contract term during which Contractor provided services pursuant to this agreement.

The term of this agreement shall be from June 1, 2008 through May 31, 2010. In no event shall total payment for services under this agreement exceed FIVE HUNDRED EIGHT FIVE THOUSAND (\$585,000)



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: Setting Time and Place of Public Hearing for September 8, 2008
Re: Ordinance Authorizing Recovery of Costs by Special Assessment

Recommended Action

City Council set September 8, 2008 as time and City Council Chambers as place of public hearing – Ordinance authorizing recovery of nuisance abatement costs by special assessment. The purpose of this report is to provide the City with the authority to recovery nuisance abatement costs by special assessment.

Background/Analysis

Under Government Code section 38773.5, a local agency may make the cost of abatement of a nuisance upon a parcel of land a special assessment against the parcel. In order to have the authority to recover such costs through a special assessment, the local agency must adopt an ordinance granting such authority.

Conclusion

Staff recommends that the City Council set time and place of hearing to adopt and make part of its municipal code a new section authorizing recovery of abatement costs by special assessment, and is available to provide any additional information desired by the Mayor or City Council Members.

Respectfully submitted,

Rose Zimmerman
City Attorney

Attachment: Notice setting time and place

cc: City Clerk
City Manager
City Attorney

NOTICE OF TIME AND PLACE OF HEARING

Proposed Ordinance adding Section 8.16.450 of Title 8 of the Daly City Municipal Code Re: Recovery of Costs by Special Assessment

Daly City City Council Chambers
City Hall, 333 90th Street
Daly City, California 94015
Monday, September 8, 2008, 7:00 P.M.

NOTICE IS HEREBY GIVEN that the City of Daly City has established the above time and place for hearing all persons who wish to be heard on a proposed Ordinance Adding Section 8.16.450 of Title 8 of the Daly City Municipal Code Re: Recovery of Costs by Special Assessment.

Copy of the proposed ordinance will be on file in the Office of the Daly City City Clerk, at the above address, ten (10) days prior to the above public hearing date. The purpose of this chapter is to provide the City with the authority to recover the costs of nuisance abatement by special assessment.

All persons desiring to be heard upon this matter should be present at the above said time and place set for hearing; alternatively, written comments in connection with this matter may be filed with the Daly City City Clerk, City Hall, 333 90th Street, Daly City, California, 94015, prior to date set for the hearing.

Dated: _____

Maria E. Cortes, City Clerk



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: ACCEPT VARIOUS GRANTS FOR THE TOP OF THE HILL IMPROVEMENTS PROJECT

Recommended Action

Staff recommends that the City Council accept the various grants awarded to the Top of the Hill Improvements (formerly Mission Street Enhancements), increase the Gas Tax project expenditure budget by the listed amounts, and authorize the City Manager to execute necessary funding agreements:

Samtrans – Federal High Priority Program	Grand Boulevard Initiative	\$700,000
MTC - Housing Incentive Program (HIP)	Landmark Plaza Development	\$486,000
MTC - Housing Incentive Program (HIP)	Hillcrest Senior Housing	\$129,000
MTC – Transportation for Livable Communities (TLC)		\$900,000
C/CAG - Transit Oriented Development (TOD)	Landmark Plaza Development	\$238,000
C/CAG - Transit Oriented Development (TOD)	Hillcrest Senior Housing	\$54,000
C/CAG – Regional Bicycle and Pedestrian Program (RBPP)		<u>\$499,000</u>
	Total	\$3,006,000

Discussion

The City Council previously authorized staff to submit applications for funds under the various grant programs to enhance the Top of the Hill area, improve pedestrian mobility and transit access and provide a sense of place for the neighborhood. The above grants have been awarded to the City for the Top of the Hill Improvements project, to fund design and construction of a pedestrian/transit plaza at the Mission Street/John Daly Boulevard intersection, pedestrian crossing improvements along Mission Street to Alp Street, and streetscape/landscape improvements in the project area to invite a new vibrancy and commercial/residential improvements. The plaza area will include wind screening and a new enhanced bus shelter to help protect pedestrians from the elements. Staff is working with Samtrans to include real-time transit information at the plaza.

Most recently, Samtrans has awarded FHPP funds to expand the project scope to include the widening and enhancement of the sidewalk on the west side of Mission Street between John Daly Boulevard and Vista Grande Avenue. Key features include the widening of the existing sidewalk, installation of decorative banding to match the proposed improvements on the east side of Mission Street, and installation of street trees and pedestrian scale lighting. The project will also include the widening and enhancement of the west sidewalk between Vista Grande Avenue and Parkview Avenue as a bid alternate.

The City Council previously authorized acceptance of a portion of the HIP funds to partially offset design costs. Additional funds are available through the above grants for design and construction of the project improvements.

Fiscal Impacts

The total estimated project cost is \$4,710,000. Acceptance of the grant funds will provide the majority of

**Accept Various Grants for the Top of the Hill
Improvement Project**
Meeting Date: August 25, 2008
Page 2

the project costs for the Top of the Hill Improvements project. The required local matching funds are available in the City's approved Gas Tax funded Capital Improvement budget account #17-312-672. One million (\$1,000,000) has been allocated in Water Fund Capital Improvement account #41-385-672 for upgrade and relocation of the water main in Mission Street.

Recommendation/Conclusion

Staff recommends that the City Council accept the following grants, increase the gas tax project expenditure budget and authorize the City Manager to execute necessary funding agreements and submit other documentation as necessary to receive the above grants and seek reimbursement.

Respectfully submitted,

Patrick Sweetland
Interim Director of Public Works

RO/dc

Attachment: Top of the Hill Improvements - Conceptual design layout

cc: City Clerk
City Manager
City Attorney

APPROVED TO PROCESS:

Patrick Sweetland, Interim Director of Public Works

FISCAL IMPACT VERIFIED:

Don McVey, Finance Director

APPROVED TO TRANSMIT TO CITY CLERK:

Kerry E. Burns, Assistant City Manager



Item # _____

City Council Agenda Report

Meeting Date: August 25, 2008

Subject: ADOPTION OF COMPOSITE SUMMARY MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF DALY CITY AND THE DALY CITY FIRE MANAGEMENT ASSOCIATION

Recommended Action

That the City Council adopt the Composite Summary of Memorandum of Understanding between the City of Daly City and the Fire Management Association.

Background/Discussion

The management “meet and confer” representatives designated by the City Council of the City of Daly City have met and conferred in good faith with the Daly City Fire Management Association representatives and, as a result, have arrived at a Memorandum of Understanding concerning wages, hours and conditions of employment.

Summary/Conclusion

Staff requests that the City Council adopt the Composite Summary Memorandum of Understanding between the City of Daly City and the Daly City Police Management Association for the period of August 1, 2007 through July 31, 2010.

Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully submitted,

Shawwna Maltbie
Director of Human Resources

cc: City Clerk
City Attorney
City Manager
Fire Chief

Agenda Item Request

Name:gintendencia

Department:Parks & Recreation

Division:

Date:08/15/2008

Caption of Item:Accepting and Approriating Grant Funds from the County of San Mateo Aging and Adult Services for Congregate Nutrition Program, Health Promotion/Disease Prevention Program, and County General Program Support for the Period 7/1/08 - 6/30/09

Item Details:

Notes:

Fiscal Impact:

Meeting Type:

Meeting Name:

Supervisor:

Supervisor approved? ☐



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: ACCEPTANCE AND APPROPRIATION OF GRANT FUNDS FROM THE COUNTY OF SAN MATEO AGING AND ADULT SERVICES FOR CONGREGATE NUTRITION PROGRAM, HEALTH PROMOTION/DISEASE PREVENTION PROGRAM, AND COUNTY GENERAL PROGRAM SUPPORT FOR THE PERIOD 7/1/08 – 6/30/09.

Recommended Action

It is recommended that the City Council accept a grant from the San Mateo County Aging and Adult Services in the amount of \$86,897 for the period July 1, 2008 through June 30, 2009, and further appropriate the grant funds to the Senior Services budget.

This is a grant for the fourth year of our Agreement with the San Mateo County Aging and Adult Services, which began July 1, 2005 and ends June 30, 2009.

Background Discussion

The Senior Division prepared a grant application that has been accepted by the San Mateo County Aging and Adult Services requesting funds as follows:

Congregate Nutrition (Lincoln and Doelger)	\$69,930
Disease Prevention	\$5,000
General Program Support	<u>11,967</u>
Total Contract Amount	<u><u>\$86,897</u></u>

Fiscal Impact

This is a reimbursement grant with Senior/Adult Services incurring costs associated with the projects and the County paying invoices on an ongoing basis into Account 15-132-463-3603 for Congregate Nutrition and General Program Support and Account 15-132-460-3603 for Disease Prevention.

Summary/Conclusions

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Sue Horst
Neighborhood Services Manager



Item # _____

City Council Agenda Report

Meeting Date: August 25, 2008

Subject: PROPOSED REVISIONS TO EXISTING CERTIFIED TREE WORKER JOB SPECIFICATION

Recommended Action

It is recommended that the City Council approve the proposed revisions to the Certified Tree Worker job specification.

Background/Discussion

Recent recruitments for Certified Tree Worker have been unsuccessful in obtaining applicants who meet the minimum requirements of this position. Specifically, the current job specification requires the tree worker certification and aerial rescue certification be completed *before* employment. The recommended revised job specification would require applicants to have tree-related experience, but it would not require applicants to be certified, in Aerial Rescue, Electrical Hazard Awareness Certification and International Society of Arboriculture (ISA) Tree Worker Certification upon hire. Instead, the revised job specification would require that the Aerial Rescue and Electrical Hazard Awareness Certifications and the International Society of Arboriculture (ISA) Tree Worker requirement be obtained within 12 months of employment.

Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully submitted,

Shawwna Maltbie
Director of Human Resources

cc: City Clerk
City Attorney
Director of Parks & Recreation



Item # _____

City Council Agenda Report

Meeting Date: August 25, 2008

Subject: PROPOSED REVISIONS TO EXISTING POLICE ASSISTANT JOB SPECIFICATION AND PROPOSED JOB SPECIFICATION FOR NEW POSITION OF POLICE ASSISTANT II

Recommended Action

It is recommended that the City Council approve the revised Police Assistant I Job Specification and approve the newly-established Police Assistant II Job Specification.

Background/Discussion

In 2007, the Police Department began utilizing non-sworn Police Assistants in positions previously held exclusively by officers in order to utilize sworn police personnel more effectively.

While the current Police Assistant Job Specification includes “prepares reports of actions taken and unusual incidents observed” in the “Examples of Duties” section, this language does not fully describe the specialized duties undertaken by Police Assistants in the last eighteen months. The current language does broadly describe the duties undertaken by the Police Assistants assigned to the Field Operations Bureau (“patrol”), but does not address the duties performed by the Police Assistants assigned to the Property Room nor those assigned to the Administrative Services Bureau as Court Liaison. The newly-created Police Assistant II Job Specification provides specific language concerning all three of these assignments.

While creating the new Police Assistant II Job Specification, Police staff became concerned with existing language in the current Police Assistant Job Specification under the “Physical” portion of the “Minimum Qualifications” section. The current job specification states: “Height and weight commensurate with build. Applicant must be free from any marked deformity or condition that interferes with distinct speech.” Police and Human Resources staff favor the language in the current Police Officer Job Specification, which states: “Have the physical strength, stamina and agility adequate to perform all duties of a Police Officer.” The newly-created Police Assistant II Job Specification also includes the language favored by Police and Human Resources for the Physical Minimum Qualification.

Fiscal Impact

Through contract negotiations, the Police Assistant II position is expected to provide an additional 5 percent in salary above the Police Assistant I position.

City Council Agenda Report

Subject: Proposed Revision to Police Assistant Job Specification and Proposed Job Specification for new Position of Police Assistant II

Meeting Date: August 25, 2008

Page 2 of 2

Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully submitted,

Shawna Maltbie
Director of Human Resources

cc: City Clerk
City Attorney
Chief of Police



City Council Agenda Report

Meeting Date: August 25, 2008

Subject: Proposed Revision to the *Rules and Regulations of the Classified Service* as follows:

- Rule XII, Sections 6, Transfers
- Rule XII, Section 6(b) Transfers (Sworn Fire Personnel)
- Rule XVII, Section 6, Sick Leave
- Rule XVII, Section 10, Bereavement Leave
- Rule XVI, Section 9, Addition of Reclassification Process

Recommended Action

It is recommended that the City Council adopt the proposed revisions to the Rules and Regulations of the Classified Service as recommended by the Personnel Board.

Background/Discussion

Director of Human Resources Shawonna Maltbie made the presentation to the Board.

During recent labor negotiations with most bargaining units and in discussions with employees, the City agreed to recommend revisions and additions to the Rules and Regulations of the Classified Service as follows:

- Rule XII, Section 6, Transfers

When assigned to a higher classification by a Department Head, an employee is compensated at the rate of pay of the higher classification after the employee has served 5 ~~15~~ working days in the higher classification. The increased base rate of pay shall be approximately 5% higher than the base rate of pay received by the employee in the lower classification. The increased accrual shall be effective only for hours actually worked and not for holiday, vacation, compensatory time, or other accruals. A Department Head can make a temporary assignment for a period of not less than one day in duration.

- Rule XII, Section 6(b), Transfers (Sworn Fire Personnel)

A Fire Department Public Safety employee temporarily assigned the duties of another position, not vacant in excess of **5** ~~10~~ Fire Department shifts, whether or not consecutive, shall then receive his/her permanent salary or the salary of the temporary assignment, whichever is greater.

- Rule XVII, Section 6, Sick Leave

56-Hour Safety employees of the Fire Department shall accrue leave at the rate of one-half (1/2) shift per month. Said employees of the Fire Department may accrue unused sick leave for succeeding years. ~~up to a maximum of one hundred sixteen (116) working shifts.~~ A 56-hour safety employee of the Fire Department absent from any shift shall be charged with one (1) shift sick leave for each shift the employee is absent.

City Council Agenda Report

Subject: Proposed Revision to the *Rules and Regulations of the Classified Service*

Meeting Date: August 25, 2008

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~~The maximum sick leave accrual limit shall not apply to sworn Fire personnel in the classifications of Fire Battalion Chief, Fire Training Officer and Fire Marshal, with twenty (20) years or more of service.~~

- Rule XVII, Section 10, "Bereavement Leave" to be revised as follows:

A maximum of five ~~three~~ working days bereavement leave may be taken by Miscellaneous and Sworn Police employees for deaths occurring in the immediate family as defined in *Rule 1, Section I: Immediate Family*, of this document. 56-hour Fire Department safety employees may take a maximum of two ~~one and one-half~~ shifts bereavement leave for deaths occurring in the immediate family. Payment for time off will be subject to formal request to the City Manager by the employee who shall state in the request the relationship of the deceased.

- Rule XVI, Section 9, Addition of Reclassification Process

Process for Reclassifications

1- During November, December and January of each year, an employee may request once every thirty-six (36) months, a reevaluation of his/her job based on:

- significant changes in job content and/or
- significant discrepancies between job content and classification description, and/or
- a pay range that is significantly below labor market rates or below internal equity for the job title and/or responsibilities assigned.

The request must contain justification, and shall be made to Human Resources, who will acknowledge the request within ten (10) day of receipt.

2- Depending on the nature of the request and the information submitted, the job analysis may include such techniques as:

- Comparison of information supplied in the classification analysis to current job description
- Salary and job description survey of other cities that may have matching classifications
- Interview with incumbent, immediate supervisor, and/or department head
- Physical desk/job audit
- Analysis of similar classifications or positions in the City for equity purposes.

It is the City's expectation that the job analysis will be completed within 90 days. If the City is unable to complete the job analysis within this time frame, the Union will be contacted and provided an updated date of completion.

City Council Agenda Report

Subject: Proposed Revision to the *Rules and Regulations of the Classified Service*

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At the City's discretion, an outside consultant may be retained to complete the reclassification analysis and make a recommendation to the City.

3- If an employee does not agree with Human Resources' draft recommendation, they can request a meeting with Human Resources within ten (10) days of receiving the determination. The Human Resources Director will respond in writing with the final recommendation no later than ten (10) days after this meeting.

4- The final recommendation will be communicated via a memo with any supporting documentation from Human Resources to the City Manager. All recommendations are subject to the City Manager's approval. In addition to the City Manager's approval, reclassifications may be subject to approval by the Personnel Board and/or City Council.

Employees in the reclassification process may have a representative present at the meeting with Human Resources regarding the reclassification results.

Conclusion

The public hearing was held after due notice was properly given and all interested parties were given an opportunity to be heard.

Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully submitted,

Thomas Nuris
Chairperson, Personnel Board

By: Shawnna Maltbie
Director of Human Resources

cc: City Clerk
City Attorney
City Manager

Agenda Item Request

Name:gintendencia

Department:Police

Division:

Date:08/18/2008

Caption of Item:Authorizing Erasure of Public Safety Radio/Telephone Tape Recordings
for April, May and June 2007

Item Details:

Notes:

Fiscal Impact:

Meeting Type:

Meeting Name:

Supervisor:

Supervisor approved? ☐



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

**Subject: ERASURE OF PUBLIC SAFETY RADIO/TELEPHONE TAPE RECORDINGS
FOR APRIL, MAY AND JUNE 2007**

Recommended Action

Staff recommends that the City Council authorize the erasure of the Police Department's Public Safety Radio/Telephone Tape Recordings for April thru June 2007 (not needed as Evidence in any claim or pending litigation).

Background

Pursuant to the provisions of Section 34090.6 of the Government Code which reads, in part,

"Notwithstanding the provisions of Section 34090, the head of a department of a city...after 100 days may destroy recordings of telephone and radio communications maintained by the department...This destruction shall be approved by the legislative body and the written consent of the agency attorney shall be obtained. In the event that such recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved."

The purge can occur with the Department's annual destruction of crime and investigation reports.

Discussion

The requested action is in compliance with Section 34090.6 of the Government Code which further states:

"For purposes of this section, 'recordings of telephone and radio communications' means the routine daily taping and recording of telephone communications to and from a city...and all radio communications relating to the operations of such departments..."

Fiscal Impact

None

Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully submitted,

Gary S. McLane
Chief of Police

cc: City Clerk
City Attorney
City Manager



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: REVISION OF CITY FEES, CHARGES AND FINES

Recommended Action

Adoption by resolution of revised City Fees, Charges and Fines.

Background

Most City fees, charges and fines have not been adjusted to reflect actual costs in many years. In conformance with the City Council objective of increased recovery of City costs in areas where the benefit of the service is chiefly received by those requesting the service, Public Resource Management (PRM), an independent consulting firm specializing in such studies, was employed to conduct a comprehensive study of the City's fees, including a cost allocation plan for City overhead. During budget study sessions for the 2009/2010 budget responsible departments reviewed with City Council the cost allocations and proposed increases to fees, charges and fines, making adjustments where Council considered it appropriate.

Discussion

The new levels of City Fees and Charges are set at no more than 100% of cost recovery or at the lower statutory rate if one exists. Costs were determined from the in-depth study performed by PRM. Revenues from existing fees and charges were determined by PRM based on a five year historical average, and were used to help insure that new rates would not exceed the actual costs to provide the services. Cost recovery was based on the City receiving average fees at the new rates over time. Actual results will vary year by year based on actual volume of activity, which can only be estimated. In the future fees will be reviewed in light of actual revenues received as well as actual costs incurred and staff will return to City Council on a periodic basis with recommended adjustments as needed to insure compliance with City Council direction and with statute.

Building Permit Fees are set through a combination of building valuation and fees because both are used in combination with square footage of construction in order to arrive at permit and other building related fees. In order to arrive at total fees that will cover the costs of providing the service, building valuations were increased by the average of two construction cost indices, the Building Cost Index and the Construction Cost index, which resulted in a 13% increase in valuations. An additional increase of 6% on the related fees was necessary to arrive at the total increase. This methodology is consistent with past practice for Building fees.

Fines for Code Enforcement were set at levels that City Council deemed appropriate to serve the intended purpose, that is, to discourage improper and/or illegal behavior rather than relate them to cost recovery percentages as such.

The increase for Water Division water meter installation was determined by staff based on overhead allocations arrived at by PRM along with the time required for the installations, reflecting full cost of performing the installations.

City Council Agenda Report

Subject: REVISION OF CITY FEES, CHARGES AND FINES

Meeting Date: August 25, 2008

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It should be noted that not all fees and charges are increasing. In cases where fees were determined to be higher than full cost recovery on an individual basis those fees or charges will be reduced accordingly. Also, no increases in charges in the Parks and Recreation Department including Senior Adult Services have been proposed. No change in fees or charges will be made for those items governed by statute.

Proper notice of the Public Hearing was published by the City Clerk, and the schedules of Fees Charges and Fines have been on file in the City Clerk's Office and available for public inspection beginning August 11, 2008. Effective date for development related fees and charges is 60 days after adoption and for nondevelopment related fees, charges and fines is on adoption.

Fiscal Impact

The City's fiscal 2009 and 2010 annual budgets adopted by the City Council in June contain estimated revenue increases of approximately \$1,200,000 in each year that are anticipated to be realized from the increases to be adopted.

Summary/Conclusion

Making the increases will bring the City closer to full costs recovery and more appropriately reflect the true cost of service in many areas where demand for service is driven by those who directly benefit.

Staff is available to provide any additional information desired by the Mayor or City Council Members.

Respectfully submitted,



Donald W. McVey
Director of Finance and
Administrative Services

Attachment: Schedules of Fees, Charges and Fines

cc: City Manager
City Attorney
City Clerk

**City of Daly City
User Fee Revisions 2009**

<u>Page</u>	<u>Department</u>
1	Library
2	Public Works/Streets
3	Public Works/Engineering
4	Police
5	Fire
7	Planning
8	Code Enforcement
9	Building
12	Water Meter Installations

		City of Daly City			
		Library Fees			
				<i>Recommendations</i>	
		Service Name	Current Fee	Cost Recovery Policy Level (%)	Fee @ Policy Level
		Adult Materials Overdue Fine (per day & item)	\$0.25	System-Wide	\$0.25
		Maximum Overdue Fine-Adult Materials	\$8.00	System-Wide	\$8.00
		Children's/(YA) Materials Overdue Fine (per day & item)	\$0.15	System-Wide	\$0.15
		Max. Overdue Fine-Children's/YA Mat., (per item)	\$4.00	System-Wide	\$4.00
		Holds-All Mat. Except Children's & YA's	\$0.75	System-Wide	\$0.75
		Audiovisual Case, Missing or Damaged	\$3.00	83.28%	\$5.00
		Barcode, Missing or Damaged	\$1.00	19.99%	\$1.00
		Collection Agency Service Fee, \$10 per acct owing more than \$35 in fines	\$10.00	System-Wide	\$10.00
		Comm. Room Rental, Non-Profit Group (\$5 per hour after 4hours)	\$20.00	53.80%	\$20.00
		Comm. Room Rental, For-Profit Group (\$10 per hour after 4hours)	\$40.00	102.17%	\$50.00
		Computer Printer Copies	\$0.15	5.62%	\$0.15
		Computer Use Guest Card (30 days)	\$10.00	98.26%	\$10.00
		Copier (Coin-Operated)	\$0.15	2.63%	\$0.15
		Floppy Disks	\$1.00	33.31%	\$1.00
		Interlibrary Loan (Items not avail. from PLS)	\$5.00	System-Wide	\$5.00
		Library Card Replacement	\$2.00	66.62%	\$2.00
		Lost Items Processing Fee	\$5.00	System-Wide	\$5.00
		Microfilm Printer Copies, per page	\$0.15	3.75%	\$0.15
		Test Proctoring, resident (per test date, \$5 each additional test on same day)	\$25.00	27.74%	\$25.00
		Test Proctoring, non-resident (per test date, \$5 ea. additional test on same day)	\$35.00	55.48%	\$50.00
		Test Proctoring-Faxing Completed Test	\$5.00	104.36%	\$15.00

	City of Daly City			
	Public Works / Streets			
			<i>Recommendations</i>	
	Service Name	Current Fee	Cost Recovery Policy Level (%)	Fee @ Policy Level
	Sidewalk Inspection	\$80.00	100.00%	\$175.00
	Sidewalk Permit	\$80.00	100.00%	\$170.00

	City of Daly City			
	Public Works / Engineering			
			<i>Recommendations</i>	
	Service Name	Current Fee	Cost Recovery Policy Level (%)	Fee @ Policy Level
	Building Permit Reviews	\$645	100%	\$852
	Geotechnical Report Review	\$320	100%	\$1,382
	Traffic Study Review	\$320	100%	\$518
	Water System Study Review	\$320	100%	\$1,160
	Drainage / Sewer Study Review	\$320	100%	\$1,129
	Environmental Impact Report Review	\$320	100%	\$1,129
	Grading Plan Review - 10,000+ s.f. disturbed area	\$3,000	100%	\$1,631
	Grading Plan Review - <10k s.f. disturbed area	\$2,000	100%	\$872
	Grading Inspection - 10,000+ s.f. disturbed area	\$8,000	100%	\$1,038
	Grading Inspection - <10k s.f. disturbed area	\$2,000	100%	\$739
	Subdivision Agreement	\$3,000	100%	\$3,578
	Parcel Map Review	\$1,760	100%	\$1,773
	Final Map Review	\$2,400	100%	\$2,200
	Site Improvement Plan Review	\$2,926	100%	\$3,948
	Site Imp Inspection	\$1,320	100%	\$2,053
	Enc Perm (OTC): Overhng/Fence in ROW - 25 ft	\$2,080	100%	\$431
	Enc Perm (OTC): 1 Driveway	\$240	100%	\$431
	Enc Perm (OTC): Single drain under sidewalk	\$160	100%	\$431
	Enc Perm (OTC): Sidewalk - 200 sq ft	\$450	100%	\$606
	Enc Perm: Street Excavation 400 sq ft	\$550	100%	\$797
	Enc Perm: Str Parking Obstruction	\$80	100%	\$320
	Enc Perm: Water Svc Connection - per connection	\$240	100%	\$828
	Water Svc: Fire Flow Check	\$80	100%	\$325
	Sewer Service Connection - per connection	\$320	100%	\$733
	Oversize Load Permit	\$16	State Set	\$16
	Haul Route Permit (Dirt)	\$1,667	100%	\$426

	City of Daly City			
	Police Department Fees			
			<i>Recommendations</i>	
	Service Name	Current Fee	Cost Recovery Policy Level (%)	Fee @ Policy Level
	Police Report Copies, \$7 per report + \$.10 ea. Pag	\$7.00	N/A	\$0.10
	Photograph Copies	\$10.00	N/A	\$10.00
	False Alarms (1st-free, 2< \$50 ea.)	\$50.00	Fine	\$50.00
	Taxi Applicants, New	\$75.00	100.00%	\$107.00
	Taxi Applicants, Renewal	\$30.00	100.00%	\$40.00
	Civil Court Appearance	\$150.00	N/A	\$150.00
	Fingerprinting (DOJ & FBI Fees are addt'l)	\$18.00	N/A	\$18.00
	Arrest Log	\$16.20	N/A	\$16.00
	Clearance Letter, Citizens	\$10.00	100.00%	\$22.00
	Clearance Letter, Non-Citizens	\$20.00	100.00%	\$22.00
	School Employees	\$18.00	N/A	\$18.00
	CCW Permits, New - CII:\$90, City:\$210	\$300.00	100.00%	\$405.00
	CCW Permits, Renewal - CII:\$42, City:\$58	\$100.00	100.00%	\$215.00
	Massage Technician, CII:\$32, City:\$23	\$55.00	100.00%	\$92.00
	Auto Impound Fee	\$50.00	100.00%	\$204.00
	Auto Impound Fee, Unlic./Suspended/ DL/DUI/Exp	\$150.00	100.00%	\$204.00
	Repossession Fee	\$15.00	100.00%	\$27.00
	Video Tape	\$20.00	N/A	\$20.00
	Audio Tape	\$10.00	N/A	\$10.00
	Digital Photos/CD's	\$10.00	N/A	\$10.00
	Dispatch Tape, per hour	\$54.00	100.00%	\$58.00
	Storage of Firearms (\$25 ea. Additional)	\$50.00	100.00%	\$154.00
	Massage Establishment	\$500.00	100.00%	\$500.00

	City of Daly City			
	Fire Department			
			<i>Recommendations</i>	
	Service Name	Current Fee	Cost Recovery Policy Level (%)	Fee @ Policy Level
	Plan Review - Base Rate	\$525.00	100.00%	\$596.00
	Plan Review - Misc. w/o sq ftg., per hour	\$99.00	100.00%	\$219.00
	Add'l Plan Review- Changes, per hour	\$99.00	100.00%	\$219.00
	Unpermitted Construction Work	\$198.00	100.00%	\$299.00
	New Comm & Res Sprinkler Sys Inst. Per 3,000 sq. ft.	\$396.00	100.00%	\$775.00
	New Manufac. Home Sprinkler Install.	\$198.00	100.00%	\$299.00
	Comm. Underground Pipe Sys Install.	\$297.00	100.00%	\$848.00
	Standpipe System Installations per 3,000 sq. ft.	\$396.00	100.00%	\$1,036.00
	Tenant Improvements: Install./Alteration of 10 or More Heads per 3,000 sq. ft.	\$198.00	100.00%	\$1,225.00
	Alteration/Repair of Existing Underground Pipe System	\$198.00	100.00%	\$440.00
	New Fire Alarm System Installations per 3,000 sq. ft.	\$297.00	100.00%	\$659.00
	Installation of Addtl Devices on Existing System	\$198.00	100.00%	\$659.00
	New Install. - Other Fire Protection Systems per installation	\$297.00	100.00%	\$1,225.00
	Plan Check Re-submittals	\$99.00	100.00%	\$308.00
	Site Inspection-Fire Sprinklers, Tenant Improvement, per inspection	\$99.00	100.00%	\$284.00
	Fire Alarms: Repair/Exchange Devices, per inspection	\$99.00	100.00%	\$284.00
	Construction Reinspections	\$99.00	100.00%	\$283.00
	Install. Of Haz. Material Storage Tank per inspection	\$99.00	100.00%	\$284.00
	Rpicmt of Haz. Mat. Storage Tank Piping, Dispensers per inspection	\$99.00	100.00%	\$284.00
	Removal of Haz. Mat. Storage Tank per inspection	\$99.00	100.00%	\$284.00
	Medical Gas Piping, per hr	\$99.00	100.00%	\$1,036.00
	Initial Annual Fire Inspection - per inspection	\$99.00	100.00%	\$212.00
	Occupancy Reinspections - per inspection	\$99.00	100.00%	\$212.00
	Annual Fire Code Permits	\$198.00	100.00%	\$286.00
	New Occup. Inspec. (New Business)	\$198.00	100.00%	\$286.00
	Key Box Service (FD Appl.)	\$75.00	100.00%	\$221.00
	Mall Kiosk Inspection	\$45.00	100.00%	\$166.00
	Permitted Activities Less Than 90 Days	\$99.00	100.00%	\$166.00
	Asphalt Kettle Operation, Annual	\$99.00	100.00%	\$63.00
	Title 19, 5 yr Cert. Inspec. For Fire Extinguishing Systems, annual	\$198.00	100.00%	\$102.00
	High Rise Annual Inspec/Cert	\$99.00	100.00%	\$1,219.00
	Fire Incident Reports, \$10 per rpt + \$.10 ea. Page >5	\$10.00	20.28%	\$10.00
	Fire Invest. Rpts-Non-Subpoenaed, \$10 per rpt + \$.10 ea. Page >5	\$10.00	20.28%	\$10.00
	All Other Rpts, \$10 per rpt + \$.10 ea. Page >5 or \$49 per hr + \$.10 per page	\$10.00	20.28%	\$10.00
	Photographs-Digital Photos, \$25 + \$1 for CD or \$25 + \$1.40 per photo FD	\$25.00	31.66%	\$25.00
	Fire Code Variance Applications	\$267.00	100.00%	\$517.00
	Inspections Outside Normal Business Hrs	\$148.00	100.00%	\$293.00
	Pre-Inspec/Consultation (Day Care, Constr. Projects, ect), per hr	\$99.00	100.00%	\$229.00
	Pre-Inspec. Of Care Facilities, < 25 Occupants	\$50.00	17.43%	\$51.00
	Pre-Inspec. Of Care Facilities, 26 < Occupants	\$100.00	100.00%	\$291.00

	Candles & Open Flames in Assemblies, Annual	\$198.00	100.00%	\$102.00
	Carnival & Fairs, 90 Days or Less	\$99.00	100.00%	\$268.00
	Christmas Tree Lot	\$198.00	100.00%	\$268.00
	Combustible Mat. Storage >2500 cu. Ft.	\$198.00	100.00%	\$102.00
	Compressed Gases	\$198.00	100.00%	\$102.00
	Commercial Rubbish-Handling Operation	\$198.00	100.00%	\$102.00
	Cryogenics	\$198.00	100.00%	\$102.00
	Day Care (E-3) >14 Children in Res. Or >6 Children in Non-Res Bldg	\$198.00	100.00%	\$102.00
	Dry Cleaning (Operate a Dry Cleaning Plant)	\$198.00	100.00%	\$102.00
	Dust Producing Operations	\$198.00	100.00%	\$102.00
	Fire Alarm (Operate a Fire Alarm Sys.)	\$198.00	100.00%	\$102.00
	Flammable/Combustible Liquids	\$198.00	100.00%	\$102.00
	Hazardous Materials	\$198.00	100.00%	\$102.00
	High Piled Combustible Storage	\$198.00	100.00%	\$102.00
	Hot-Work Operations	\$198.00	100.00%	\$102.00
	Institutions, Board & Care	\$198.00	100.00%	\$102.00
	Lg Family Day Care (9-14 Children in Res. Bldg)	\$198.00	100.00%	\$102.00
	Liquefied Petroleum Gas	\$198.00	100.00%	\$102.00
	Malls-Assemblies, Auto Displays, Open Flames, etc	\$99.00	100.00%	\$102.00
	Motor Vehicle Fuel Dispensing Station	\$198.00	100.00%	\$102.00
	Places of Assembly	\$198.00	100.00%	\$102.00
	Radioactive Materials > 1 micro curie	\$198.00	100.00%	\$102.00
	Refrigeration Equipment	\$198.00	100.00%	\$102.00
	Repair Garage	\$198.00	100.00%	\$102.00
	Spraying or Dipping (using flammable or combustible liquids/powders)	\$198.00	100.00%	\$102.00
	Tents, Canopies & Temp. Membrane Structures	\$99.00	100.00%	\$316.00

	City of Daly City			
	Planning Fees			
			<i>Recommendations</i>	
	Service Name	Current Fee	Cost Recovery Policy Level (%)	Fee @ Policy Level
	Antenna - Use Permit/Admin Use Permit	\$1,606.00	100.00%	\$3,408.00
	Use Permit, Minor Res.	\$400.00	50.00%	\$4,961.00
	Use Permit, Major Comm.	\$1,320.00	50.00%	\$4,931.00
	Use Permit, Minor	New	50.00%	\$2,466.00
	Variance, Minor Comm.	\$400.00	50.00%	\$4,847.00
	Variance, Major	\$1,320.00	50.00%	\$4,644.00
	Planned Development Zone Charge	\$2,120.00	75.00%	\$14,254.00
	Zone Chgs / Text Amend	\$1,500.00	75.00%	\$10,742.00
	GPA / Text Amend	\$1,400.00	75.00%	\$12,530.00
	Certificate of Compliance	\$135.00	50.00%	\$712.00
	Parcel Map, excl Cert of Compl	\$332.00	50.00%	\$4,644.00
	Minor Subdivision (>4 lots/parcels)	\$1,400.00	50.00%	\$4,697.00
	Major Subdivision (5+ lots/parcels)	\$2,100.00	50.00%	\$4,749.00
	Condominium Conversion, per unit	\$9,200.00	100.00%	\$13,513.00
	Environmental Assessment (Exempt)	\$83.00	100.00%	\$136.00
	Initial Study (Neg Dec)	\$498.00	50.00%	\$2,519.00
	Initial Study (Mitigated Neg Dec)	\$664.00	50.00%	\$2,995.00
	EIR (Excluding Initial Study)	\$25,000.00	38.55%	\$25,000.00
	Design Review - Major	\$800.00	50.00%	\$5,421.00
	Design Review - Minor	\$200.00	50.00%	\$1,293.00
	Conceptual Review	\$200.00	50.00%	\$2,783.00
	Design Review - Administrative	New	50.00%	\$139.00
	Sullivan Corridor Review Fee	\$200.00	30.71%	\$2,000.00
	Lg Family Day Care - New	\$75.00	2.69%	\$75.00
	Secondary Unit	\$249.00	100.00%	\$614.00
	Curb Cut (Planning Division Only)	\$150.00	75.00%	\$325.00
	Time Extension	\$166.00	50.00%	\$666.00
	Appeal Fee	\$100.00	2.46%	\$100.00
	Zoning Conf & Verification Letters	\$83.00	50.00%	\$352.00
	ABC Letter of Conv & Necessity	\$415.00	100.00%	\$2,329.00
	Sign Permit	\$200.00	100.00%	\$200.00
	Plan Check (Planning Division Only)	\$98.04	100.00%	\$122.00
	General Plan Maintenance Fee - % of Bldg. Permit	\$300,000.00	100.00%	\$300,000.00

		City of Daly City			
		Code Enforcement			
			<i>Recommendations</i>		
		Service Name	Abated in 1 to 30 Days	Abated in 31 to 60 Days	Abated in 60 to 90 Days
		Building Maintenance Problems	\$ 300	\$ 690	\$ 1,080
		Construction w/o Permits	\$ 300	\$ 690	\$ 1,180
		Unsafe Building	\$ 200	\$ 640	\$ 1,080
		Fence Problem	\$ 200	\$ 640	\$ 1,080
		Housing Code Violation	\$ 250	\$ 675	\$ 1,080
		Illegal Secondary Unit	\$ 600	\$ 925	\$ 1,050
		Conditions of Approval/ Zoning Viol	\$ 250	\$ 675	\$ 1,080
		Sign Code Violation	\$ 100	\$ 450	\$ 800
		Illegal Home Occupation	\$ 250	\$ 830	\$ 1,400
		Miscellaneous	\$ 200	\$ 640	\$ 1,080
		Retaining Wall	\$ 100	\$ 450	\$ 800
		Expired Permit	\$ 100	\$ 450	\$ 800
			<i>Existing Fines</i>		
		Service Name	Abated in 1 to 30 Days	Abated in 31 to 120 Days	Abated in Over 120 Days
		Building Maintenance Problems	\$ 300	\$ 600	\$ 1,200
		Construction w/o Permits	\$ 300	\$ 600	\$ 1,200
		Unsafe Building	\$ 200	\$ 400	\$ 800
		Fence Problem	\$ 200	\$ 640	\$ 1,080
		Housing Code Violation	\$ 250	\$ 500	\$ 1,000
		Illegal Secondary Unit	\$ 600	\$ 1,200	\$ 2,400
		Conditions of Approval/ Zoning Viol	\$ 250	\$ 500	\$ 1,000
		Sign Code Violation	\$ 100	\$ 200	\$ 400
		Illegal Home Occupation	\$ 250	\$ 500	\$ 1,000
		Miscellaneous	\$ 200	\$ 400	\$ 800
		Retaining Wall	\$ 300	\$ 600	\$ 1,200
		Expired Permit	\$ 250	\$ 500	\$ 1,000

DALY CITY BUILDING VALUATION DATA - September 28, 2004

The unit costs are intended to comply with the definition of "valuation" in Section 223 of the 2001 California *Building Code* and thus include architectural, structural, electrical, plumbing and mechanical work, except as specifically listed below. The unit costs also include the contractor's profit, which should not be omitted.

Occupancy and Type	Cost per Square Foot, Average	Occupancy and Type	Cost per Square Foot, Average	Occupancy and Type	Cost per Square Foot, Average	Occupancy and Type	Cost per Square Foot, Average
1. APARTMENT HOUSES:		8. DWELLINGS:		14. JAILS:		21. RESTAURANTS:	
Type I or II F.R.*	\$ 115.16	Type V - Masonry	\$ 98.28	Type I or II F.R.	\$ 206.56	Type III-1 hour	\$ 126.46
(Good)	\$ 141.78	(Good)	\$ 125.81	Type III-1 hour	\$ 188.91	Type III-N	\$ 122.17
Type V - Masonry		Type V - Wood Frame	\$ 87.38	Type V-1 hour	\$ 141.65	Type V-1 hour	\$ 115.81
(or Type III)	\$ 94.00	(Good)	\$ 119.97	15. LIBRARIES:		Type V-N	\$ 111.27
(Good)	\$ 115.16	Basements		Type I or II F.R.	\$ 151.13	22. SCHOOLS:	
Type V - Wood Frame	\$ 82.83	Semi-Finished	\$ 26.10	Type II- 1 hour	\$ 110.62	Type I or II F.R.	\$ 144.37
(Good)	\$ 106.46	(Good)	\$ 30.12	Type II-N	\$ 105.16	Type II- 1 hour	\$ 98.54
Type I Basement Garage	\$ 48.56	Unfinished	\$ 18.96	Type III-1 hour	\$ 116.85	Type III-1 hour	\$ 105.42
2. AUDITORIUMS:		(Good)	\$ 22.98	Type III-N	\$ 111.01	Type III-N	\$ 101.40
Type I or II F.R.	\$ 136.06	Add Rooms	\$ 32.29	Type V-1 hour	\$ 109.71	Type V-1 hour	\$ 98.80
Type II- 1 hour	\$ 98.54	9. FIRE STATIONS:		Type V-N	\$ 105.16	Type V-N	\$ 94.26
Type II-N	\$ 93.22	Type I or II F.R.	\$ 148.53	16. MEDICAL OFFICES:		23. SERVICE STATIONS:	
Type III-1 hour	\$ 103.61	Type II- 1 hour	\$ 97.76	Type I or II F.R.*	\$ 155.15	Type II-N	\$ 87.25
Type III-N	\$ 98.28	Type II-N	\$ 92.18	Type II- 1 hour	\$ 119.71	Type III-1 hour	\$ 91.01
Type V-1 hour	\$ 99.06	Type III-1 hour	\$ 106.98	Type II-N	\$ 113.73	Type V-1 hour	\$ 77.51
Type V-N	\$ 92.44	Type III-N	\$ 102.44	Type III-1 hour	\$ 129.83	Canopies	\$ 36.35
3. BANKS:		Type V-1 hour	\$ 100.36	Type III-N	\$ 120.87	24. STORES:	
Type I or II F.R.*	\$ 192.28	Type V-N	\$ 95.17	Type V-1 hour	\$ 117.11	Type I or II F.R.*	\$ 106.98
Type II- 1 hour	\$ 141.65	10. HOMES FOR THE ELDERLY:		Type V-N	\$ 112.95	Type II- 1 hour	\$ 65.44
Type II-N	\$ 137.10	Type I or II F.R.	\$ 134.64	17. OFFICES**:		Type II-N	\$ 64.01
Type III-1 hour	\$ 156.32	Type II- 1 hour	\$ 109.32	Type I or II F.R.*	\$ 138.66	Type III-1 hour	\$ 79.59
Type III-N	\$ 150.74	Type II-N	\$ 104.65	Type II- 1 hour	\$ 92.83	Type III-N	\$ 74.65
Type V-1 hour	\$ 141.65	Type III-1 hour	\$ 113.86	Type II-N	\$ 88.42	Type V-1 hour	\$ 66.99
Type V-N	\$ 135.68	Type III-N	\$ 109.19	Type III-1 hour	\$ 100.23	Type V-N	\$ 61.93
4. BOWLING ALLEYS:		Type V-1 hour	\$ 109.97	Type III-N	\$ 95.82	25. THEATERS:	
Type II- 1 hour	\$ 66.21	Type V-N	\$ 106.20	Type V-1 hour	\$ 93.87	Type I or II F.R.	\$ 142.56
Type II-N	\$ 61.80	11. HOSPITALS:		Type V-N	\$ 88.42	Type III-1 hour	\$ 103.87
Type III-1 hour	\$ 72.06	Type I or II F.R.*	\$ 211.89	18. PRIVATE GARAGES:		Type III-N	\$ 98.93
Type III-N	\$ 67.38	Type III-1 hour	\$ 175.40	Wood Frame	\$ 31.55	Type V-1 hour	\$ 97.76
Type V-1 hour	\$ 48.56	Type V-1 hour	\$ 167.35	Masonry	\$ 35.57	Type V-N	\$ 92.44
5. CHURCHES:		12. HOTELS AND MOTELS:		Open Carports	\$ 21.55	26. WAREHOUSES***:	
Type I or II F.R.	\$ 128.79	Type I or II F.R.*	\$ 131.13	19. PUBLIC BUILDINGS:		Type I or II F.R.	\$ 64.14
Type II- 1 hour	\$ 96.73	Type III-1 hour	\$ 113.60	Type I or II F.R.*	\$ 160.21	Type II or V-1 hour	\$ 38.04
Type II-N	\$ 91.92	Type III-N	\$ 108.28	Type II- 1 hour	\$ 129.83	Type II or V-N	\$ 35.70
Type III-1 hour	\$ 105.16	Type V-1 hour	\$ 98.93	Type II-N	\$ 124.12	Type III-1 hour	\$ 43.10
Type III-N	\$ 100.49	Type V-N	\$ 96.99	Type III-1 hour	\$ 134.77	Type III-N	\$ 41.03
Type V-1 hour	\$ 98.28	13. INDUSTRIAL PLANTS:		Type III-N	\$ 130.09	27. EQUIPMENT:	
Type V-N	\$ 92.44	Type I or II F.R.	\$ 73.87	Type V-1 hour	\$ 123.34	AIR CONDITIONING:	
6. COMMERCIAL TI:		Type II- 1 hour	\$ 51.41	Type V-N	\$ 118.93	Commercial	\$ 5.45
Interior TI work	\$ 43.05	Type II-N	\$ 47.26	20. PUBLIC GARAGES:		Residential	\$ 4.54
7. CONVALESCENT HOSPITALS:		Type III-1 hour	\$ 56.61	Type I or II F.R.*	\$ 63.49	SPRINKLER SYSTEMS	\$ 3.38
Type I or II F.R.*	\$ 180.73	Type III-N	\$ 53.36	Type I or II Open Parking*	\$ 47.65	28. DECKS:	
Type II- 1 hour	\$ 125.42	Tilt-up	\$ 38.95	Type II-N	\$ 36.35	Residential - wood	\$ 25.00
Type III-1 hour	\$ 128.53	Type V-1 hour	\$ 53.36	Type III-1 hour	\$ 48.04		
Type V-1 hour	\$ 121.13	Type V-N	\$ 48.82	Type III-N	\$ 42.71		
				Type V-1 hour	\$ 43.75		

*Add 0.5% to total cost for each story over three. **Deduct 20% for shell-only buildings. ***Deduct 11% for mini-warehouses.

DALY CITY BUILDING VALUATION DATA - May 2008

2008 Increase = 13%

The unit costs are intended to comply with the definition of "valuation" in Section 223 of the 2001 California *Building Code* and thus include architectural, structural, electrical, plumbing and mechanical work, except as specifically listed below. The unit costs also include the contractor's profit, which should not be omitted.

Occupancy and Type	Cost per Square Foot, Average	Occupancy and Type	Cost per Square Foot, Average	Occupancy and Type	Cost per Square Foot, Average	Occupancy and Type	Cost per Square Foot, Average
1. APARTMENT HOUSES:		8. DWELLINGS:		14. JAILS:		21. RESTAURANTS:	
Type I or II F.R.*	\$ 130.13	Type V - Masonry	\$ 111.06	Type I or II F.R.	\$ 233.42	Type III-1 hour	\$ 142.90
(Good)	\$ 160.21	(Good)	\$ 142.16	Type III-1 hour	\$ 213.46	Type III-N	\$ 138.06
Type V - Masonry		Type V - Wood Frame	\$ 98.74	Type V-1 hour	\$ 160.06	Type V-1 hour	\$ 130.87
(or Type III)	\$ 106.22	(Good)	\$ 135.56	15. LIBRARIES:		Type V-N	\$ 125.73
(Good)	\$ 130.13	Basements		Type I or II F.R.	\$ 170.77	22. SCHOOLS:	
Type V - Wood Frame	\$ 93.60	Semi-Finished	\$ 29.49	Type II- 1 hour	\$ 125.00	Type I or II F.R.	\$ 163.14
(Good)	\$ 120.30	(Good)	\$ 34.04	Type II-N	\$ 118.84	Type II- 1 hour	\$ 111.35
Type I Basement Garage	\$ 54.87	Unfinished	\$ 21.42	Type III-1 hour	\$ 132.04	Type III-1 hour	\$ 119.13
2. AUDITORIUMS:		(Good)	\$ 25.97	Type III-N	\$ 125.44	Type III-N	\$ 114.58
Type I or II F.R.	\$ 153.75	Add Rooms	\$ 36.48	Type V-1 hour	\$ 123.97	Type V-1 hour	\$ 111.65
Type II- 1 hour	\$ 111.35	9. FIRE STATIONS:		Type V-N	\$ 118.84	Type V-N	\$ 106.51
Type II-N	\$ 105.34	Type I or II F.R.	\$ 167.84	16. MEDICAL OFFICES:		23. SERVICE STATIONS:	
Type III-1 hour	\$ 117.08	Type II- 1 hour	\$ 110.47	Type I or II F.R.*	\$ 175.32	Type II-N	\$ 98.59
Type III-N	\$ 111.06	Type II-N	\$ 104.16	Type II- 1 hour	\$ 135.27	Type III-1 hour	\$ 102.84
Type V-1 hour	\$ 111.94	Type III-1 hour	\$ 120.89	Type II-N	\$ 128.52	Type V-1 hour	\$ 87.59
Type V-N	\$ 104.46	Type III-N	\$ 115.76	Type III-1 hour	\$ 146.71	Canopies	\$ 41.08
3. BANKS:		Type V-1 hour	\$ 113.41	Type III-N	\$ 136.59	24. STORES:	
Type I or II F.R.*	\$ 217.28	Type V-N	\$ 107.54	Type V-1 hour	\$ 132.33	Type I or II F.R.*	\$ 120.89
Type II- 1 hour	\$ 160.06	10. HOMES FOR THE ELDERLY:		Type V-N	\$ 127.64	Type II- 1 hour	\$ 73.94
Type II-N	\$ 154.93	Type I or II F.R.	\$ 152.14	17. OFFICES**:		Type II-N	\$ 72.33
Type III-1 hour	\$ 176.64	Type II- 1 hour	\$ 123.53	Type I or II F.R.*	\$ 156.69	Type III-1 hour	\$ 89.93
Type III-N	\$ 170.33	Type II-N	\$ 118.25	Type II- 1 hour	\$ 104.90	Type III-N	\$ 84.36
Type V-1 hour	\$ 160.06	Type III-1 hour	\$ 128.67	Type II-N	\$ 99.91	Type V-1 hour	\$ 75.70
Type V-N	\$ 153.31	Type III-N	\$ 123.38	Type III-1 hour	\$ 113.26	Type V-N	\$ 69.98
4. BOWLING ALLEYS:		Type V-1 hour	\$ 124.26	Type III-N	\$ 108.27	25. THEATERS:	
Type II- 1 hour	\$ 74.82	Type V-N	\$ 120.01	Type V-1 hour	\$ 106.07	Type I or II F.R.	\$ 161.09
Type II-N	\$ 69.83	11. HOSPITALS:		Type V-N	\$ 99.91	Type III-1 hour	\$ 117.37
Type III-1 hour	\$ 81.42	Type I or II F.R.*	\$ 239.43	18. PRIVATE GARAGES:		Type III-N	\$ 111.79
Type III-N	\$ 76.14	Type III-1 hour	\$ 198.21	Wood Frame	\$ 35.65	Type V-1 hour	\$ 110.47
Type V-1 hour	\$ 54.87	Type V-1 hour	\$ 189.11	Masonry	\$ 40.20	Type V-N	\$ 104.46
5. CHURCHES:		12. HOTELS AND MOTELS:		Open Carports	\$ 24.35	26. WAREHOUSES***:	
Type I or II F.R.	\$ 145.54	Type I or II F.R.*	\$ 148.18	19. PUBLIC BUILDINGS:		Type I or II F.R.	\$ 72.48
Type II- 1 hour	\$ 109.30	Type III-1 hour	\$ 128.37	Type I or II F.R.*	\$ 181.04	Type II or V-1 hour	\$ 42.99
Type II-N	\$ 103.87	Type III-N	\$ 122.36	Type II- 1 hour	\$ 146.71	Type II or V-N	\$ 40.35
Type III-1 hour	\$ 118.84	Type V-1 hour	\$ 111.79	Type II-N	\$ 140.26	Type III-1 hour	\$ 48.71
Type III-N	\$ 113.55	Type V-N	\$ 109.59	Type III-1 hour	\$ 152.29	Type III-N	\$ 46.36
Type V-1 hour	\$ 111.06	13. INDUSTRIAL PLANTS:		Type III-N	\$ 147.00	27. EQUIPMENT:	
Type V-N	\$ 104.46	Type I or II F.R.	\$ 83.48	Type V-1 hour	\$ 139.38	AIR CONDITIONING:	
6. COMMERCIAL TI:		Type II- 1 hour	\$ 58.10	Type V-N	\$ 134.39	Commercial	\$ 6.16
Interior TI work	\$ 48.64	Type II-N	\$ 53.40	20. PUBLIC GARAGES:		Residential	\$ 5.13
7. CONVALESCENT HOSPITALS:		Type III-1 hour	\$ 63.97	Type I or II F.R.*	\$ 71.74	SPRINKLER SYSTEMS	
Type I or II F.R.*	\$ 204.22	Type III-N	\$ 60.30	Type I or II Open Parking*	\$ 53.84	28. DECKS:	
Type II- 1 hour	\$ 141.72	Tilt-up	\$ 44.01	Type II-N	\$ 41.08	Residential - wood	
Type III-1 hour	\$ 145.24	Type V-1 hour	\$ 60.30	Type III-1 hour	\$ 54.28		
Type V-1 hour	\$ 136.88	Type V-N	\$ 55.16	Type III-N	\$ 48.27		
				Type V-1 hour	\$ 49.44		

*Add 0.5% to total cost for each story over three. **Deduct 20% for shell-only buildings. ***Deduct 11% for mini-warehouses.

		City of Daly City			
		Water Fees			
				<i>Recommendations</i>	
		Service Name	Current Fee	Cost Recovery Policy Level (%)	Fee @ Policy Level
		Water Meter Installation 3/4"	\$22.00	100.00%	\$292.00
		Water Meter Installation 1"	\$55.00	100.00%	\$292.00
		Water Meter Installation 1.5"	\$119.00	100.00%	\$292.00
		Water Meter Installation 2"	\$179.64	100.00%	\$292.00
		Water Meter Installation 3"	\$200.00	100.00%	\$457.00
		Water Meter Installation 4"	\$415.25	100.00%	\$457.00
		Water Meter Installation 6"	\$200.00	100.00%	\$457.00
		Labor only. Actual cost of meter and box additional.			



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: ORDINANCE ADOPTING FIRE FALSE ALARM ASSESSMENTS

Recommended Action

Adoption of an ordinance allowing for the collection of fire false alarm assessments as allowed under State of California Government Code Section 53069.4; adopt a resolution setting those false alarm assessment amounts on the second reading of the Ordinance.

Discussion

During budget study sessions for the 2009/2010 budget, departments reviewed with City Council the cost allocations and proposed increases to fees, charges and fines. Adjustments were made where Council considered it appropriate.

Assessments for Fire False Alarms were set at levels that City Council deemed appropriate to serve the intended purpose, that is, to discourage improper and/or illegal behavior rather than relate them to cost recovery percentages as such. Assessments are as follows.

False Alarm First Response in one calendar year	\$550.00
False Alarm Second Response in one calendar year	\$750.00
False Alarm Third and Above Response in one calendar year	\$1,000.00

Fiscal Impact

There is a likely increase in General Fund revenue from these assessments in the short run, but if the assessments are successful in discouraging false alarms then revenue from this source will likely decline.

Staff is available to provide any additional information desired by the Mayor or City Council Members.

Respectfully submitted,

Donald W. McVey
Director of Finance and
Administrative Services

cc: City Manager
City Attorney
City Clerk
Fire Chief

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DALY CITY ADDING
SECTION 15.32.220 OF TITLE 15 OF THE DALY CITY MUNICIPAL CODE
RE: FALSE ALARM PENALTIES

The City Council of the City of Daly City, DOES ORDAIN as follows:

Section 1:

Chapter 15.32.220 of the Daly City Municipal Code is hereafter added to the Daly City Municipal Code to read as follows:

15.32.220 Purpose.

The purpose of this chapter is to encourage the alarm system users and alarm companies to properly use and maintain such alarm systems in order to reduce or eliminate false alarms. False alarms unduly divert public safety officials from responding to more essential or life-threatening activities. It is also the purpose of this chapter to provide for penalties for violations in order to recover the cost of responding to false alarms and to discourage the continuation of repeat false alarms.

15.32.230 Prevention of False Alarms; Penalties.

An alarm signal activated intentionally or through inadvertence or negligence, to which personnel of the fire department respond, when there is no need for such response, shall constitute a false alarm. The alarm owner shall be subject to a civil penalty for each false alarm. The City Council shall set by Resolution the amount of penalties to be charged for each false alarm.

15.32.240 Appeals.

Any person who contends that the Fire Chief or designated representative has erroneously determined that an alarm was a false alarm may, within ten (10) calendar days of receipt of notification of the determination, file a written appeal. Appeals shall state the dates and times of alarm activation and the reasons why each assessment should be waived. The Chief of Police, or designee, shall provide notice and opportunity to be heard to the person aggrieved within thirty (30) days of receipt of the appeal and render a written decision on the appeal within ten (10) days of the hearing. The decision on the appeal shall be final and conclusive.

Section 2: Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of Daly City hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

Section 3: The City Council finds, pursuant to Title 14 of the California Code of Regulations, Section 15378, that this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) in that it is not a project as provided by the Act, in that it does not have a potential for resulting in a detrimental physical change in the environment, directly or ultimately, as provided in

Title 14, Section 15378(a), and that it is also exempt under the definition of "project" in Section 15378(b)(3) in that it concern general policy and procedure making.

Section 4:

Publication.

The Daly City City Clerk shall publish this Ordinance according to law.



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

Subject: AWARD OF BID FOR COMPACT PICK-UP TRUCKS

Recommended Action

Award of bid for six extended cab compact pick-up trucks to San Francisco Ford Lincoln Mercury of South San Francisco in the total amount of \$95,344.98, including sales tax to be used for parking enforcement.

Discussion

The Police Department has been using Go-4 specialized parking enforcement vehicles for some time. These vehicles have a number of limitations including poor parts availability, lack of good weather sealing and space limitations. The Police Department has requested that as they are due for normal replacement they be replaced with extended cab compact pick-ups. There is also the need on occasion to do trailer towing for the speed trailers and barricade trailer.

In order to optimize fuel economy, only two of the vehicles were specified with six-cylinder engines which will provide 6,000 lb. towing capacity. The remaining four have four-cylinder engines. The four-cylinder Ford Ranger has the highest city fuel efficiency rating available in compact pick-up models according to the Environmental Protection Agency at 19 mpg city. This model is also consistent with the rest of the City fleet, minimizing stocking of parts and staff training time.

Three bids were received of nine sources solicited, as follows:

Bidder	Total Bid
San Francisco Ford	\$95,344.98
Serramonte Ford	\$96,570.04
East Bay Ford	\$100,006.22

Fiscal Impact

Sufficient funding is available in the Motor Vehicles Fund as part of the annual vehicle replacement plan.

Summary/Conclusion

Award is recommended to the overall low bid of San Francisco Ford Lincoln Mercury of South San Francisco in the total amount of \$95,344.98, including sales tax.

Staff is available to provide any additional information desired by the Mayor or City Council Members.

Respectfully submitted,

Donald W. McVey
Director of Finance and
Administrative Services

cc: City Manager, City Attorney, City Clerk, Police Chief



City Council Agenda Report

Item # _____

Meeting Date: August 25, 2008

SUBJECT: TOBACCO RETAILER PERMIT ORDINANCE

PURPOSE:

The purpose of this report is to provide the City Council with information regarding changes to the Tobacco Retailer Permit Ordinance (codified as Chapter 8.54 in the Daly City Municipal Code) proposed by the County of San Mateo ("County").

BACKGROUND:

In May 1999, the City Council adopted the current ordinance requiring tobacco retailers to obtain a permit in order to sell tobacco products through the County of San Mateo. The ordinance authorized the County to issue business permits for the sale of tobacco products and granted authority for the County to suspend the permits and/or issue fines for each occurrence in violation of the ordinance.

ANALYSIS:

According to the County, there has been a marked increase in the number of permit suspension hearings conducted by the Environmental Health Division since the beginning of 2007. There have been 12 such hearings in 2007 and additional hearings are expected to be scheduled in the coming weeks. This increase has occurred, in part, because the Environmental Health Division begun conducting revocation hearings based upon the reported results of stings targeting sales of tobacco to minors carried out by the California Department of Public Health pursuant to the Stake Act (Business and Professions Code § 22952).

The proposed amendments provides for an effective date of suspension and for a stay of a pending suspension if an appeal is requested before the suspension takes effect. In addition, it also provides that appeals are heard by the Licensing Board, which makes the final decision, rather than the County Board of Supervisors.

The new ordinance adds additional clarity with respect to other portions of the ordinance. It clarifies that permits cannot be renewed if the permittee has outstanding fines issued by the Environmental Health Division and Department of Planning and Building. It also simplifies the ordinance by always requiring new permits for new locations.

Finally, the new ordinance strengthens the penalty provisions and provides for more consistent application. In the repealed version, the Environmental Health Division had discretion to order a suspension of zero to ninety days for a second offense and zero day to a year for a third offense (in any two year period). The new ordinance requires a minimum 30 day suspension for a second offense and a minimum 90 day suspension for a third offense (in any two year period).

Tobacco Retailer Permit Ordinance

Meeting Date: August 25, 2008

Page 2 of 2

CONCLUSION:

Adoption of the County ordinance would allow for a uniform countywide approach to ensuring the legal sale of tobacco products.

RECOMMENDATION:

Staff recommends that the City Council adopt and make part of its municipal code, the ordinance from the County.

Respectfully submitted,

Rose Zimmerman
City Attorney

Attachment

cc : City Clerk
City Attorney
City Manager

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DALY CITY
REPEALING CHAPTER 8.54 OF TITLE 8 OF THE DALY CITY MUNICIPAL CODE RE:
TOBACCO RETAILER PERMIT AND ADDING CHAPTER 8.54 TO THE MUNICIPAL
CODE RE: TOBACCO RETAILER PERMITS

The City Council of the City of Daly City DOES ORDAINS as follows:

SECTION 1. Chapter 8.54 of the Municipal Code is hereby repealed.

SECTION 2. Chapter 8.54 of the Municipal Code is hereafter added to read as follows:

CHAPTER 8.54

TOBACCO RETAILER PERMITS

Sections:

- 8.54.010 Requirement for a permit.
- 8.54.020 Application, issuance and renewal procedure.
- 8.54.030 Display of permit.
- 8.54.040 Fees for permit.
- 8.54.050 Permit is nontransferable.
- 8.54.051 Enforcement of applicable law.
- 8.54.060 Suspension of permit.
- 8.54.070 Administrative fine.
- 8.54.080 Authorization of Enforcement By San Mateo County Personnel adopted.

8.54.010 Requirement for a permit.

It shall be unlawful for any retailer, individual, or entity to sell or offer for sale any tobacco products without first obtaining and maintaining a valid tobacco retailer's permit from San Mateo County for each location where such sales are conducted. Permits are valid for one year and shall be renewed annually.

8.54.020 Application, issuance and renewal procedure.

- (a) Application for a tobacco retailer's permit shall be submitted in the name of the entity or person proposing to conduct retail tobacco sales and shall be signed by such person or an authorized agent thereof. All applications shall be submitted on a form supplied by the Environmental Health Division of the Department of Health (hereinafter referred to in this chapter as the Environmental Health Division) and contain the following information:
 - (1) The name, address, and telephone number of the applicant;
 - (2) The business name, address, and telephone number of each location where tobacco is retailed; and
 - (3) Such other information as the Director of the Environmental Health Division or his or her designee determines is necessary for implementation of this ordinance codified in this

chapter.

- (b) Applicants for renewal must follow the application procedures set forth in subsection (a). A renewal for a tobacco retailer's permit will be denied if the application is for a person or location for which a suspension is in effect and/or if there are any outstanding fines issued by the San Mateo County Environmental Health Division and Department of Planning and Building.

8.54.030 Display of permit.

Upon receipt of an application for a tobacco retailer's permit, the Director or his or her designee shall issue a permit which must be prominently displayed at each location where tobacco retail sales are conducted.

8.54.040 Fees for permit.

The fee for a tobacco retailer's permit shall reflect the County's costs of processing the permit and regulating compliance with this chapter and shall be contained in section **5.64.070.**

8.54.050 Permit is nontransferable.

Tobacco retailer's permits are nontransferable as between entities, retailers, individuals, locations or otherwise.

8.54.051 Enforcement of applicable law.

If an agent or employee of the tobacco retailer violates any provisions of this chapter or any federal or state tobacco related law, the tobacco retailer shall immediately report the violation to the Environmental Health Division.

8.54.060 Suspension of permit.

- (a) Grounds for Suspension. A tobacco retailer's permit may be suspended, as set forth below in subdivision (b), by the Director of the Environmental Health Division or his or her designee upon a finding, after notice and opportunity to be heard, that either of the following occurred:
 - (1) After the permit was issued it was determined that the application for the permit is incomplete or inaccurate.
 - (2) The permittee or his or her agent has violated any provision of this chapter or any federal or state tobacco-related law.
- (b) Time Period of Suspension of Permit.
 - (1) Upon the first time that the Director of the Environmental Health Division or his or her designee makes the finding that either subsection (a)(1) or (a)(2) of this section has occurred, the permit to sell tobacco products shall be suspended for up to 30 days.
 - (2) Upon the second time that the Director of the Environmental Health Division or his or her

designee makes the finding set forth in subsection (a)(1) or (a)(2) of this section within twenty four months of the first determination, the permit to sell tobacco products shall be suspended for no less than 30 days and up to 90 days.

- (3) Upon the third and each subsequent time that the Director of the Environmental Health Division or his or her designee makes the finding set forth in subsections (a)(1) and (a)(2) within twenty four months of a prior determination, the permit to sell tobacco products shall be suspended for no less than 90 days and up to one year.

(c) Effective Date of Suspension.

- (1) If the Director of the Environmental Health Division or his or her designee makes oral findings and issues an order of suspension at the hearing, the suspension will be effective 10 days from the date of the hearing, unless a timely appeal is filed in accordance with subsection (d).
- (2) If the Director of the Environmental Health Division or his or her designee makes written findings and issues an order of suspension by certified mail after the hearing, the suspension will be effective 15 days from the date appearing on the notice of that finding and order of suspension, unless a timely appeal is filed in accordance with subsection (d).

(d) Appeal of Suspension.

- (1) The decision of the Director of the Environmental Health Division or his or her designee is appealable to the San Mateo County Licensing Board.
- (2) An appeal must be in writing, be addressed to the Director of the Environmental Health Division and be hand-delivered to the offices of the Division of Environmental Health.
- (3) An appeal must be received by the Division of Environmental Health before the effective date of suspension provided by subsections (c)(1) or (c)(2) in order to be considered.
- (4) The filing of a timely appeal will stay a suspension pending a decision on the appeal by the San Mateo County Licensing Board.
- (5) The decision of the San Mateo County Licensing Board shall be a final administrative order, with no further administrative right of appeal.

8.54.070 Administrative fine.

- (a) Grounds for Fine. A fine may be imposed upon findings made by the Director of the Environmental Health Division or his or her designee, that any retailer, individual, or entity who is an owner of a retail establishment:

- (1) does not have a valid tobacco retailer's permit; and
- (2) offers for sale any tobacco, cigarette, or cigarette papers, or any other preparation of tobacco, or any other instrument or paraphernalia that is designed for the smoking or ingestion of tobacco or products prepared from tobacco.

- (b) Amount of Fine. Upon findings made under subsection (a), the retailer, individual, or entity who is an owner of a retail establishment shall be subject to an administrative fine as follows:

- (1) A fine not exceeding one hundred dollars (\$100) for a first violation.
- (2) A fine not exceeding two hundred dollars (\$200) for a second violation.
- (3) A fine not exceeding five hundred dollars (\$500) for the third and subsequent violations.

- (4) Each day that tobacco products are offered for sale without a permit shall constitute a separate violation. A finding of “offering for sale” will be made if these tobacco products are actually sold and/or displayed in the retail establishment.
- (c) Fine Procedures. Notice of the fine shall be served on the retailer, individual, or entity who is owner of the establishment by certified mail. The notice shall contain an advisement of the right to request a hearing before the Director of the Environmental Health Division or his or her designee contesting the imposition of the fine. Said hearing must be requested within ten days of the date appearing on the notice of the fine. The decision of the Director of the Environmental Health Division shall be a final administrative order, with no administrative right of appeal.
- (d) Failure to Pay Fine. If said fine is not paid within 30 days from the date appearing on the notice of the fine or of the notice of determination of the Director of the Environmental Health Division or her or his designee after the hearing, the fine shall be referred to a collection agency within or external to the County. In addition, any outstanding fines must be paid prior to the issuance of any permit by the San Mateo County Environmental Health Division of the Department of Health and Department of Planning and Building.

8.54.080 Authorization of Enforcement by San Mateo County Personnel

The County of San Mateo, its officers, employees and agents are hereby authorized to enforce this ordinance on behalf of the city, within the jurisdiction areas of this city. Such enforcement authority includes, but is not limited to, the collection of fees and fines, expending such revenue in the enforcement of the tobacco retailer permit, holding hearings, suspending permits and issuing administrative fines.

SECTION 3. If any provision of this chapter or the application of such provision to any person or in any circumstances shall be held invalid, the remainder of this chapter, or the application of such provision to person or in circumstances other than those as to which it is held invalid, shall not be affected thereby.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DALY CITY
REPEALING CHAPTER 8.54 OF TITLE 8 OF THE DALY CITY MUNICIPAL CODE RE:
TOBACCO RETAILER PERMIT AND ADDING CHAPTER 8.54 TO THE MUNICIPAL
CODE RE: TOBACCO RETAILER PERMITS

SECTION 4. This Ordinance shall be effective thirty (30) days from the passage date thereof.

Introduced this _____ day of _____, 2008.

Passed and adopted as an Ordinance of the City of Daly City at a regular meeting of the City Council of the City of Daly City held on the _____ day of _____, 2008, by the following vote:

AYES, Councilmembers _____

NOES, Councilmembers _____

Absent, Councilmembers: _____

CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

MAYOR OF THE CITY OF DALY CITY

Meeting Date: August 25, 2008

To: Honorable City Council
From: Anna Mostella, City Manager's Office
Date: August 19, 2008
Subject: Council Committee Meetings from July 28 – August 24, 2008

<u>Date of Meeting:</u>	<u>Meeting:</u>	<u>In Attendance:</u>
July 28, 2008	Finance Committee RE: New Auditing Standards	Carol L. Klatt Maggie A. Gomez Patricia E. Martel Don McVey
July 31, 2008	General Plan Steering Committee	Carol L. Klatt Judith A. Christensen Patricia E. Martel Richard Berger Michael Van Lonkhuysen
August 13, 2008	Conceptual Review CR08-14 and Use Permit UP08-10, 5951-5955 Mission Street, Thornton Fashion Design Tenant Improvements	Carol L. Klatt Michael P. Guingona Patricia E. Martel Richard Berger Michael Van Lonkhuysen Jeanne Naughton

/am

cc: Richard Berger, Director of ECD
Michael Van Lonkhuysen, Senior Planner

Attachments