CITY OF DALY CITY

Regular Meeting - CITY COUNCIL

AGENDA

Monday, June 27, 2016 - 7:00 PM
City Hall Council Chambers – 2nd Floor
333 – 90th Street, Daly City, CA 94015

Live Telecast: Comcast Channel 27, Astound 26, AT&T U-Verse 99

Webcast: www.dalycity.org/meetings

DRAFT

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:

PRESENTATIONS:

John Daly Boulevard Streetscape Presentation (Hae Won Ritchie, Senior Civil Engineer)

APPROVAL OF MINUTES:

Regular Meeting of May 23, 2016

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

AVAILABILITY OF PUBLIC RECORDS:

All public record to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.

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. Adopting Resolution in Honor of Erlinda Tiongco Galeon

2. Authorizing the Use of Federal Asset Forfeiture Funds (DEA) to Purchase New Ballistic Shields and Distraction Device Storage Units for the Daly City SWAT Team

3. Authorizing the Use of Federal Asset Forfeiture Funds (DEA) to Purchase New Ballistic Protection for the Daly City Police Department

4. Amending Traffic Regulations to: (1) Install bus layover zone on the west side of Junipero Serra Boulevard; (2) Install No Parking (red) zone on Ottilia Street; (3) Install red zones around the traffic island on Cerro Drive; (4) Designate No Parking on Cerro Drive; (5) Install Passenger Loading/Unloading (white) zone at 50 Northridge Drive; and (6) Install a No Parking/Tow-Away (red) zone on the south side of School Street

5. Adopting Revised Title VI Non-Discrimination Plan

6. Authorizing the City Manager to Renew Tree Maintenance Service Agreement with West Coast Arborist for 2016/2017 Fiscal Year

7. Accepting Edward Byrne Memorial Justice Assistance Grant (JAG) Program Grant Funds for Forensic Laboratory Fees

8. Authorizing the City Manager to Execute an Agreement Between the City of Daly City and the Daly City Partnership to Manage and Operate the Community Service Center

9. Approving the Contract Amendment to the Three-Year Agreement Between the Human Services Agency of San Mateo County and the City of Daly City to Extend the Term to December 31, 2016

10. Amending Traffic Regulations to: (1) Install commercial loading zone along the north side of John Daly Boulevard; (2) Install No Parking (red) zone on the west curb of St. Francis Boulevard; (3) Install red zones along N. Mayfair Avenue and Oaklawn Drive; and (4) Extend the existing red zone on 92nd Street

11. Approving the Adoption of Appropriations Limit for Fiscal Year 2017

12. Approving the Annual Agreement Between the City of Daly City and the Daly City/Colma Chamber of Commerce for Fiscal Year 2016-2017

13. Setting Time and Place of Public Hearing Amending Urgency Ordinance Establishing

Rates and Regulations for Water Use During a Water Shortage Emergency

Check Registers:

14. Check Registers for the Month of May 2016

END OF CONSENT AGENDA

PUBLIC HEARINGS:

15. Notice of Lien and Special Assessment to Real Property

Staff:
Chiu
Recommended Action:
Open/Close Hearing
Adopt Resolution
Roll Call

16. National Pollutant Discharge Elimination System Local Stormwater Program Regulatory Fee

Staff:
Sweetland
Recommended Action:
Open/Close Hearing
Adopt Resolution
Roll Call

COMMUNICATIONS:

17. Minor Subdivision SUB-04-16-12018, Use Permit UPR-04-16-12019, and Design Review DR-04-16-12020 – Four Condominiums at 1645 Edgeworth Avenue

Staff:
VanLonkhuysen
Recommended Action:
Adopt Resolution
Roll Call

18. Use Permit UPR-4-16-12046 – Tattoo and Body Piercing Business at 6074A Mission Street

Staff:
Mtunga
Recommended Action:

Adopt Resolution
Roll Call

19. Approving Proposed Reassignment of Assistant Director of Public Works/City Engineer Classification to Range 359 of Executive Management Salary Schedule

Staff:
Martel/Maltbie
Recommended Action:
Adopt Resolution
Roll Call

20. Adoption of Comprehensive Biennial Operating and Capital Budget for Fiscal Years 2017 & 2018

Staff:
Martel/Chiu
Recommended Action:
Adopt Resolution
Roll Call

AWARD OF BIDS/CONTRACTS:

21. Award of Construction Contract for the Gellert Park Soccer Field Rehabilitation Project

Staff:
Fuller
Recommended Action:
Adopt Resolution
Roll Call

22. Award of Construction Contract for the 2016-17 Westlake Slurry Seal Project

Staff:
Fuller
Recommended Action:
Adopt Resolution
Roll Call

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 Membership Committee Appointments

REPORTS:

23. Council Committee

A Council Committee Meetings, May 22 - June 26, 2016

24. City Council

25. Staff

ADJOURNMENT:

CITY OF DALY CITY
MINUTES – REGULAR MEETING - CITY COUNCIL
MAY 23, 2016

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

ROLL CALL: Councilmembers Present:

Sal Torres, Mayor
David J. Canepa, Vice Mayor
Raymond A. Buenaventura
Judith A. Christensen
Michael P. Guingona

Staff Present:

Patricia E. Martel, City Manager
Julie T. Underwood, Assistant City Manager
Rose L. Zimmerman, City Attorney
K. Annette Hipona, City Clerk

APPROVAL OF MINUTES:

Regular Meetings of May 9, 2016

It was moved by Councilmember Buenaventura, seconded by Councilmember Guingona and carried to approve the minutes of May 9, 2016.

APPROVAL OF AGENDA:

It was moved by Vice Mayor Canepa, seconded by Councilmember Christensen and carried to approve the Agenda.

CONSENT AGENDA:

A resident requested to pull item #1 from the Consent Agenda for further discussion.

Resolutions:

Calling for Daly City Municipal Election on November 8, 2016, 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

Joel Nino, resident, reminded the public about the dates for mail-in ballots for the upcoming election.

It was moved by Councilmember Christensen, seconded by Vice Mayor Canepa and carried to approve the following resolution:

Resolution 16-72, 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 8, 2016)

Authorizing Use of Federal Asset Forfeiture Funds (DEA) for the Installation of an Internet Safe Exchange Zone

Resolution 16-73, Authorizing Use of Federal Asset Forfeiture (DEA) Funds for Installation of an Internet Safe Exchange Zone

Approving a Purchase Agreement with Lucity, Inc. for Asset and Infrastructure Management Software

Resolution 16-74, Approving and Authorizing Agreement with Lucity, Inc. for Asset and Infrastructure Management Software

Adopting a Resolution of Intent to Adopt the City's Annual Appropriation Limitation (Gann Limit)

Resolution 16-75, Adopt Appropriations Limitation for the Fiscal Year 2016-2017 on June 27, 2016

Proposing New Classification of Lead Traffic Signal-Street Light Technician Job Specification and Assignment to Range 59 of AFSCME Salary Schedule (Civil Service)

Resolution 16-76, Establishment of Lead Traffic Signal Street Light Technician

Proposed Revisions to the Traffic Signal-Street Light Technician (Civil Service)

Resolution 16-77, Adopting Revised Job Specifications for the Positions of Traffic Signal Street Light Technician

Noticing Completion of the Norwood Park Rehabilitation Project

Resolution 16-78, Accepting Completion of Certain Project in the Department of Public Works (Norwood Park Rehabilitation)

Accepting and Appropriating $16,340.50 from IMG Worldwide, Inc. (Swinging Skirts LPGA Classic) for Unanticipated Costs within the Department of Library and Recreation Services

Resolution 16-79, Accepting and Appropriating Funds from IMG Worldwide, Inc. (Swinging Skirts LPGA Classic) for Unanticipated Costs Within the Department of Library and Recreation Services

Approving the Acceptance of Certain Real Property from the Successor Agency to the Daly City Redevelopment Agency and Authorizing Execution of Compensation Agreements with Affected Taxing Entities

Resolution 16-80, Approving the Acceptance of Certain Real Property from the Successor Agency to the Daly City Redevelopment Agency and Authorizing Execution of Compensation Agreements with Affected Taxing Entities

Authorizing Appropriation of Funds to the Successor Agency to the Daly City Redevelopment Agency for Legal Expenses and Authorizing the Execution of a Funding Agreement

Resolution 16-81, Authorizing the Provision of Funds to the Successor Agency to the Daly City Redevelopment Agency for Legal Expenses and Authorizing Execution of a Funding Agreement

Setting Time and Place of Public Hearing - Notice of Intent to Lien Real Property (Set Hearing 6/27/16)

Resolution 16-82, Setting Time and Place of Public Hearing Re: Notice of Intent to Lien Real Property (Hearing Date: June 27, 2016)

END OF CONSENT AGENDA

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

PUBLIC HEARINGS:

Public Hearing on the City's Proposed Urban Water Management Plan – 2015

Director of Water and Wastewater Resources Patrick Sweetland gave an overview of the Urban Water Management Planning Act (UWMP), which documents the availability of water, how water is used, and reclamation and conservation activities. Mr. Sweetland reported that although the residents have done a great job with the mandatory water cutbacks, the Governor has set forth an order continuing the drought requirements until January of 2017. According to Mr. Sweetland, it appears that Daly City has sufficient water supplies over the next 20 years.

During his presentation, Mr. Sweetland outlined the following issues: demands for potable and raw water, historic gross per capita water demands and population, the City's conservation rates, changes in legislation, and public outreach. The next steps are to finalize the UWMP in June and submit it before July 1st.

Discussion ensued with Mr. Sweetland answering Council's questions regarding conservation efforts and conservation requirements for Daly City residents.

Mayor Torres opened the public hearing.

Bob Quinn, FRAC, reported how the Franciscan Management has wasted water at the Franciscan Mobile Home Park. Consequently, this has resulted in a higher utility bill for the low-income people at the Franciscan.

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

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

Resolution 16-83, Adopting the Urban Water Management Plan 2015 for the City of Daly City and Authorizing Submittal Thereof to the California Department of Water Resources

Public Hearing for Appeal of the Findings and Order of the Administrative Hearing Board for 125 Shakespeare Street (APN 003-031-010) Roy & Monalin O. Arneson, Property Owners

Code Enforcement Officer Kathy Campbell reported on the Code Enforcement action related to construction activities without benefit of a building permit at 125 Shakespeare Street. There has been a determination of violation, and an order to abate by the Administrative Hearing Board. Ms. Campbell gave a brief background of the residence, including code violations reported in 2007, and prior building permits. The owners were afforded every opportunity to correct the cited violations, but failed to bring the property into compliance.

The Hearing Board ordered the property owners to obtain a building permit to have the work officially finalized by the building inspector and assessed administrative fees totaling $4,085. This amount reflects the cost recovery of staff's time.

Mayor Torres opened the public hearing.

Roy Arneson, property owner, requested to appeal the entire cost of the fees, or, to have the fees reduced.

Discussion ensued with Mr. Arneson answering the Mayor's question about the timeline to remove the unused lumber, which poses a fire hazard. Ms. Campbell clarified that the fees are not a penalty, but rather the City's cost for bringing this matter to the Administrative Hearing Board.

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

It was moved by Councilmember Christensen, seconded by Councilmember Guingona and carried by the following vote to adopt the following resolution:

Ayes: Christensen, Guingona, Torres
Noes: Buenaventura, Canepa

Resolution 16-84, Affirming and Adopting the Findings of the Administrative Appeal Board (125 Shakespeare Street)

COMMUNICATIONS:

Proposed Agreement with the County of San Mateo to Assume Responsibility for Providing Police 9-1-1 Dispatch Services for the City of Daly City through a Five-Year Contract

City Manager Patricia Martel gave a presentation on the proposed agreement from San Mateo County to assume Police 9-1-1 Dispatch Services for the City with a 5-year contract. Staff is recommending approval of the attached Draft Agreement, which was discussed at length at an earlier Study Session amongst the Council and staff.

Ms. Martel provided some background on how the City has looked at the potential for consolidating police dispatch with other agencies to achieve a greater economy of scale in the past. Consolidation would provide the City with the benefits of having a high quality dispatch service, state-of-the-art technology upgrades, and adequate staffing. In the past, the City considered consolidating dispatch services with the cities of South San Francisco and Pacifica, but these alternatives were not able to meet all the criteria required for consolidation. This current proposed agreement with the County is different, in that it looks for the best solutions for our dispatch needs and ensures the safety of our public and police officers, which is a top priority when looking at consolidation.

Ms. Martel reported that consolidated public safety dispatch, both fire and police, has increasingly become a best practice among cities and counties across the nation. The public safety communications services offered by the County have a proven track record of success throughout the Peninsula for fire, emergency medical service, and law enforcement dispatch. According to Ms. Martel, Daly City cannot currently afford to have the adequate staffing level to provide the level of service we would receive at San Mateo County, nor do we have the resources to upgrade to a state-of-the-art communication center provided at the County.

Police Captain John Gamez addressed the public safety questions as well as the safety of police officers on duty, should the City approve the proposed agreement. Captain Gamez gave a brief presentation on how the dispatch system works locally compared to how it works at the County level. He walked the Council through how a 9-1-1 call is processed at both jurisdictions.

Captain Gamez addressed the issues of surrounding familiarity, areas of strength and weakness, the nuances in terminology, the database systems used, and what happens during a large-scale event. According to Captain Gamez, there would be no negative impacts on police response time should dispatch move to the County, and transition would be a seamless process.

Police Chief Manuel Martinez spoke to the issues of public safety and officer safety. He currently sits on the Chief's Association for the Gang Task Force, and having dispatch at the County has never come up as a public safety issue. Chief Martinez assured Council that if he believed the transfer would pose any safety issues, he would have informed the City Manager. Chief Martinez stated he has to do what is best for the community and believes the transfer is a business model the City has to move toward.

Ms. Martel highlighted personnel benefits, including a 20% increase in compensation, should personnel pursue the opportunity to work at the County. Ms. Martel added that the County has the capacity for dealing with critical incidents in Daly City by sending dispatchers locally for those types of incidents. If the City does not move towards consolidation, the City will potentially have to make more substantial cutbacks through staff reductions in the Police Department.

Mayor Torres called on speakers for this item. The following individuals expressed opposition to the proposed agreement to transfer the Daly City dispatchers to the County. They urged the Council to keep dispatch services in-house due to a variety of reasons including: the conflicting budget analyses provided by the staff and Daryl Jones; the surplus of $3.4 million in the City's budget; the lack of a communications expert's analysis; the unpredictable nature of police calls; the lack of a guarantee for all Daly City dispatchers to be hired by the County; the 2-hour commute to Redwood City for some employees; the loss of employee seniority by transferring to the County; the transfer not being morally right; and the lack of a cost-savings to the City provided by the transfer.

Peter Finn, Teamsters 856	Keith Headman
Trish Suzuki, Teamsters 856	Pamela DiGiovanni
Jennifer Osner	Sonny Quiniquini, FRAC
Jessica Headman, DCPD Dispatch	Thelma Coffey, DCPD Dispatch
Glenn Sylvester	Joanne Rooney, DCPD Dispatch

Roni Miller, resident, questioned who among the Council has actually gone to the County to observe their dispatch services and facility.

Dana Smith, resident, believed the proposal is not looking to eliminate unions, and that the City would have more coverage through the County's dispatch system. Ms. Smith expressed concern with dispatchers working longer than the standard 12-hour shifts.

Deputy County Manager Michael Callagy addressed the Mayor's questions regarding the agreement including the equipment replacement fund, the verbiage on the agreement, and the termination notice timeline.

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

Ayes: Christensen, Guingona, Torres
Noes: Buenaventura, Canepa

Resolution 16-85, Approving Draft Agreement with the County of San Mateo to Assume Responsibility for Providing Police 9-1-1 Dispatch Services for the City of Daly City through a Five-Year Contract

Use Permit UPR-10-15-11774 and Design Review DR-10-15-11775 – Hilldale School Expansion at 25, 79, and 83 Florence Street

Mayor Torres left the chambers at 9:05 P.M. and returned at 9:27 P.M.

Planning Manager Michael VanLonkhuysen presented John Sittner's request for a use permit to expand the Hilldale School, which would include construction of a seven-space parking lot and an outdoor recreation shelter. He described the existing site location, the proposed site components, the parking analysis, and the use permit considerations for a sprung structure.

John Sittner, applicant and property owner, explained the traffic and drop-off situation on Florence Street. Mr. Sittner requested two things from Council - a longer loan term and the condition to make the site accessible incrementally. Mr. Sittner suggested an expansion replacement plan rather than having a timeline for the accessibility plan.

Camille Ramani, Pointe Pacific resident, expressed concern with the traffic situation with having additional cars. Ms. Ramani reported that the Pointe Pacific gate is continually blocked during pick-up hours which blocks residents trying to get in and out of the housing complex.

Mr. VanLonkhuysen assured Council that the residents' concerns would be addressed. Mr. Sittner addressed traffic issues and explained that the parking lot construction would be done in the summer when school is out of session.

It was moved by Councilmember Christensen, seconded by Vice Mayor Canepa and carried to amend the conditions of approval to include a 20-year permit, phased-in accessibility, and traffic controls during construction.

It was moved by Councilmember Christensen, seconded by Vice Mayor Canepa and carried by unanimous roll call vote to adopt the following resolution with amended conditions.

Resolution 16-86, Adopting Findings of Fact and Imposing Conditions of Approval on Use Permit UPR-10-15-11774 and Design Review DR-10-15-11775 for Hilldale School Expansion (25, 79 and 83 Florence Street)

<u>Amendment to Use Permit UPR-7-13-7618 and Design Review DR-9-13-7619 — Site Plan Revision for Service Station Under Construction at 505 Skyline Drive</u>

Mr. VanLonkhuysen presented tonight's request from Severum, LLC for a reduction in the number of parking spaces at the service station currently under construction. He presented the amended site plan, the parking regulations related to service stations, and the spaces proposed for removal. Staff recommended approval.

Discussion ensued with Mr. VanLonkhuysen answering Council's questions about the location of the spaces which are being proposed for removal.

Vaughn Jones, SPRA, expressed support of this project on behalf of Pacific Palisades residents.

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

Resolution 16-87, Amending Use Permit UPR-7-13-7618 and Design Review DR-9-13-7619 – Site Plan Revision for Service Station Under Construction (505 Skyline Drive)

<u>Use Permit UPR-2-16-11921 and Design Review DR-2-16-11922 – Mixed-Use Building at 7310 Mission Street</u>

Mr. VanLonkhuysen gave a brief report on the applicant's request for approval to construct a three-story mixed-use building on a property which is presently being used as a car dealership. The project consists of a basement parking garage, a dentist's office, two 2-bedroom apartments, and a 1-bedroom penthouse apartment. Staff recommended approval of the use permit and design review permit.

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

Resolution 16-88, Adopting Findings of Fact and Imposing Conditions of Approval on Use Permit UPR-2-16-11921 and Design Review DR-9-13-7619 for Mixed Use Building at 7310 Mission Street

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

Sonny Quiniquini, FRAC, thanked the Mayor and the Council for inviting the Franciscan residents to discuss their issues during the earlier Study Session. He expressed concern with the regulatory housing agreement which may not be in compliance, and how the low-income housing program will be implemented.

Bill Stipinovich, FRAC, expressed concern with how the regulatory agreement could affect the Franciscan Mobile Home Park residents. He also questioned working with RSG, which has a tarnished reputation.

Candi Campbell, represented by Cyn Thompson, questioned whether the Franciscan Mobile Home Park is in compliance with low-income housing. LINC Housing asserts that the Franciscan Park is in compliance for low income housing, but the Residential Group claims they are not.

Cyn Thompson, Franciscan resident, reported that FRAC filed a lawsuit in 2012 regarding the misconduct over low-income housing. Ms. Thompson suggested hiring an independent bond council to seek their opinion on this transfer. She also expressed concern over the 17 new large houses sitting on low-income sites at the Franciscan, which are not being assigned to low-income families.

Marian Mann, resident, expressed disappointment in the Council for voting to increase executive salaries while the City suffers through a financial crisis. Ms. Mann also expressed concern that there are currently only eight employees working in the City's Parks division.

APPOINTMENTS:

There were no appointments.

REPORTS:

Council Committee

Council Committee Meeting, May 9 - 22, 2016

Use Permit UPR-7-13-7618 and Design Review DR-9-13-7619 (Torres, Guingona)

City Council

Councilmember Buenaventura reported that the San Francisco Airport Roundtable has set up an airplane noise monitor at the Crown Colony apartment complex. After the homeowners association reviews the project, it should be up and running.

Councilmember Buenaventura also reported on a committee he attended with Chief Martinez to discuss possibly implementing a gun buyback program for the City. Chief Martinez supported the project and believes the program would provide a safe location for people to dispose of their guns. Mayor Torres suggested placing it on an upcoming study session meeting. Ms. Martel brought up different ideas on how the City could fund the program.

Mayor Torres reported on the Loop Shell Station outside the Crown Colony, a station which was approved by Council six months prior. Within this short period of time, the facility's carwash has become quite rundown. He suggested inviting the owner to a future Council meeting to discuss this matter and perhaps answer some questions.

Staff

There were no reports.

ADJOURNMENT:

It was moved by Mayor Torres, seconded by Councilmember Christensen and carried to adjourn the meeting at 10:03 PM in the memory of Michael John Halverson, James Howell, and Yuet Ngor Lee Chan.

City Clerk

Approved as submitted, this ______________
day of ______________________________, 2016.

____
Mayor

RESOLUTION NO. _______

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DALY CITY
HONORING ERLINDA TIONGCO GALEON

WHEREAS, ERLINDA GALEON came to the United States from the Philippines and was a Daly City resident for more than 40 years, becoming a proactive participant in community affairs who contributed to enriching the lives of Daly City residents; and

WHEREAS, ERLINDA leaves a proud legacy in her children, her son Andy and daughter Audrey, as well as three wonderful grandchildren; and

WHEREAS, ERLINDA received a Bachelor of Arts degree in Music and a Master of Arts Degree in Gerontology. And she also studied Early Childhood Education at Skyline College; and

WHEREAS, ERLINDA volunteered in the preparation of the October cultural programs in celebration of Filipino-American History Month; was a Mentor of Project Read – helping adults to read; provided financial and volunteer support for Westmoor High School's Scholarship Program, and the North Peninsula Food Pantry and Dining Center. Her volunteerism, accomplishments and contributions to the community were extensive; and

WHEREAS, ERLINDA served on the Daly City Library Board of Trustees since June 2007 and served as its most recent President. As a Trustee, she promoted the summer reading programs in the libraries and participated in the Daly City TV Commercial program to promote the libraries. She sponsored book donations to the Filipiniana collection (Filipino cultural books) at the Serramonte Library and Skyline College Library and assisted in the author speaker forums at the library, as well as attended Library Conventions representing the Daly City Public Library; and

WHEREAS, ERLINDA'S civic participation also extended to the larger community where she served as President of the Pilipino Bayanihan Resource Center; she was a member and volunteer of the Doelger Senior Center; Board Member of the Daly City-Quezon City Sister City Committee; member of the History Guild of Daly City/Colma; Past President and Education Chairman of the California Federation of Women's Clubs/Golden Gate District; Past President and Board Chairman of the Philippine Association of University Women-USA; Past President and Board Member of Alliance for Community Empowerment; served on the Advisory Council of Thomasians USA for Educational Empowerment; and was on the Filipino-American Democratic Club of San Mateo County; and

WHEREAS, ERLINDA'S impressive civic and charitable contributions have resulted in the distinguished recognition as the "Peninsula Angel" a title given to her in 2005 by the San Francisco Examiner, Peninsula Issue, and received the Volunteer Award in 2006; City of Daly City's "Woman of Excellence" Award in 2012; was featured in the film celebrating Daly City's centennial – "Growing Up in America" in 2012; President of the General Federation of Women's Clubs/Pacific Coast Women's Press Association from 2012-2014; and was selected as the Daly City Citizen of the Year 2013 by Mayor Raymond A. Buenaventura; and

WHEREAS, beyond family commitments and accomplishments, ERLINDA has left her mark on the Daly City community through civic and charitable endeavors that have helped to improve the quality of life for the entire community; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of Daly City does hereby honor ERLINDA TIONGCO GALEON and acknowledges her legendary achievements and steadfast commitment to serving others, that signify a life well lived.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the City Council of Daly City, California, at a regular meeting thereof held on the _________ day of ______________ 2016, by the following vote of the members thereof:

AYES, and in favor thereof, Councilmembers:____
____

NOES, Councilmembers:____

ABSENT, Councilmembers:____

____
CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

____
MAYOR OF THE CITY OF DALY CITY

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Requesting Use of Federal Asset Forfeiture Funds (DEA) to Purchase New Ballistic Shields and Distraction Device Storage Units for the Daly City SWAT Team

Recommended Action

Staff recommends Council approve the use of Federal Asset Forfeiture Funds (DEA) to purchase (3) new ballistic shields and (2) distraction device storage units for the Daly City SWAT Team.

Background

The ballistic shields in use by the SWAT team are in need of replacement due to wear and ballistic degradation. The new ballistic shields will provide the SWAT team with additional protections in dangerous environments. The SWAT team uses distraction devices and the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) requires those devices be maintained in a specific storage unit. The purchase of these storage units will allow the team to maintain compliance with federal regulations.

Discussion

The Daly City SWAT Team operates in dangerous environments, requiring operators to be sufficiently and reliably outfitted for safety. Due to the increased potential for a violent encounter, SWAT operators need to have adequate ballistic protection to give them increased confidence when being asked to enter those environments. The team's current ballistic shields have been in use for many years and are in need of replacement. Staff researched available options and determined the most suitable for the team.

The SWAT team uses distraction devices as one of the tools available to them in dangerous environments. The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) requires those devices be maintained in a specific storage unit. The purchase of (2) of these storage units will allow the team to maintain compliance with federal regulations.

Fiscal Impact

Funding is available through the use of Federal Asset Forfeiture Funds (DEA).

The funding required for the purchases will be approximately $6,300.00. There will be no cash match or other costs to the City.

Summary/Conclusion

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

Respectfully submitted,

Patrick Hensley
Captain

Manuel Martinez
Chief of Police

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Requesting Use of Federal Asset Forfeiture Funds (DEA) to Purchase New Ballistic Protection for the Daly City Police Department

Recommended Action

Staff recommends Council approve the use of Federal Asset Forfeiture Funds (DEA) to purchase (34) ballistic plate vest inserts for the Daly City SWAT Team.

Background

The ballistic load bearing vest currently being utilized by the SWAT Team serves a vital role for the operators, however the ballistic capabilities are not rated for large caliber/rifle ammunition. The ballistic plate inserts increase operator safety and mission capabilities.

Discussion

The Daly City SWAT Team operates in dangerous environments, requiring operators to be sufficiently and reliably outfitted for safety. While the current ballistic vest being utilized by team members is adequate for general operational use, the ballistic capabilities of the vests do not account for large caliber or rifle ammunition. The current vest configuration has “soft body armor” which is the type worn by police officers on a daily basis. The ballistic plate inserts are “hard body armor” that is added to the soft body armor increasing the ballistic capabilities. The increase in ballistic performance provides confidence to operators and better protects them in environments that a SWAT team would operate in.

Staff has researched and determined the Battalion Defense ballistic plate best serves Team needs.

Fiscal Impact

Funding is available through the use of Federal Asset Forfeiture Funds (DEA).

The one time purchase cost for the (34) ballistic plates will be $18,961.64.

Summary/Conclusion

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

Respectfully submitted,

Patrick Hensley

Patrick Hensley
Captain

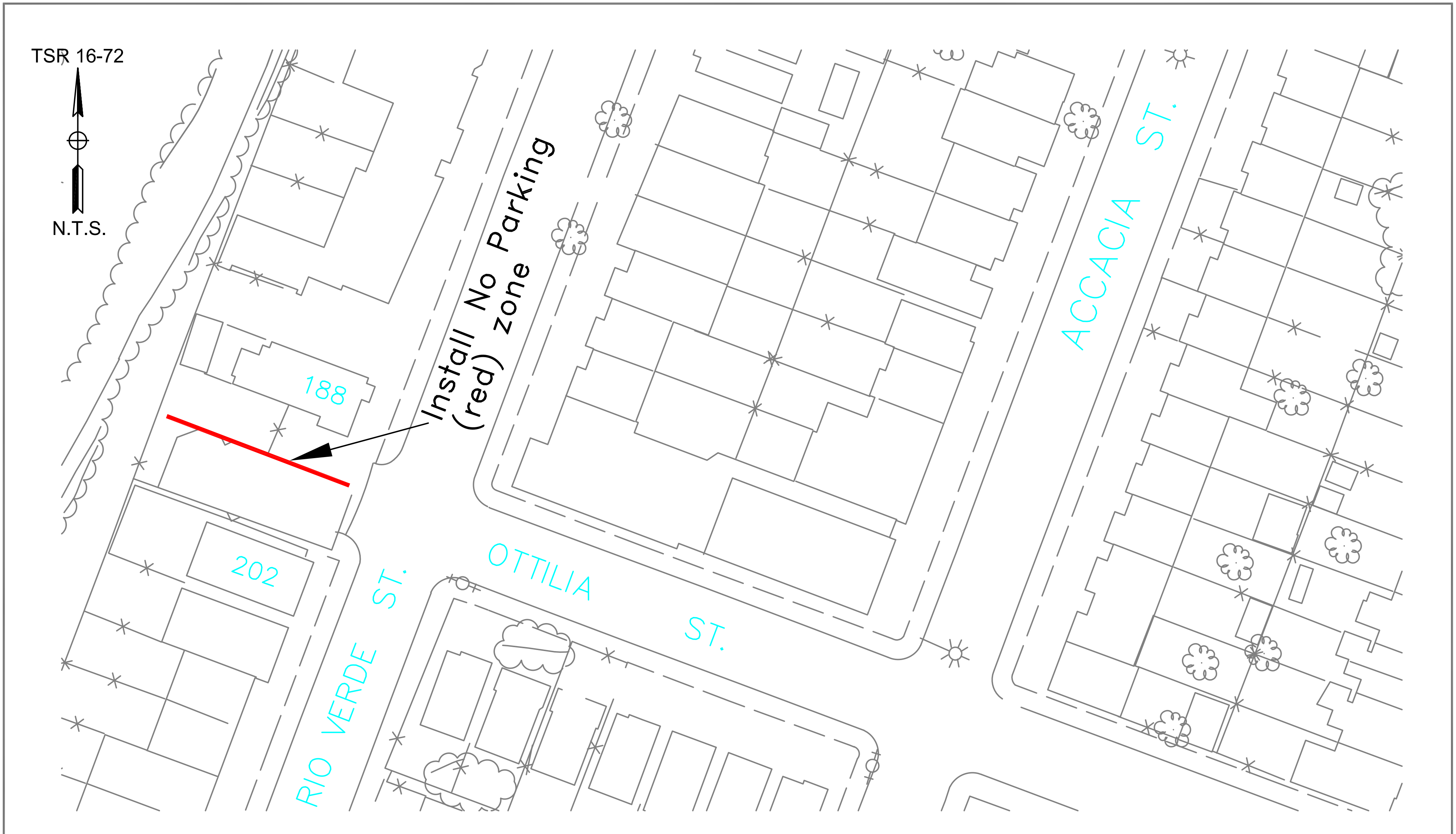
Manuel Martinez

Manuel Martinez
Chief of Police

THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS
Junipero Serra Blvd.

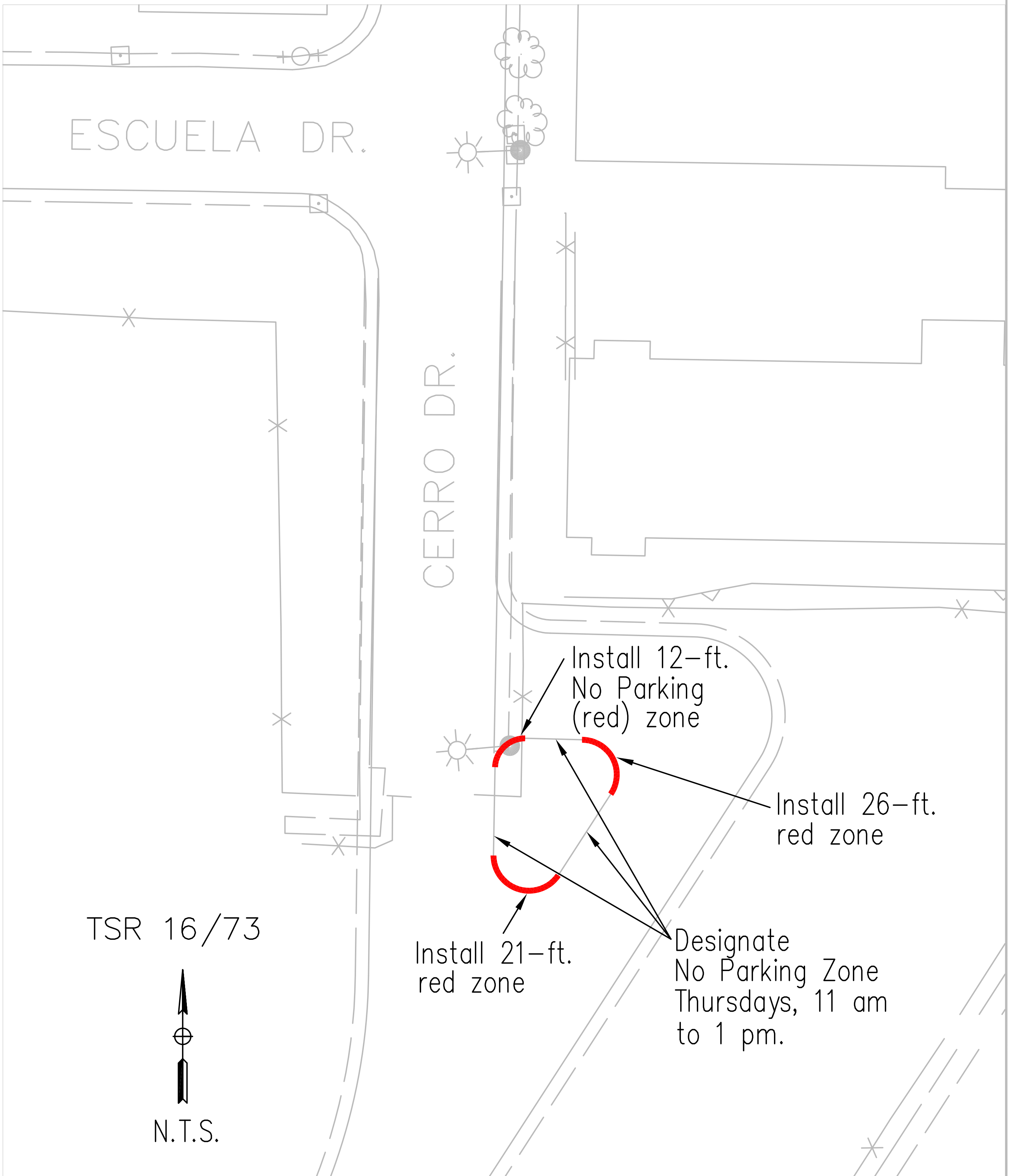
DRAWN SCY	DATE 05/16	APPROVED ______ CITY ENGINEER	
CHECKED JLF	SCALE NTS	SHEET NO. 1 OF 1	TSR 16-70 DRAWING NUMBER
DESIGNED SCY	SURVEY NO.		REV.



THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS
188–202 Rio Verde Street

DRAWN SC	DATE 05/16	APPROVED ______ CITY ENGINEER	
CHECKED JLF	SCALE NTS		
DESIGNED SC	SURVEY NO.	SHEET NO. 1 OF 1	TSR 16-72 DRAWING NUMBER	REV.

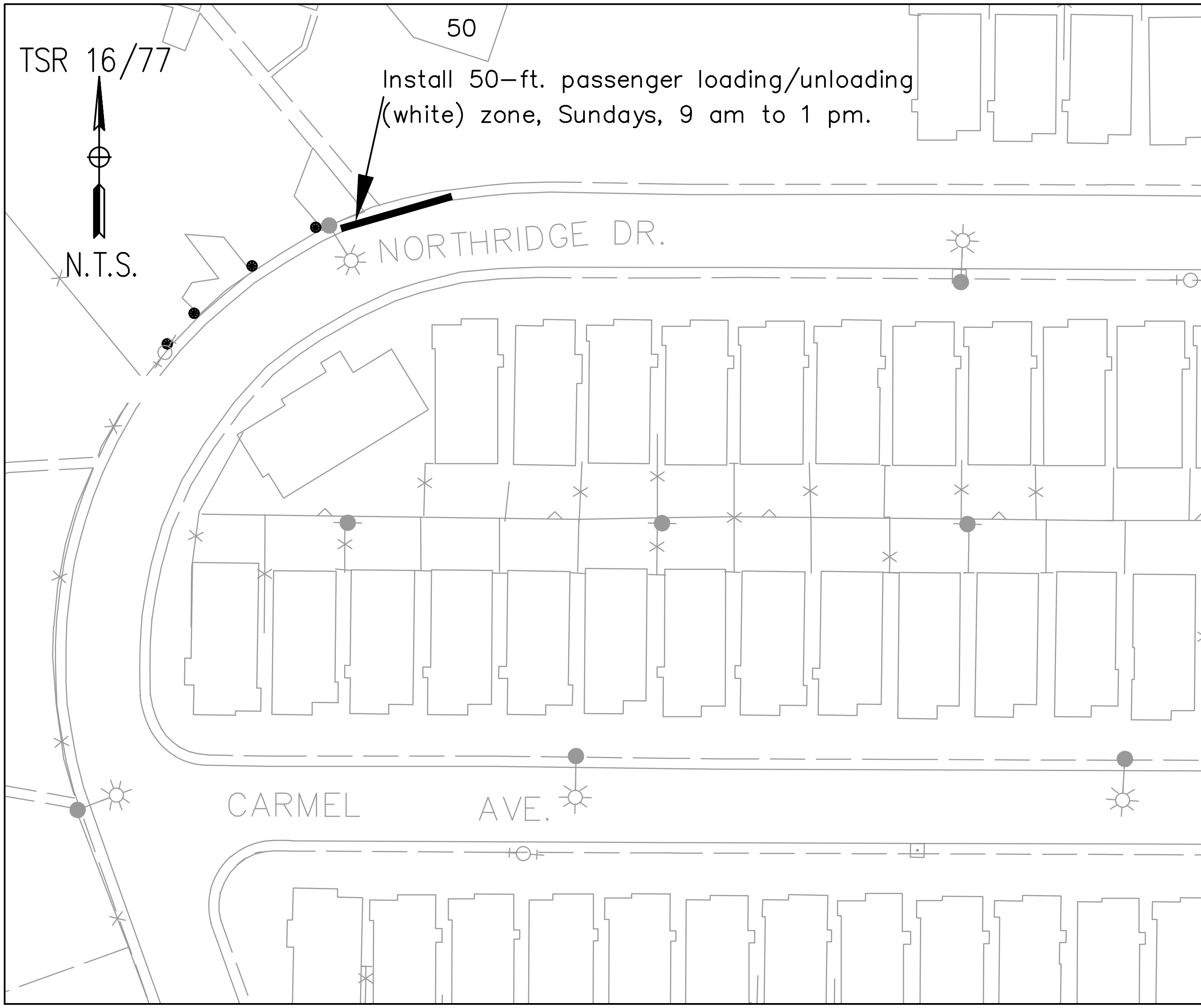


THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS

Cerro Drive

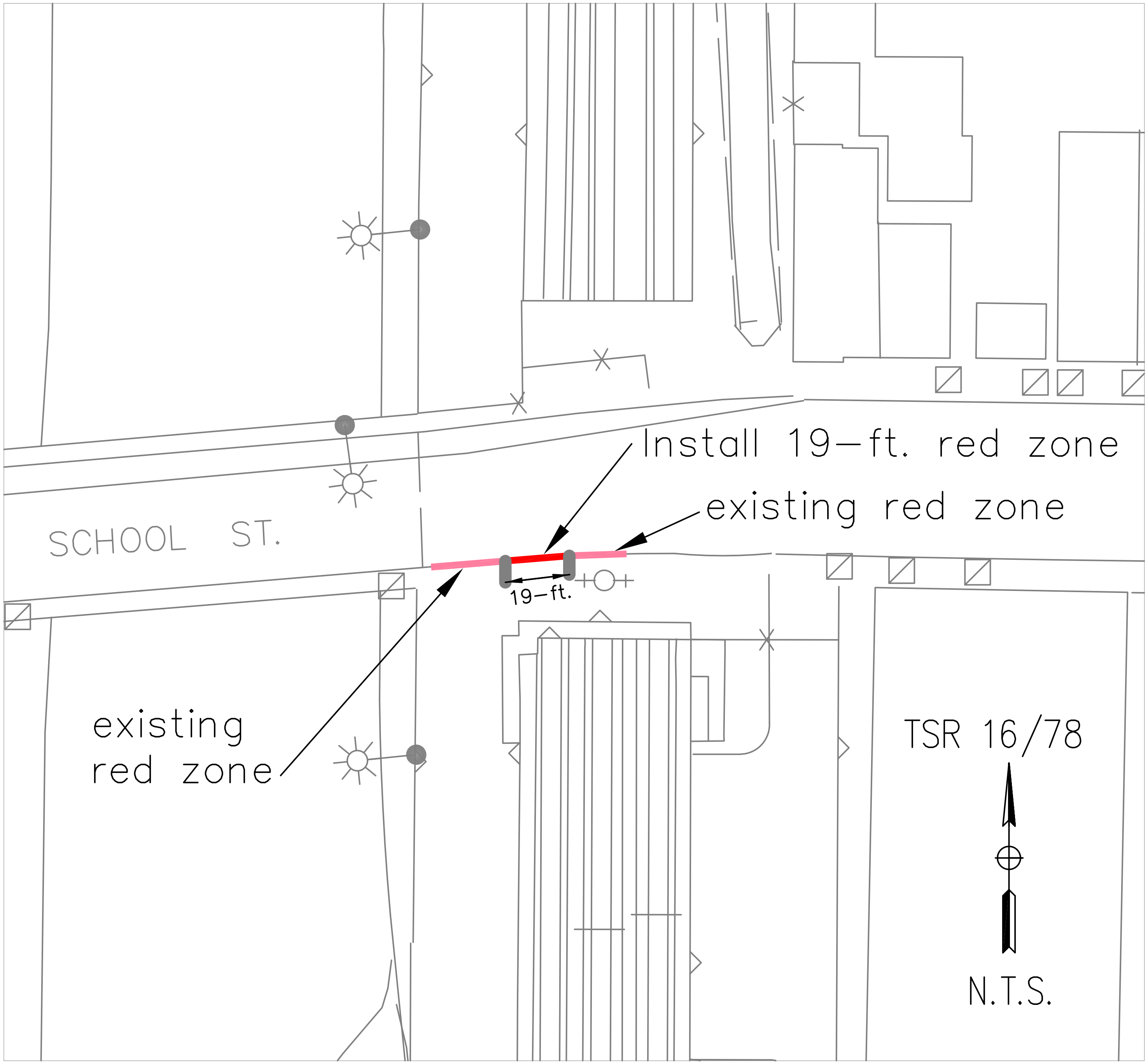
DRAWN SC	DATE 05/16	APPROVED ______ CITY ENGINEER		
CHECKED JLF	SCALE NTS			
DESIGNED SC	SURVEY NO.	SHEET NO. 1 OF 1	TSR 16-73 DRAWING NUMBER	REV.



THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS
50 Northridge Drive

DRAWN SCY	DATE 05/16	APPROVED ______ CITY ENGINEER
CHECKED JLF	SCALE NTS	
DESIGNED SCY	SURVEY NO.	SHEET NO. 1 OF 1 — TSR 16-77 DRAWING NUMBER — REV.



THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS

School Street

DRAWN SCY	DATE 05/16	APPROVED ____ CITY ENGINEER	
CHECKED JLF	SCALE NTS	SHEET NO. 1 OF 1	TSR 16–78 DRAWING NUMBER
DESIGNED SCY	SURVEY NO.		REV.

City Council Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: **Amend Traffic Regulations to: (1) Install 100-ft. bus layover zone on the west side of Junipero Serra Boulevard, north of the bus stop at the North Garage entry (TSR 16/70); (2) Install No Parking (red) zone on the south curb of Ottilia Street, west of Rio Verde Street (TSR 16/72); (3) Install 12-ft., 26-ft., and 21-ft. red zones around the northeast, northwest and southeast corners, respectively, on the traffic island on Cerro Drive, south of Escuela Drive (TSR 16/73); (4) Designate No Parking around the traffic island on Cerro Drive, south of Escuela Drive on Thursdays, from 11 a.m. to 1 p.m. (TSR 16/73); (5) Install a 50-ft. Passenger Loading/Unloading (white) zone at 50 Northridge Drive, effective Sundays, from 9 a.m. to 1 p.m. (TSR 16/77); and (6) Install a 19-ft. No Parking/Tow-Away (red) zone on the south side of School Street, east of the fire connection over the bridge (16/78).**

Recommended Action

Recommend the City Council amend the City's traffic regulations as follows:

1. Install 100-ft. bus layover zone on the west side of Junipero Serra Boulevard, north of the bus stop at the North Garage. (16/70)
2. Install No Parking (red) zone on the south curb of Ottilia Street, west of Rio Verde Street. (16/72)
3. Install 12-ft., 26-ft., and 21-ft. red zones around the northeast, northwest and southeast corners, respectively, on the traffic island on Cerro Drive, south of Escuela Drive. (16/73)
4. Designate No Parking around the traffic island on Cerro Drive, south of Escuela Drive on Thursdays, from 11 a.m. to 1 p.m. for street sweeping. (16/73)
5. Install a 50-ft. white zone along the north side of Northridge Drive, starting at the driveway to the parking lot to 50 Northridge Drive, extending east, effective Sundays, from 9 a.m. to 1 p.m. (16/77)
6. Install a 19-ft. red zone on the south side of School Street, east of the fire connection over the bridge. (16/78)

Background

On May 16, 2016, the City's Traffic Safety Committee met and reviewed various requests for traffic improvements, signage and pavement markings, and recommended to the City Manager amending the aforementioned traffic regulations.

Discussion

The amendments to the traffic regulations are recommended for the following reasons:

1. SamTrans buses do not have enough room at the Daly City BART Station to layover their buses. The 100-ft. bus layover on the west side of Junipero Serra Boulevard will provide

SamTrans buses additional layover area near the BART Station Monday through Fridays, 8 a.m. to 6 p.m. The layover area would be available to the general public during the evenings and weekends when parking is in higher demand.

2. The city's right-of-way on Ottilia Street is 60-ft. wide. The red zone will prevent vehicles from blocking the driveway at 188 Rio Verde Street as well as prevent motorists from gathering at the west end of Ottilia Street.
3. A resident on Cerro Drive requested that the traffic island on Cerro Drive, south of Escuela Drive be signed for street sweeping. The traffic island will be swept on the same day as the on the east side of Cerro Drive.
4. The recommended red zones around the corners of the traffic island on Cerro Drive are needed to prevent vehicles from parking around the curbs and extending into the travel way.
5. The Christ Central Presbyterian Church requested the white zone to load/unload parishioners using the satellite parking lot near Westmoor High School. The church lost approximately 50 parking spaces due to a recent landslide along Avalon Canyon.
6. The red zone along the south side of School Street is needed to prevent vehicles from parking over the bridge where School Street transitions from two eastbound lanes to one eastbound lane.

<u>Fiscal Impact</u>

Funding will be available for the proposed signs and/or markings in the Street Maintenance operating budget 01-314-330-4241 in Fiscal Year 2016-2017.

<u>Summary/Conclusion</u>

Recommend the City Council amend the aforementioned traffic regulations.

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

Respectfully submitted,

Shirley Chan	John L. Fuller
Traffic Engineer	Director of Public Works

Attachment: Traffic Improvements Location Maps

City Council Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: **Adopt Revised Title VI Non-Discrimination Plan**

Recommended Action

It is recommended that the City Council adopt the revised Title VI Plan to allow the City to work in cooperation with the Metropolitan Transportation Commission (MTC) and the San Mateo County Transit District (SamTrans) to continue operating a shuttle service in the Bayshore neighborhood, and authorize the City Manager to execute required documents on behalf of the City.

Background

The City received a Lifeline Transportation Program grant from the Metropolitan Transportation Commission (MTC). These grants are awarded and administered locally by the City/County Association of Governments of San Mateo County (C/CAG). The purpose of these grants is to improve the transportation options available to residents of low income or, otherwise disadvantaged neighborhoods and populations. The MTC Lifeline Transportation Program is funded by a combination of state and federal funding sources. MTC is the primary recipient of the federal assistance funds and provides federal funds to the City of Daly City for the Bayshore Shuttle program as a sub-recipient.

Since 1972, the Federal Transit Administration (FTA) has required recipients of federal funds to have an adopted Title VI program (Title 49 Code of Federal Regulations part 21) before federal funds will be distributed. Adoption of a Title VI program ensures the Bayshore Shuttle is operated in a manner that will not exclude any potential patrons or discriminate on the grounds of race, color or national origin, nor create any additional barriers for patrons with mobility impairments who want to utilize of the Bayshore Shuttle.

As a recipient of Lifeline Transportation Program funds, the City of Daly City is required to adhere to the Title VI regulations. In addition, the City must integrate into its Title VI Program considerations expressed in the U.S. Department of Transportation's Policy Guidance Concerning Recipients' Responsibility to Limited English Proficient Persons (70 FR 74087, December 14 2005).

Discussion

The Bayshore Shuttle connects Bayshore residents with shopping, grocery, and medical destinations in Daly City, San Francisco, and other areas of the Peninsula by serving areas within the Bayshore neighborhood. The Bayshore Shuttle then stops at various locations including Muni and SamTrans bus stops, BART stations and Daly City Top of the Hill. Many of the destinations that the shuttle will serve are difficult to reach by using the limited public transportation options currently available in the Bayshore area.

In November 2013, the City Council adopted the City's first Title VI Plan, which documents the practices and operations of the Bayshore Shuttle service in compliance with Title VI. As a sub recipient of federal funds the City is required to update its Title VI Plan annually. A copy of the revised Title VI program is attached. The San Mateo County Transit District (SamTrans), which manages the day-to-day operations of the Bayshore Shuttle service for Daly City, also has an adopted, compliant Title VI program.

Fiscal Impact

There is no direct fiscal impact related to the adoption of the amended Title VI program.

Summary/Conclusion

It is recommended that the City Council adopt the revised Title VI Plan to allow the City to work in cooperation with the Metropolitan Transportation Commission (MTC) and the San Mateo County Transit District (SamTrans) to continue operating a shuttle service in the Bayshore neighborhood, and authorize the City Manager to execute required documents on behalf of the City. Upon adoption, the attached Title VI Plan will be forwarded to MTC and will be made available electronically via the City of Daly City's webpage.

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

Respectfully submitted,

Shirley Chan
Traffic Engineer

John L. Fuller
Department of Public Works

Attachments: City of Daly City Title VI Plan (June 27, 2016)

City of Daly City
Federally Funded Transportation Program
TITLE VI PLAN

for Bayshore Shuttle Service

Submitted to the Metropolitan Transportation Commission

By:
City of Daly City
333 90th Street
Daly City, CA 94015

June 27, 2016

Policy Statement, Authorities, and Citations

A. **Policy of Nondiscrimination –** City of Daly City assures that no person shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any City sponsored program or activity. City of Daly City further assures every effort will be made to ensure non-discrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

   Title VI compliance is a condition of receipt for federal funds. Assurance of compliance, therefore, falls under the proper authority of the City Council of City of Daly City pursuant to its budgetary authority and responsibility. The City Manager is authorized to ensure compliance with provisions of this policy and with the law, including the requirements of 23 Code of Federal Regulation (CFR) 200 and 49 CFR 21.

B. **Authorities –** Title VI of the 1964 Civil Rights Act provides that no person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance.

C. **Additional Citations –** Title VI of the Civil Rights Act of 1964; 42 USC 2000d to 2000d-4; 42 USC 4601 to 4655; 23 USC 109(h); 23 USC 324; DOT Order 1050.2; EO 12250; EO 12898; 28 CFR 50.3

D. **Purpose –** The City of Daly City is submitting this Plan to the Metropolitan Transit Commission (MTC) as its Title VI Plan for FY 2015. This plan outlines the practices and operations of the City of Daly City's shuttle program compliant with Title VI. The City of Daly City provides transit services without excluding or discriminating on the grounds of race, color or national origin, or creating additional barriers to their use of City of Daly City shuttle services.

______________________________________ ____________________________

Patricia E. Martel – City Manager **Date**

I. Title VI Public Notice

A. General Compliance

The City of Daly City has developed procedures for its shuttle services program to meet the general reporting requirement which include procedures for filing civil rights complaints; Title VI investigations, complaints, and lawsuits; plans for providing access to persons with limited English proficiency; protection notifications; information distribution and outreach to ensure access to programs and services.

B. Title VI Public Notification of Protection

Notice to the riders, notifying their protection under Title VI, has been posted on the City of Daly City's website (http://www.dalycity.org/Residents/Bayshore_Shuttle/Title_VI.htm). See Attachment A.

II. Filing Complaints

A. Title VI Complaint Procedure

The City of Daly City employs its best efforts to ensure all programs, services, activities and benefits are implemented without discrimination. The City follows complaint investigation and format procedures which ensure Title VI compliance. The discussion below outlines the City's procedure for tracking and investigating complaints alleging discrimination on the basis of race, color, or national origin.

Any person who believes they individually, or as a member of any specific class of persons, have been subjected to discrimination on the basis of race, color, or national origin may file a written complaint with the City of Daly City, the Federal Transit Administration (FTA) or the Secretary of Transportation. The City prohibits intimidation, coercion or engagement in other discriminatory conduct against anyone because they have filed a complaint to secure Title VI protected rights.

A signed complaint must be filed within 180 days after the date of the alleged discrimination, unless the time for filing is extended by the Secretary of Transportation. The City of Daly City encourages complaints to be initially filed with the City for resolution. However, in those cases where the complainant is dissatisfied with the resolution by the City, the same complaint may be submitted to the FTA or the Secretary of Transportation for investigation. Unless otherwise permitted, the final determination of all Title VI complaints affecting programs administered by the FTA will be made by the Office of the Secretary, Department of Transportation (DOT).

Signed written complaints maybe submitted to the City of Daly City directly or the FTA offices identified below:

City of Daly City
Department of Public Works
Title VI Program Coordinator
333 90th Street
Daly City, CA 94015

Federal Transit Administration Region IX
Civil Rights Officer
201 Mission Street, Suite 1650
San Francisco, CA 94105-1839

Federal Transit Administration
Office of Civil Rights
Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

The complaint information should include the date of the alleged act of discrimination, when the complainant(s) became aware of the alleged action of discrimination; or the date on which that conduct was observed or the latest instance of discriminatory conduct.

To the best of their ability, complainants should present a detailed description of the issue(s), including the name(s) and job title(s) of those individual(s) perceived as parties in the complaint. The allegation must involve discrimination on the grounds of race, color, or national origin. Allegations must involve a City of Daly City transit service, program(s) or activity of a federal-aid recipient, sub-recipient, or contractor.

In cases where the complainant is unable or incapable of providing a written statement but wishes the City of Daly City or the FTA to investigate alleged discrimination, a verbal complaint of discrimination may be made by calling the City at (650) 991-8038, or appearing in person at 333 90th Street, Daly City, California. The complainant will be interviewed by an appropriate official authorized to receive complaints. If necessary, the official will assist the complainant in converting verbal complaints to writing. Translation services will be provided to all complainants, as necessary. All complaints must, however, be signed by the complainant or his/her representative.

Information for filing a Title VI complaint can be accessed on the City of Daly City website at www.dalycity.org or by contacting the City at 650-991-8038. E-mail inquiries or initial complaints can be sent directly to the City at schan@dalycity.org.

B. **Complaint Format**

All complaints must be in writing and signed by the complainant or his/her representative before action can be taken. Complaints shall state, as fully as possible, the facts and circumstances surrounding the alleged discrimination. See Attachment B.

C. **Tracking Complaints**

The following complaint information will be tracked by the City of Daly City:

1. Date the complaint was received by the City of Daly City
2. Date an acknowledgment letter was sent to the complainant
3. Entity
4. Program/Activity/Service
5. Summary of the allegation
6. Status of the complaint
7. Was the complaint investigated – yes/no
8. Action Taken
9. The response letter was sent to the complainant - action taken

D. **Determination of Investigative Merit**

The City of Daly City will begin an investigation within fifteen (15) working days of valid complaint receipt. A complaint shall be regarded as meriting investigation unless:

1. It clearly appears on its face to be frivolous or trivial.
2. Within the time allotted for making the determination of jurisdiction and investigative merit, the party complained against, voluntarily concedes noncompliance and agrees to take appropriate remedial action.
3. Within the time allotted for making the determination of jurisdiction and investigative merit, the complainant withdraws the complaint; or Other good cause for not investigating the complaint exists (e.g. respondent is presently under investigation by another Federal agency).

E. **Request for Additional Information**

In the event the complainant or respondent have not submitted sufficient information to make a determination of jurisdiction or investigative merit, the City of Daly City may request additional information from either party. Failure of the complainant to submit additional information within the designated time frame may be considered good cause for a no investigative merit determination.

F. **Record Keeping**

The City of Daly City will ensure all records relating to its shuttle program(s) Title VI Complaint Process are maintained with the department records for three years as of the date of the complaint. Records will be available for compliance review audits.

III. Public Transportation-Related Title VI Lawsuits

There have been no lawsuits naming the City of Daly City alleging discrimination on the basis of race, color, or national origin.

IV. Public Participation

A. Information and Contacts

The City of Daly City receives comments from shuttle patrons by phone, mail, email, and in-person. The City has multiple bilingual staff throughout the organization ensuring the ability to communicate with shuttle users.

B. Public Hearings

Public hearings will be held to solicit formal comments from the public regarding planned service changes and impacts of proposed service changes in accordance to the City's shuttle service policy. Advance notice of such public hearings is published at least 72 hours in advance. Advance notice of such public hearings shall be posted on the City's website. The City will make every effort to provide language interpreters upon request, if given sufficient notice.

C. Community Meetings

Transportation issues may be brought up at the City Council meetings. All Daly City City Council meetings are open to the public and follow the Opening Meetings Act. Daly City official and employees attend and participate in a number of meetings, workshops and other community events to promote its services to the public. The City will continually assess its communication and public involvement strategies and will employ best practices that foster meaningful involvement by traditionally underrepresented persons.

A satisfaction survey will be provided to all shuttle riders on a yearly basis. This survey will be reviewed by the Title VI Coordination and Director of Public Works.

Upon Request City personnel attend regularly scheduled or special civic and community-organization meetings to address proposed projects or service changes that are of interest to commuters. City staff maintains relationships with communities to ensure that relevant project or service related issues and concerns are addressed and resolved.

V. Limited English Proficiency

The City of Daly City adheres to the attached plan (see Attachment C) to address the Title VI limited English proficiency requirement.

VI. Transit-Related Planning Boards

This section is not applicable to the City of Daly City.

VII. Primary Recipient Efforts

This section is not applicable to the City of Daly City.

VIII. Facility Construction and/or Operation

This section is not applicable to the City of Daly City.

IX. Additional Information

This section is not applicable to the City of Daly City.

Attachment A

City of Daly City
Title VI Notice to the Public

The City of Daly City hereby gives public notice that it is the City's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all transportation programs and activities. Title VI requires that no person shall, on the grounds of race, color, sex, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Federal Aid Highway program or other activity for which the City receives federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with the City of Daly City. Any such complaint must be in writing and filed with the City within one hundred, eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from the Department of Public Works at no cost to the complainant by calling (650) 991-8038.

Attachment B

City of Daly City
Title VI Complaint Form

Title VI of the Civil Rights Act of 1964 provides that "no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

It is the policy of the City of Daly City's shuttle program to employ its best efforts to ensure all programs, services, activities, and benefits are implemented in a non-discrimination manner.

Any person who believes as an individual, or as a member of any specific class of persons, has been subjected to discrimination on the basis of race, color, or national origin may file a written complaint within 180 days after the date of the alleged discrimination with the City of Daly City, the FTA, or the Secretary of Transportation. Further, the City of Daly City prohibits intimidation, coercion, or engagement in other discriminatory conduct against anyone because he/she has filed a complaint to secure rights protected by Title VI.

Please provide the following information on the following form:

Title VI Complaint Form

Your Name:		**Phone Number:**
Street Address:		
City:	**State:**	**Zip Code:**
Person(s) Discriminated Against (if other than complainant)		
Street Address:		
City:	**State:**	**Zip Code:**
Date of Incident:		
Please Describe the Alleged Discrimination Incident (please attach additional sheet(s) if necessary):		

____ ____________________

Complainant's Signature **Date**

If you have filed a complaint with any other federal, state or local agencies please provide the following information:

Agency:		**Contact Person:**
Street Address:		
City:	**State:**	**Zip Code:**

Agency:		**Contact Person:**
Street Address:		
City:	**State:**	**Zip Code:**

Agency:		**Contact Person:**
Street Address:		
City:	**State:**	**Zip Code:**

Please mail your complaint form directly to:

City of Daly City
Department of Public Works
Title VI Program Coordinator
333 90th Street
Daly City, CA 94015

Listed below are the state and federal addresses if you wish to file a Title VI complaint directly with one or both of these agencies:

Federal Transit Administration Region IX
Civil Rights Officer
201 Mission Street, Suite 1650
San Francisco, CA 94105-1839

Federal Transit Administration
Office of Civil Rights
Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

Attachment C

City of Daly City
Title VI Limited English Proficiency (LEP) Plan

Introduction

This Limited English Proficiency (LEP) Plan has been prepared to address the City of Daly City's responsibilities as a recipient of federal financial assistance as it relates to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964 and its implementing regulations which states no person in the United States shall be subjected to discrimination on basis of race, color, or national origin.

Four Factor Analyses

The United States Department of Transportation (DOT) issued its Policy Guidelines Concerning Recipient's Responsibilities to Limited English Proficient (LEP) Persons (Federal Register: December 14, 2005, Volume 70, Number 239). This policy states DOT recipients are required to take reasonable steps to ensure meaningful access to programs by LEP persons. This coverage extends to the recipient's entire shuttle program. There are four factors the City of Daly City considers when assessing language needs and determining what steps to take to ensure access for LEP persons:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient.
2. The frequency with which LEP individuals come into contact with the program.
3. The nature and importance of the program, activity or service provided by the recipient to people's lives.
4. The resources available to the recipient and cost of those resources.

A brief description of the self-assessment undertaken in each of these areas is as follows:

1. Twenty-eight percent of Bayshore's 973 households are considered linguistically isolated. The U.S. Census defines a linguistically isolated household as one with in which no one person 14 years or older speaks English "well" or "very well." Of the 436 households that speak primarily an Asian or Pacific Island language, 44% (192) do not include anyone over the age of 14 who can communicate comfortably in English. Only 10% of Asian and Pacific Islander households speak English as their primary language. There are also 182 households in the project area that speak primarily Spanish. Of these Spanish-speaking households, 40% (72) do not include anyone over age 14 who can speak English comfortably.

2. The shuttle has been in operation since January 2014. To date, the City of Daly City has had zero requests for interpreters and zero requests for translated City of Daly City documents related to the Bayshore Shuttle.

3. Eleven percent of the households in the Bayshore neighborhood do not have access to a car, as compared to 6% in San Mateo County and 8% in Daly City. Residents of both the Bayshore project area and Daly City have relatively high rates of transit use as compared to the State of California and San Mateo County. According to the 2000 U.S. Census, 16% (254 residents) of the Bayshore area population, and an even higher 18% (8,858) of Daly City's population, use public transit for their work commute. In California and the County, public transit use for commute trips is 5% and 7%, respectively.

   Bayshore and Daly City residents also use other commute alternatives to driving alone at a higher rate than the state and county. Fifty-eight percent of both Bayshore and Daly City workers drive alone to work, while 72% of California workers and 73% of San Mateo County workers drive alone to work. In addition, the carpool rate in the project area is relatively high at 22%, compared to 20% in Daly City as a whole, 13% in the County, and 15% in the State.

4. The City of Daly City has staff whom are able to provide bilingual assistance and services and will make reasonable efforts to assist those with limited English language proficiency.

Language Assistance Measures

There are various ways in which City of Daly City staff can assist and respond to LEP persons, whether in person, by telephone, or in writing. When these translation services are required, the City will attempt to provide services with bilingual staff, professional translation services, or from other qualified persons.

Monitoring and Updating the LEP Plan

This plan is designed to be flexible and should be viewed as a work in progress. It is important to consider whether new documents and services need to be made accessible for LEP persons and also to monitor changes in demographics and types of services and to update the LEP plan when appropriate. At a minimum, the City of Daly City will follow the Title VI Program requirements.

Daly City also ensures the shuttle operator remains compliant and updates as needed its Title VI plan.

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Renew Tree Maintenance Service Agreement with West Coast Arborist for 2016/2017 Fiscal Year

Recommended Action

That the City Council award the attached Tree Maintenance Services Agreement to West Coast Arborist (WCA) and authorize the City Manager to execute the service agreement on behalf of the City for a total amount, not to exceed $125,000 for the 2016/2017 Fiscal year.

Background

In July of 2014, West Coast Arborist (WCA), Inc. completed a digitized inventory and assessment database of all City owned trees and provided the City with a software program called "ArborAccess On-Line" to manage the City's urban forest. At that time, WCA inventoried 7,324 city owned trees with an estimated value of $18,827,835.

On May 26, 2015, the City Council authorized the use of salary savings from vacant Certified Tree Maintenance Workers positions to fund tree maintenance services provided by WCA, per Resolution No. 15-83. The duration of the Tree Maintenance Services Agreement was from July 1, 2015 to June 30, 2016, with the option to renew for two (2) additional one (1) year periods. WCA, per direction of the Public Works Maintenance Supervisor – Parks, pruned 1,431 City trees and removed 58 dead/dying trees. During the previous maintenance agreement period, West Coast Arborist met the requirements set forth in the Tree Maintenance Services Agreement, and has performed well in all aspects of the work. By utilizing the services provided by West Coats Arborist, the City realized an operational savings of $66,500 during the 2015/2016 fiscal year.

The major accomplishment of the 2015/2016 fiscal year tree maintenance service was the completion of routine pruning of street trees for clearance and safety in the tree management areas known as Hillside, Crocker-Southern Hills, and Bayshore.

Discussion

In the course of preparing the 2016/2017 and 2017/2018 fiscal year operating budget for the Public Works – Parks Maintenance Section, the decision was made to eliminate two (2) vacant Certified Tree Maintenance Workers positions. The salary saving from the two (2) vacant positions will go towards funding ongoing tree maintenance costs provided by contractual services. Public Works staff estimates that using contractual service to maintain City trees will save the City $75,000 annually. The City currently has 7,304 trees with an estimated value of $18,795,250.

The proposed service agreement with West Coast Arborist (WCA), Inc. provides for scheduled structural pruning based upon a variety of factors including species, condition, and age of tree. Tree maintenance services will also be provided on an as needed basis, including tree removal and planting.

During the 2016/2017 fiscal year, the primary focus will be providing tree maintenance services to right-of-way trees in the tree management areas known as Crocker-Southern Hills, Original Daly City, and Westlake. Park trees that are scheduled to be pruned are within Gellert Park and Marchbank Park.

Fiscal Impact

Funding for tree maintenance service is included in the Street Maintenance and Park Maintenance 2017 and 2018 Fiscal Years operating budgets.

Should the City and West Coast Arborist decide to renew the Tree Maintenance Service Agreement for the one (1) additional year, West Coast Arborist may request a price increase by an amount not to exceed the United States Department of Labor, Bureau of Labor Statistics Consumer Price Index for All Urban Consumers for the San Francisco-Oakland-San Jose Standard Metropolitan Statistical Area ("Index") for March of the term then expiring.

Summary/Conclusion

Department of Public Works staff recommends the City Council award the attached Tree Maintenance Services Agreement and authorize the City Manager to execute the service agreement with West Coast Arborist on behalf of the City for a total amount not to exceed $125,000, for the 2016/2017 Fiscal year.

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

Respectfully submitted,

Jeffery Fornesi

Jeffrey W. Fornesi
Public Works Superintendent

John L. Fuller

John L. Fuller
Director of Public Works

Attachments: Tree Management Area Map
2016/2017 Tree Maintenance Agreement

City of Daly City
Public Works Department
333 90th Street
Daly City, California 94015

Tree Maintenance Services Agreement

Term:

July 1, 2016 through June 30, 2017

AGREEMENT FOR TREE MAINTENANCE SERVICES

(West Coast Arborists, Inc.)

THIS AGREEMENT is made and entered into this 27 day of June, 2016, by and between the CITY OF DALY CITY ("CITY") and WEST COAST ARBORISTS, INC., a California corporation, State Contractor's License No. 366764 ("CONTRACTOR") with reference to the following facts:

1. TERM

A. The term of this agreement shall commence on July 1, 2016, and continue through June 30, 2017, with an option to continue said agreement for up to two (2) years on the same terms and conditions as prescribed in this agreement, subject the rate of compensation to be paid to CONTRACTOR as hereinafter provided in Paragraph 4. If CITY desires to exercise its annual renewal option, CITY shall advise CONTRACTOR in writing of its intent to extend the Agreement by no later than April 1 of the term then expiring. If CONTRACTOR desires to adjust the rates as set forth in the then current Schedule of Rates for such extension period, CONTRACTOR shall give CITY written notice of such adjustment by April 30 of the term then expiring. CONTRACTOR may adjust the Schedule of Rates by an amount not to exceed the increase represented in the United States Department of Labor, Bureau of Labor Statistics Consumer Price Index for All Urban Consumers for the San Francisco-Oakland-San Jose Standard Metropolitan Statistical Area ("Index") for March of the term then expiring.

If CONTRACTOR gives notice of any adjustment in the Schedule of Rates, CITY may then rescind the exercise of its option, provided, however, written notice of such rescission must be issued by CITY to CONTRACTOR no later than June 1 of the term then expiring.

B. The CITY, at its option and with CONTRACTOR concurrence, may renew this contract for additional ONE (1) year periods, on the same terms and conditions as provided herein. This option may be exercised only if the CONTRACTOR demonstrates superior performance in the provision of tree maintenance services during the prior three-year contract term, assuming <u>all</u> of the annual renewal options were awarded.

2. SERVICES TO BE PERFORMED BY CONTRACTOR.

In consideration for the compensation as hereinafter set forth in Proposal, CONTRACTOR shall perform annual tree maintenance services including, but not limited to, tree pruning, tree and stump removal, and tree planting services including the provision of all labor, materials, tools, equipment and transportation services required by and in strict conformance with the Contract Documents.

3. COMPENSATION AND PAYMENT TO CONTRACTOR

CITY shall pay CONTRACTOR a sum not to exceed the budgeted amount for the services rendered in conformance with standards set forth in the Contract Documents during the period commencing July 1, 2016, through June 30, 2017. Payment shall be made in accordance with the Schedule of Rates attached hereto as Proposal, and incorporated herein by the reference.

A. CONTRACTOR shall submit an itemized written invoice to CITY not more often than bimonthly setting forth the work performed and the rates charged in accordance with the Schedule of Rates set forth in the Proposal. Each billing shall include both a listing of completed work by address and tree species and inventory data acceptable to CITY. The listing will be provided by written report and via the Internet.

B. CITY shall make payments to CONTRACTOR within thirty (30) days of receiving such monthly invoice for work satisfactorily performed, unless CITY disputes the amount CONTRACTOR claims is owed under this Agreements.

4. RECORDS

CONTRACTOR shall keep records and invoices in connection with its work to be performed under this Agreement. CONTRACTOR shall maintain complete and accurate records with respect to the costs incurred under this Agreement. All such records shall be clearly identifiable. CONTRACTOR shall allow a representative of CITY during normal business hours to examine, audit and make transcripts or copies of such records. CONTRACTOR shall maintain and allow inspection of all work, data, documents, proceedings and activities related to the Agreement for the period of three (3) years from the date of final payment under this Agreement.

5. REGISTRATION WITH THE DEPARTMENT OF INDUSTRIAL RELATIONS

Due to the passage of Senate Bill 854, several additions and revisions were made to the California Labor Code. The addition of Labor Code 1725.5 requires all contractors and subcontractors to register with the Department of Industrial Relations (DIR) to be eligible to work on public works projects. At the time, the contract is award the Contractor and all subcontractors must be registered with the DIR in accordance with the California Labor Code to be eligible for the project. The project is subject to compliance monitoring and enforcement by the DIR. More information about DIR registration can be viewed on the DIR's website:

http://www.dir.ca.gov/Public-Works/PublicWorks.html

California Labor Code Section 1771.1. (a) A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.

6. EXTRA WORK

Any changes from the services described in Attachment A and the Proposal or additional work not contemplated by the Agreement shall require the written direction and authorization of the CITY.

7. STANDARD OF CARE

All of the work shall be performed by CONTRACTOR or under CONTRACTOR'S supervision. CONTRACTOR represents that CONTRACTOR employs the professional and technical personnel required to perform the services required by the Contract Documents, and CONTRACTOR possesses appropriate field equipment to perform all services, and that CONTRACTOR will perform all services in a manner commensurate with the ASNI-A300-2008 Pruning standards and any later amendments, and the Quality Control Plan contained in the Proposal. All services shall be performed by qualified and experienced personnel, who are not employed by CITY or have any contractual relationship by CITY. CONTRACTOR shall be responsible to CITY for any errors or omissions in the performance of this Agreement. CONTRACTOR represents and warrants that CONTRACTOR will keep in effect all licenses, permits, and other approvals required to perform the described services during the term of this Agreement, including any extensions thereto.

8. CITY'S RESPONSIBILITIES

If required, CITY shall furnish to CONTRACTOR, maps, data and other existing information describing the trees that are subject to the services to be performed by CONTRACTOR. CITY further agrees to provide all such materials in a timely manner so as not to cause delays in CONTRACTOR's work schedule.

9. COOPERATION

CONTRACTOR agrees to work closely and cooperate fully with CITY staff assigned by the Public Works Maintenance Supervisor – Parks to work with CONTRACTOR and other agencies that may have jurisdiction or interest in the work to be performed.

10. CONTRACTOR MANAGER

CONTRACTOR shall assign a Contract Manager to the work to be performed hereunder. This Contract Manager shall coordinate all services to be performed. This Contract Manager shall be available to CITY at all times. CONTRACTOR shall provide the Public Works Maintenance Supervisor – Parks of the name, address, and telephone number of the Contractor Manager, upon execution of this Agreement. If the Contract Manager is changed by CONTRACTOR, CONTRACTOR shall immediately give notice to the CITY, the name, address, and telephone number of the new Contract Manager.

11. ADMINISTRATION

The Public Works Department will administer this Agreement on behalf of CITY. The Director or the designee shall be considered the Administrator and shall have the authority to act for CITY under this Agreement. The Administrator shall represent CITY in all matters pertaining to the services to be rendered pursuant to this Agreement.

12. CITY POLICY

CONTRACTOR will discuss and review all matters relating to policy and contract direction with the CITY's designee, in advance of all critical decision points in order to ensure that the services are performed in a manner consistent with CITY goals and policies.

13. TIME OF PERFORMANCE

Time is of the essence of this Agreement.

14. DISPUTES PERTAINING TO PAYMENT FOR WORK

Should any dispute arise respecting whether any delay is excusable, or its duration, or the value of the work done, or of any work omitted, or of any extra work which CONTRACTOR may be required to do, or respecting any payment to CONTRACTOR during the performance of the Agreement, such dispute shall be decided by the CITY, and the decision of the Director shall be final and binding upon CONTRACTOR and the sureties of CONTRACTOR.

15. OFFSETS

CONTRACTOR acknowledges and agrees that with respect to any business tax or penalties thereon, utility charges, invoiced fee or other debt, which is owed, or which becomes due to CITY by CONTRACTOR, CITY reserves the right to withhold and offset said amounts from such payments or refunds or reimbursements owed by the CITY to CONTRACTOR under this Agreement. Notice of such withholding and offset shall promptly be given to CONTRACTOR by CITY in writing. In the event of a dispute as to the amount owed or whether such amount is owed to CITY, CITY will hold such disputed amount until either, the appropriate appeal process has been completed or until the dispute has been resolved.

16. INDEPENDENT PARTIES

CITY retains CONTRACTOR on an independent contractor basis, and CONTRACTOR acknowledges and agrees that CONTRACTOR is not an employee of CITY. The manner and the means of conducting the work are under the control of CONTRACTOR, except to the extent they are limited by statute, rule or regulation and the express terms of this Agreement, including Attachment A and the Proposal. No civil service status or other right of employment with CITY will be acquired by virtue of CONTRACTOR's services, either by CONTRACTOR or by CONTRACTOR's employees. None of the benefits provided by CITY to its employees, including but not limited to unemployment insurance, workers' compensation, vacation or sick leave are available from CITY to CONTRACTOR, its employees or agents. Deductions shall not be made by CITY for any state or federal taxes, FICA payments, PERS payments, or other purposes normally associated with an employer-employee relationship from any fees due CONTRACTOR. Payments of the above items, if required, are the responsibility of CONTRACTOR and not of the CITY.

17. IMMIGRATION REFORM AND CONTROL ACT OF 1986

The CONTRACTOR shall comply with the provision of the Immigration Reform and Control Act of 1986, Public Law 99-603. The CONTRACTOR SHALL provide CITY written documentation certifying compliance with Public Law 99-603 within ten days of the CITY'S request.

18. WORKERS COMPENSATION

By executing this Agreement, CONTRACTOR certifies that CONTRACTOR is aware of and will comply with the Labor Code of the State of California requiring every employer to be insured against liability for workers' compensation or to undertake self-insurance before commencing any of the Work. CONTRACTOR shall comply with Labor Code Section 1861 by signing and filing the workers' compensation certificate with the CITY.

19. INDEMNIFICATION

Except for CITY's negligence or willful misconduct, CONTRACTOR shall indemnify and hold CITY and CITY's officers and employees harmless from all damages, costs and expenses, including attorneys' fees, in law or equity that may at any time arise or be set up because of damages to property or person injury, including death, suffered by reason of, or in the course of performing, the services under this Agreement work and caused by any willful or negligent act or omission committed by CONTRACTOR or any of CONTRACTOR's employees, subcontractors or agents. The parties expressly agree that any payment, attorney fee, cost or expense CITY incurs or makes to or on behalf of an injured employee under its self-administered Workers' Compensation program are included as a loss, expense or cost for the purposes of this paragraph. The provisions of the paragraph shall survive the expiration or early termination of the Agreement.

20. INSURANCE

Prior to CITY's execution of this Agreement, CONTRACTOR shall secure, and shall thereafter maintain until completion of the Agreement, such public liability and property damage insurance as shall protect CONTRACTOR from claims for damages for personal injury, including accidental death, as well as from claims for property damage which may arise from or which may concern operations under the Agreement, whether such operations be by or on behalf of CONTRACTOR, any subcontractor or anyone directly or indirectly employed by, connected with or acting for or on behalf of any of them. The CONTRACTOR shall obtain at its own cost, prior to commencing work on the contract and maintain for the period covered by the contract a policy of liability insurance naming the CONTRACTOR, his employees, the CITY, its officers and employees as insured. Refer to Section 7-3 of the AGC/AWPA Standard Specifications for details.

The Coverage shall provide the minimum limits:

Bodily injury .... $1,000,000 each occurrence

Property damage .... $1,000,000 each occurrence

Policies or certificates of insurance shall be filed with CITY and shall include CITY as an additional insured. The policy or policies shall be in the usual form of public liability insurance, but shall also include the following provisions:

Solely as respects work done by and on behalf of the named insured for the CITY, it is agreed that the CITY and its officers and employees are added as additional insured under this policy.

The policies shall not be canceled unless thirty (30) days prior written notification of intended cancellation has been given to CITY by certified or registered mail.

20. CONFLICTS OF INTEREST

A. CONTRACTOR or the employees of CONTRACTOR may be subject to the provisions of the California Political Reform Act of 1974 (the "ACT"), which (1) requires such persons to disclose financial interest that my foreseeable be materially affected by the work performed under this Agreement, and (2) prohibits such person from making, or participating in making decisions that will foreseeable financially affect such interest. If so required, CONTRACTOR will provide a completed disclosure form noting the above.

B. If subject to the Act, CONTRACTOR shall conform to all requirements of the Act. Failure to do so constitutes a material breach of this Agreement, and is grounds for termination by CITY. CONTRACTOR shall indemnify and hold harmless CITY for any claims for damages resulting from CONTRACTOR's violation of this paragraph.

21. NONDISCRIMINATION

Except as provided in Section 12940 of the California Government Code, during CONTRACTOR's performance of this Agreement, CONTRACTOR shall not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, martial status, sex or sexual orientation in the selection and retention of employees and subcontractors and the procurement of materials and equipment. Such nondiscrimination shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. CONTRACTOR shall also conform to the requirements of the Americans with Disabilities Act in the performance of this Agreement.

22. PROHIBITION AGAINST TRANSFERS

CONTRACTORS may not assign any right or obligation of this Agreement or any interest in this Agreement without the prior written consent of CITY. Any attempted or purported assignment without the consent of CITY shall be null and void at the sole option of CITY. CONTRACTOR may not employ any subcontractors unless specifically authorized by CITY. The sale, assignment, transfer or other disposition of any of the issued and outstanding capital stock of CONTRACTOR, or of the interest of any general partner or joint venture which shall result in changing the control of CONTRACTOR, shall be construed as an assignment of this Agreement. Control means fifty percent (50%) or more of the voting power, or twenty-five percent (25%) OR MORE OF THE ASSETS OF THE CORPORATION, PARTNERSHIP OR JOINT VENTURE.

23. CONFIDENTIALITY

The information which results form the services in this Agreement is to be kept confidential unless the release of information is authorized by the CITY.

24. NOTICES

All notices, demands, requests or approvals to be given under this Agreement must be given in writing and shall be deemed served when delivered personally or on the second business day after the deposit thereof in the United States mail, postage prepaid and addressed as follows:

<u>CITY</u>
City of Daly City
Public Works Director
333 90th Street
Daly City, CA 94014

<u>CONTRACTOR</u>
Patrick O. Mahoney, President
West Coast Arborists, Inc.
2200 East Via Burton Street
Anaheim, CA 92806

25. VENUE

Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in a court of competent jurisdiction in the County of San Mateo, State of California, and the parties hereby waive all provisions of law providing for a change of venue in such proceedings to any other county.

26. COST OF LITIGATION

If any legal action is necessary to enforce any provision of this Agreement, or for damages due to any alleged breach of any provisions of this Agreement, the parties agree that the court with jurisdiction over the action may determine and fix reasonable attorneys' fees and expenses to be paid to the prevailing party.

27. WAIVER

A waiver by CITY of any breach of any term, covenant or condition contained herein shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition contained herein whether of the same or of a different character.

28. COMPLIANCES

CONTRACTOR represents that CONTRACTOR is familiar with and shall comply with all laws, state or federal, and all ordinances, rules and regulation enacted or issued by CITY, which are applicable to the performance of services under this Agreement.

29. TERMINATION

A. In the event CONTRACTOR fails or refuses to timely perform any of the provisions of this Agreement in the manner required, or if CONTRACTOR violates any provisions of this Agreement, CONTRACTOR shall be deemed in default. If such default is not cured within a period of two (2) working days, or if more than two (2) working days are reasonably required to cure the default and CONTRACTOR fails to give adequate assurance of due performance within tow (2) working days after CONTRACTOR receives written notice of default from CITY, CITY may terminate the Agreement forthwith by giving written notice.

B. The CITY or the CONTRACTOR may cancel this contract or any portion thereof at any time during the term of the service and such cancellations shall be effective upon giving thirty (30) days written notice to the other party.

30. INTEGRATED CONTRACT

No verbal agreement or implied covenant shall be held to vary the provisions hereon. Any modifications of this Agreement will be effective only if in writing signed by the duly authorized officers of both CITY and CONTRACTOR.
IN WITNESS WHERE OF the parties hereto caused this Agreement to be duly executed on the day and year first above written.

CITY	**CONTRACTOR**
City of Daly City	West Coast Arborists, Inc.
	A California Corporation
________________________	________________________
CITY, City Manager	Patrick O. Mahoney, President

CITY OF DALY CITY

ATTACHMENT "A" – SCOPE OF SERVICES

PROJECT SPECIFICATIONS

It shall be understood that the Contractor will be required to perform and complete the proposed line clearance tree pruning and tree removal work in a thorough and professional manner, and to provide labor, tools, equipment, materials and supplies necessary to complete all the work in a timely manner that will meet the CITY's requirements. Contractor may be required to perform the following tree maintenance activities at various sites throughout the CITY;

1. Tree pruning
2. Tree removal
3. Crew rental
4. Emergency response
5. Line clearance pruning
6. Clearance pruning
7. Palm tree removal
8. Specialty equipment rental
9. Arborist services/inspection

A. ANNUAL PRUNING PROGRAM

Contractor may assist the CITY with developing a recommended annual pruning program including personnel and vehicles that would be required to complete the project. Depending on the CITY's current and future pruning needs the recommended pruning schedule may require multiple crews to perform concurrently within the same time constraints.

PROJECT SPECIAL PROVISIONS

A. DEFINITIONS

Where "as directed", "as required", "as permitted", "approve", "acceptance", or words of similar import are used, it shall be understood that the direction, requirement, permission, approval or acceptance by the CITY is intended unless otherwise stated. As used herein, "provide" shall be understood tip mean "provide complete", in total. The word "site" as used hereinafter shall be understood to mean the location receiving the service. The use of the word "Contractor" shall be held to mean the Contractor and/or any person employed by them and working under this contract.

B. WORK QUALITY

All tree pruning shall comply with good arboreal practice for the particular species of trees being trimmed shall be consistent with the Pruning Standards and Best Management Practices as adopted by the International Society of Arboriculture. The Contractor shall also meet the requirements of the American National Standards, Z133-1-2006, entitled "Safety Requirements for Arboricultural Operation," published by the American National Standard Institute, Inc., 1430 Broadway, New York, New York 10018.

The CITY shall determine if the Contractor has met all pruning requirements and payment shall not be made for pruning that is not in accordance with the above standards. The Contractor shall be deemed in contract default, if they consistently fail to comply with the aforementioned standards.

C. STANDARDS

Prior to beginning the work, the Contractor shall review with the CITY various methods, tools, and work scheduling to be used on the project. Unless otherwise indicated, tree pruning shall include but not be limited to accepted pruning activities.

Daily tree pruning operations shall commence no earlier than 8:00 A.M. and shall be completed each day no later than 5:00 P.M.

Limbs one inch (1") in diameter or greater shall be precut to prevent splitting. When there is a chance of bark tearing at the crotch, remove large limbs with three cuts. Make the first cut on the underside of the branch one foot (1') to two feet (2') from the crotch. The undercut should be at least one-third (⅓) of the diameter. Make the second cut one-inch (1") to three inches (3") further from the crotch than the first. The final cut is made at the crotch in a manner to favor the earliest possible covering of the wound by callus growth. Cuts shall not be made so large that they will prevent sap flow. All cut branches three and one-half inches (3½") or larger in diameter shall be lowered by proper ropes to the ground. Any damage caused by dropping limbs shall be repaired within three (3) days at the Contractor's expense and to the satisfaction of the CITY. All debris resulting from tree pruning operations shall be removed from the work site on a daily basis.

Tool Sanitation - On all trees, including palms, known or suspected to be diseased, pruning tools and cut surfaces shall be disinfected with a ten (10) percent chlorine bleach solution after each cut and between trees where there is danger of transmitting the disease on tools. Fresh solution shall be mixed daily.

1. Annual Tree Pruning

Tree pruning will be performed per pre-designed circuits or routes. Pruning will include clearance pruning to achieve minimum clearance from live power lines.

(a) Contractor shall comply with Standards of CAL OSHA and the American National Standard Institute, Z133 Safety Requirements.

(b) Contractor shall notify the CITY forty-eight (48) hours in advance of scheduled pruning.

(c) Contractor shall provide and post "No Parking" signs twenty-four (24) hours in advance of the work.

(d) Contractor shall endeavor to maintain good public relations at all times. The work shall be conducted in a manner, which will cause the least possible interference and annoyance to the public. Work shall be performed by competent employees and supervised by an experienced, English speaking supervisor in tree maintenance operations. The Contractor shall be responsible for advance Notification to the residents at each work location of the intended tree operations. The Contractor shall be responsible to see that private property and vehicles at work locations are not endangered or damaged during the course of work.

(e) Contractor shall exercise precautions as necessary when working adjacent to aerial and subterranean utilities. In the event that aerial utility wires present a hazard to the Contractor's personnel or others near the work site, work is to immediately cease, and the appropriate utility company notified. Work shall then commence in accordance with instructions from the utility company. In the event that work causes excavation, the CITY is responsible for properly marking the location and the Contractor is responsible for appropriate notification of Underground Service Alert (USA).

(f) No hooks, gaffs, spurs or climbers will be used for anything other than removals.

(g) Final pruning cuts shall be made without leaving stubs. Cuts shall be made in a manner to promote fast callous growth.

(h) When pruning fungus, disease or fire blight infected limbs or fronds, all pruning tools shall be cleaned after each cut with alcohol or bleach.

(i) Topping shall not be done unless specifically requested by the CITY.

(j) The specific techniques employed shall be consistent with industry practice for the size and species of tree being trimmed. All dead, broken, damaged, diseased or insect infested limbs shall be removed at the trunk or main branch. All cuts shall be made sufficiently close, ½ inch, to the parent stem so that healing can readily start under normal conditions. All limbs 2" or greater shall be undercut to prevent splitting. The remaining limbs and branches shall not be split or broken at the cut. All crossed or rubbing limbs shall be removed unless removal will result in large gaps in the general outline of the tree.

(k) Cut laterals to preserve the natural form of the tree, leaving the head open enough for the branching system to show and permitting the dead material to be easily cleaned out and light to show through the head. Tree foliage shall be reduced by at least fifteen (15%) percent but no more than thirty (30%) percent.

(l) Trim to remove dead wood or weak, diseased, insect-infested, broken, low, or crossing limbs. Branches with an extremely narrow angle of attachment should normally be removed.

(m) Small limbs, including suckers and waterspouts, shall be cut close to the trunk or branch from which they arise.

(n) Heading cuts and/or topping will not be allowed under any circumstances. Heading, rounding over, or stubbing shall not be an accepted practice for reducing the size or the framework of any tree.

2. Pruning for Clearances

Tree pruning for clearances shall provide clearances of at least fourteen (14') feet and no greater than sixteen feet (16') above finish grade for moving vehicles within the traveled roadway, for pedestrians on sidewalks in accordance with standards set forth by the International Society of Arboriculture Pruning Standards (Best Management Practices) and the ANSI A300 Standards under "Pruning to Raise." Clearance trims are performed on a grid system or on a street-by-street basis. Clearances for adjacent structures and their connecting utility lines (service drops), shall be determined by the CITY and conform to the following:

(a) The minimum clearance under trees within the street right-of-way shall be fourteen (14') feet over the traveled road, and nine feet (9') over the curb line and the sidewalk side of the tree. When pruning the bottom branches, care shall be given to obtain a balanced appearance when viewed from across the street immediately opposite the tree.

(b) Cut to laterals to preserve the natural form of the tree. Remove lateral branches at their point of origin, or shorten the length of a branch by cutting to a lateral, which is large enough to assume leadership.

(c) When cutting back, avoid cutting back to small suckers. Remove smaller limbs and twigs in such a manner as to leave the foliage pattern evenly distributed.

3. Pruning Palm Trees

Palm tree pruning shall consist of the removal of loose dead fronds, fruit clusters and other vegetation from the trunks of all palms listed in the Contract Documents Special Provisions in a manner selected by the Contractor and approved by the CITY, and in accordance the following:

(a) The use of climbing spurs or spike shoes for climbing palm trees is prohibited, unless specifically approved by the CITY. The Contractor shall be required to use an aerial tower with sufficient height to reach the crown for pruning CITY Palm trees.

(b) Palm Skinning (additional service & cost) - Dead fronds, and parts thereof, including stubs, can be removed along the entire length of the trunk of each palm, leaving a clean unsheathed appearance slicked from the ground to approximately twenty-four to thirty-six (24" – 36") inches from the base of the green fronds at the top of the tree. The frond stubs (cut close to trunk) can be left in place within a span of at least eighteen (18") inches but no greater than thirty-six (36") inches.

4. Tree Removals

CITY prepares list of trees to be removed, marks trees, notifies homeowners and submits lists to Contractor. Contractor calls Underground Service Alert (USA) and prepares internal work order. Crew removes tree and hauls all debris. Crew grinds stumps to a depth of eighteen (18") inches. All holes will be backfilled; as well as all debris cleaned up and hauled away. Removals shall be conducted in accordance with the standards of the arboricultural profession.

All wood from removed trees is the property of the CITY and shall be disposed of at the direction of the CITY. No wood shall be left along public right-of-way or on school sites unless approved by the CITY. All tree parts are to be loaded into transport vehicles or containers. The vehicles or containers must have the front, sides and rear solid and the top shall be covered with a tarp, or otherwise tightly enclosed. The transporting of tree parts must be made so that no debris escapes during the transport. Branches, suckers, bark and other tree parts that are chipped are to be covered while transported and hauled to the disposal site during the workday.

The CITY is responsible for marking trees so that they are easily identifiable by Underground Service Alert and the Contractor. The Contractor shall be required to call Underground Alert at least 2 days before stumps are to be ground out. All tree stumps must be removed to at least 18 inches below the lowest soil level adjacent to the stump, or until deep roots are no longer encountered. The Contractor shall grind the stump a minimum distance of one and a half (1½') feet either side of the outer circumference of the stump, or until surface roots are no longer encountered.

Stumps should be cut low enough to the ground where routing can be done safely. This may be accomplished by cutting the stump at the time of grinding, or at the time of tree removal except for infrastructure conflicts. Holes created by stump and root grinding must be filled the same day. The resultant chips from routing may be used to fill the hole to two (2") inches above normal ground level. All excess routing chips debris will be removed and loaded into transport vehicle for disposal. Any damaged paved surfaces shall be restored to their original condition.

5. Crew Rental

A standard crew is three men, one chipper truck, one chipper, one aerial tower and all necessary hand tools. The crew and equipment can be modified to complete any type of miscellaneous tasks including special projects that may consist of extraordinary work such as hanging flags, changing light bulbs, or trimming specific trees requiring immediate attention prior to their scheduled trim. Trees requiring service prior to their regularly scheduled grid or annual trim to rectify a specific problem such as blocked street lighting or signs, right-of-way clearance for utility lines, or broken limbs may be performed under the Crew Rental rate.

6. Emergency Response

The Contractor shall be required to provide emergency on call response for damaged trees as a result of storms or other reasons. Emergency calls may occur at any given time. The Contractor will be provided with locations and the work to be done at each location via telephone from a CITY authorized representative. Emergency work shall begin within two (2) hours of the initial telephone call.

Contractor shall be required to provide a twenty-four (24) hour emergency phone number or the names of individuals upon award of contract. Should the contact persons or their phone numbers change during the course of the contract, those changes shall be submitted to the CITY within two (2) working days.

Contractor shall be required to provide all necessary traffic control during the course of emergency work. Work performed under the emergency provision of this contract shall be paid for on a crew hour basis. This shall include all labor, tools equipment, disposal fees and necessary materials.

7. Line Clearance Pruning

During the course of this contract, the Contractor will be required to perform utility line clearance in conjunction with routine or non-routine pruning activities. The Contractor shall be required to furnish all supervision, labor, equipment and materials necessary to accomplish the work in accordance with the contract. The Contractor has the responsibility for compliance with safety and health standards of the California Occupational Safety and Health Act (OSHA) and all applicable rules, regulations and orders. The manager overseeing the project should be a Certified Utility Specialist and the persons completing the work should be a Line Clearance Treeworkers. The competency of Contractor's personnel shall be maintained through regular training. All persons performing tree work on CITY trees in or around primary electrical lines shall be trained to do so in accordance the "Electrical Safety Orders" of the State of California.

8. Arborist Services

On occasion, the CITY will require tree evaluations including written reports. The vendor shall provide an hourly rate for an Arborist that can respond to the CITY's request(s) for the preparation of detailed arborist reports, tree evaluations and site inspections. Reporting can be generated and handled on a case-by-case basis.

D. TRAFFIC CONTROL

Contractor shall conform to all CITY Traffic Safety requirements and operating rules at all times while this contract is in effect. The CITY will provide the Contractor with a Work Area Traffic Control Handbook (WATCH Manual) which will be used as reference.

Contractor will be responsible for supplying and using all safety equipment necessary to close or delineate traffic lanes to through traffic. This is to include a high visibility Arrow Board(s) as necessary. The CITY, prior to use, must approve all traffic safety equipment for use.

Illuminated arrow boards, sign stands, delineators and/or cones shall be used to identify work site for vehicular and pedestrian safety.

E. PUBLIC NOTICING OF TREE PRUNING OPERATIONS

Contractor shall be required to notify residents and/or businesses of scheduled tree pruning operations at least forty-eight (48) hours prior to the work being performed. Notifications shall be made in the form of door hangers.

CITY approved "No Parking" signs shall be posted on individual trees scheduled for pruning forty-eight (48) hours prior to the work being performed.

F. CLEAN UP

Contractor shall clean all job sites when work is completed, including the raking of leaves, twigs, etc. from the lawns and parkways and the sweeping of streets.

Each day's scheduled work shall be completed and cleaned up and **under no circumstances shall any brush, leaves, debris or equipment be left on the street overnight.**

Brush and debris shall be removed daily, sidewalks swept, lawns and parkways raked out and gutters cleaned. The CITY or his authorized representative shall be the sole judge as to the adequacy of the clean up.

G. DISPOSAL OF DEBRIS

All tree branches produced as a result of the Contractor's operations under this contract will be reduced, reused, recycled, and/or transformed. The CITY will receive access to their Greenwaste Recycling report detailing the amount of debris recycled and the location. This report to be used for compliance with Assembly Bill 939.

1. Greenwaste Recycling Report:
   Greenwaste that is transported to an off site facility for grinding into mulch shall be documented and available to the CITY on a monthly basis.

2. Wood Chips:
   (a) Chips generated from pruning operations within the CITY may first be dumped at a CITY designated site.

   (b) At the direction of the CITY, wood waste generated from tree removals shall be chipped into pure wood chips with an even uniform size. These chips shall be dumped in specified locations in the CITY.

3. Milling (additional service & cost):
   At the direction of the CITY, large tree trunks, which meet proper specifications may be milled into lumber suitable for use in a variety of applications. Milled lumber shall be returned to the CITY at a cost.

H. PARKING

The CITY will make an attempt to identify a suitable space for parking of vehicles and equipment for the purpose of this contract. The vendor will hold the CITY harmless and release the CITY of liability as a result of theft or vandalism. Should a site not be available, then the vendor may park on CITY right-of-way where commercial vehicle parking is allowed.

I. INVOICE

Contractor shall be required to submit invoices on a bi-monthly basis. Invoice format shall include but not be limited to a list of each street that tree maintenance operations took place, the address of each individual tree, the species and its height and trunk diameter of each individual tree. Failure to submit invoices in this format may result in non-payment until these requirements are met.

J. INSPECTIONS

The CITY or his designated representative, shall, at all times, have access to the work area and shall be furnished with every reasonable facility for ascertaining full knowledge, respecting the progress, workmanship, and character of materials and equipment used and employed in the work.

K. WITHHOLDING PAYMENT

The CITY may withhold payment to such extent as may be necessary to protect the CITY from loss due to one or more of the following reasons:

1. Defective or inadequate work not corrected.

2. Claims filed or reasonable evidence indicating probable filing of claims.

3. A reasonable doubt that the contract can be completed for the balance unpaid.

L. MINOR MODIFICATIONS AND/OR ADDITIONAL WORK

1. The CITY may modify these specifications with the joint approval of the Contractor and the CITY. All modifications shall be in writing.

2. In the event that the CITY should require additional work beyond the requirements of these specifications, the Contractor shall perform all work at a competitive price.

3. Additional work may be added to the contract work as the need arises. The Contractor shall perform all specified and approved additional work at the unit prices submitted with this bid proposal.

4. The Contractor must be willing to provide a competitive price for additional work that may be added to the contract. Contractor will be required to demonstrate the ability to properly execute the expanded workload with the necessary increase in labor, materials and equipment needed to complete the additional work in a timely manner.

5. The Contractor must have the ability to receive and respond to emergency situations and must respond to emergency call outs within one hundred twenty (120) minutes of receipt of the call.

M. COOPERATIVE PURCHASING

It is intended that other public agencies (i.e., city, county, school CITY, special CITY, public authority, public agency, and other political sub-division of the State of California) and/or other CITY departments shall have the option to participate in any agreement created as a result of this Request for Proposal with the same terms and conditions as to the price of the product and/or service. The CITY shall incur no financial responsibility in connection with a purchase order from another public agency. Any public agency that "piggy-backs" on any negotiated contract between the CITY and vendor shall accept sole responsibility for negotiating, placing orders and making payment to vendor. The vendor may or may not agree to the cooperative purchasing clause.

N. CLARIFICATION OF SPECIFICATIONS

If any bidder, prior to submitting their bid should find any discrepancies and/or omissions from the specifications or other contract documents, or if they should be in doubt as to the true meaning of any part thereof, they shall at once make a written request to the CITY for corrections, clarification, or interpretation of the points in question. The person submitting such request shall be responsible for its prompt delivery.

In the event that the CITY receives a request and it should be found that certain essential information is not clearly and fully set forth, or if the CITY discovers errors, omissions, or points requiring clarification in these documents, a written addendum will be mailed to each person to whom a set of bid documents has been delivered. The CITY will not be responsible for any instructions, explanations, or interpretations of the documents presented to bidders in any manner other than written addendum.

CITY OF DALY CITY

ATTACHMENT "B" – PRICE SCHEDULE

PHYSICAL GPS TREE INVENTORY **PER TREE SITE** **$1.00**
(Cost can be paid in equal installments over term of the contract.)

GRID TREE PRUNING **EACH** **$76.00**
Tree pruning per pre-designed districts, grids or prune routes on a set cycle to include all trees including small, medium and large trees. Pruning will include structural pruning, crown raising, cleaning and selective thinning in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards and the Best Management Practice, Tree Pruning Guidelines. No pruning shall involve the removal of more than 25% of bulk material from trees. Special projects that are difficult to access require the need for specialty equipment (i.e., 95-foot tower), special request pruning, or pruning to reduce and/or pruning to restore would fall under Crew Rental.

SERVICE REQUEST TREE PRUNING **BASED ON SIZE**
Trees requiring service prior to their regularly scheduled grid or annual trim to rectify a specific problem such as blocked street lighting or signs, right-of-way clearance for utility lines, or broken limbs will be performed as a "Service Request."

Medium size (0 – 12" DBH)	**PER TREE**	**$117.90**
Large size (13 & over DBH)	**PER TREE**	**$222.70**
King or Queen palm pruning	**PER TREE**	**$76.00**
Washingtonia palm pruning	**PER TREE**	**$76.00**
Canary Island Date Palm pruning	**PER TREE**	**$222.70**
Palm tree skinning	**PER LINEAR FT.**	**$15.70**

TREE ONLY REMOVAL
Caliper of trees to be measured at 4 feet above soil level. City prepares list of trees to be removed, marks trees, notifies homeowners and submits lists to WCA. WCA calls U.S.A. and prepares internal work order. Crew removes all debris that is generated and hauled away. Special projects that are difficult to access with equipment, or require the need for a crane or 95-foot tower would fall under Crew Rental rates.

Medium size (0 – 12" DBH)	**PER TREE**	**$248.90**
Large size (13 – 24" DBH)	**PER TREE**	**$687.75**
Very large size (25" & over DBH)	**PER TREE**	**$1179.00**

STUMP ONLY REMOVAL

Stumps to be measured at 6-inches above ground level. City prepares list of stumps to be removed, marks stump, notifies homeowners and submits lists to WCA. WCA calls U.S.A. and prepares internal work order. Stumps will be ground to a depth of 18 inches. All holes will be backfilled, as well as all debris cleaned up and hauled away.

Medium size (0 – 12" DBH)	**PER TREE**	**$65.50**
Large size (13 – 24" DBH)	**PER TREE**	**$248.90**
Very large size (25" & over DBH)	**PER TREE**	**$334.00**

TREE PLANTING **BASED ON SIZE**

Planting includes the tree, stakes, ties and complete installation. Planting lists should be compiled by the Inspector and submitted monthly or as needed. WCA will guarantee the life of the tree for a period of ninety (90) calendar days, excluding vandalism and extreme weather conditions. After ninety (90) days, the tree will be the responsibility of the City and/or resident.

15-Gallon (tree furnished by City)	**EACH**	**$163.75**
15-Gallon (tree furnished by WCA)	**EACH**	**$196.50**
24-inch box (tree furnished by City)	**EACH**	**$248.90**
24-inch box (tree furnished by WCA)	**EACH**	**$373.35**

CREW RENTAL **PER MAN HR** **$78.60**

The standard crew is three men, one chipper truck, one chipper, one aerial tower and all necessary hand tools. The crew and equipment can be modified to complete any type of miscellaneous tasks including special projects that may consist of extraordinary work such as hanging flags, changing light bulbs, special projects that are difficult to access with equipment, or trimming or removing specific trees requiring immediate attention.

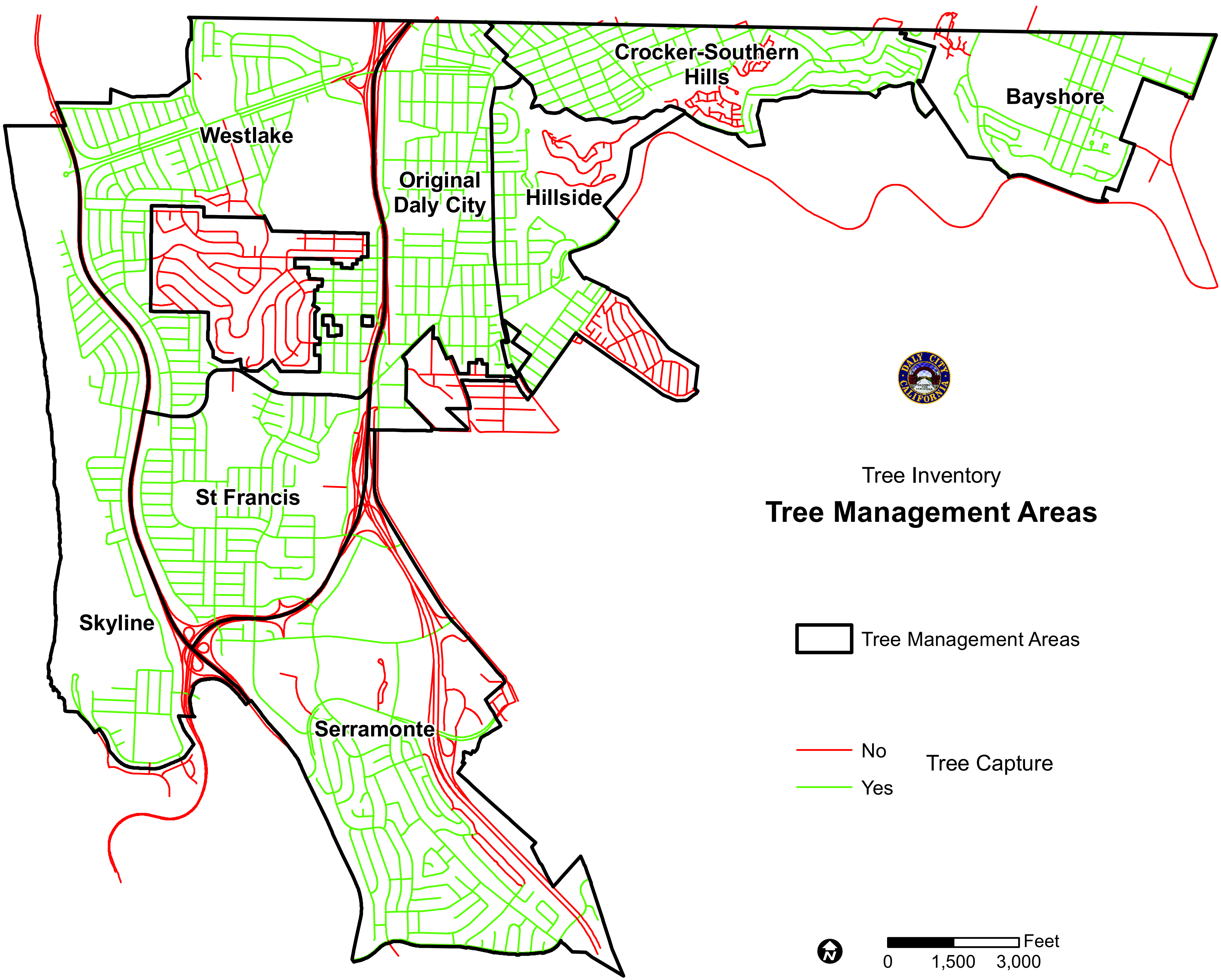
EMERGENCY CREW RENTAL (2-MEMBER CREW) PER CREW HR **$209.60**

WCA will respond to emergency calls on a 24-hour basis. Emergency work will begin on-site within ninety (90) minutes from the time of notification from the City. The standard crew is two men, one chipper truck, one chipper, one aerial tower and all necessary hand tools. The crew and equipment can be modified to complete any type of tree-related emergency. The crew will do what is necessary to render the hazardous tree or tree-related condition safe. No minimum call-out required.

SPECIALTY EQUIPMENT RENTAL **HOUR** **$157.20**

WCA can dispatch a variety of specialty equipment including 100-foot crane, 95-foot aerial tower, and/or roll-off trucks with loaders (disposal fees are not included). These pieces of equipment include one operator.

ARBORIST SERVICES **(Report writing)** **HOUR** **$157.20**


Tree Inventory
Tree Management Areas
Crocker-Southern Hills
Bayshore
Westlake
Original Daly City
Hillside
St Francis
Skyline
Serramonte
DALY CITY CALIFORNIA
Tree Management Areas
No
Yes
Tree Capture
Feet
0
1,500
3,000

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: **Acceptance of Edward Byrne Memorial Justice Assistance Grant (JAG) Program Grant Funds for Forensic Laboratory Fees**

Recommended Action

Staff recommends Council accept award funds from the Federal 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) Program totaling $16,887. Funds will be used to pay for San Mateo County Forensic Laboratory fees.

Background

On May 17, 2016, the funding information was made available to the City of Daly City and the application was due on June 30, 2016. The Police Department applied for the 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) Program to help supplement the evidence processing costs at the San Mateo County Forensic Laboratory. One of the conditions of this application for the JAG grant funds is for the applicant to ask the governing body to review the police department's request to apply for grant funding.

Discussion

This grant provides a total award of $16,887. This grant will be administered by the Police Department.

Fiscal Impact

Proposed funding runs from October 1, 2016 through September 30, 2018, or until the award has been exhausted.

Summary/Conclusion

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

Respectfully submitted,

Patrick Hensley
Captain

Manuel Martinez
Chief of Police

City Council Meeting Agenda Report

Item # ____

Meeting Date: June 27, 2016

Subject: Authorizing the City Manager to Execute an Agreement Between the City of Daly City and the Daly City Partnership to Manage and Operate the Community Service Center

Recommended Action

Staff recommends that the City Council authorize the City Manager to execute an agreement between the City of Daly City and the Daly City Peninsula Partnership Collaborative Partnership to provide program management services for the Community Service Center in an amount not to exceed $94,354 for a six-month period from July 1, 2016 through December 31, 2016.

Background/ Discussion

The Daly City Community Services Center (CSC), a division of the City Manager's Office, has been serving indigent residents of Daly City, Colma and Broadmoor for over 40 years, since 1974, providing crisis intervention, prevention and other human services. Moreover, the City maintains a contract with the San Mateo County Human Services Agency for the Center to serve as one of the County's Core Service Agencies.

Effective June 1, 2015, the City entered into an agreement with the Daly City Peninsula Partnership Collaborative Partnership (DCPPC - the official 501c3 designation) to manage and oversee the Community Service Center. The Daly City Peninsula Partnership Collaborative Partnership (DCP) was established in 1995 to strengthen a school-city-county partnership to provide programs designed to ensure that members of the community have access to health, education, and social services.

The Daly City Partnership's first offerings began with after school academic services (tutoring, homework centers, and enrichment classes) and summer school readiness programs - all designed to help ensure reading proficiency by third grade. The opening of the North Peninsula's first and only early childhood resource center, known as "Our Second Home" followed shortly after in 2002. In 2006, DCP became the north county provider of differential response services to families in crisis; this service is referred to as Community Action Response Team (CART). And by 2010, DCP's Healthy Aging Response Team (HART) began addressing the needs of seniors and disabled persons by connecting them to resources.

With DCP's strong community ties and familiarity with the Center's services and clientele, staff believes there is a natural affinity that supports a continued contractual relationship with the Daly City Partnership. The professional services agreement will provide ongoing management oversight and operation of the CSC. This will be accomplished with the provision of a full-time Program Manager responsible for both the CSC office and the CART team and will coordinate and monitor program activities for both departments on a daily basis. Likewise, this position would enhancement the Center's current level of wrap-around services. DCP's scope of work also includes two caseworkers each at 40 hours per week and reception support at 40 hours per week (see Exhibit A).

Another benefit to this arrangement is that DCP brings a complementary service and additional supportive staffing to the Center with the Community Action Response Team (CART), which has provided Differential Response (DR) services since 2006. CART provides community-based intensive case management to north county's most vulnerable families who have been referred by Child Protective Services. The Center would take in clients visiting DR counselors; however, CART would continue to maintain access to the DR "house" located on the corner of Sullivan and 92nd Street for family counseling services.

In addition, DCP has a memorandum of understanding with the following community partners to provide the weekly and monthly wrap-around services for clients:

1. Bay Area legal Aid DV Restraining Order Services
2. Legal Aid of San Mateo County Tenant's Rights Clinics
3. HIP Shared Housing Consultation
4. Second Harvest Food Bank (SHFB) CalFresh and Food Resource Consultations
5. SHFB Family Harvest & Produce Distributions, and accessible Food Pantry
6. Bay Area Legal Aid Immigration Services

Seasonal Programs to be sponsored and facilitated by DCP include:

1. Summer Backpack and School Supply Drive, in partnership with Daly City's Fire and Police Departments and Daly City Starbucks locations.
2. Holiday Food Distributions
3. Operation Santa Claus

The Program Director (DCP's Executive Director) will maintain a direct reporting role with the City Manager's Office to ensure program continuity and coordination, performance outcomes and budgetary accountability, and compliance with the County contract to provide a Core Service Agency in Daly City. Furthermore, the Program Director will be the key CSC liaison between DCP, the City, San Mateo County and other agency partners, and will now be assisted by the Differential Response Program Manager, who will be responsible for daily supervision of both the CART team and the CSC staff (.12 FTE charged to the CSC budget for this position).

Fiscal Impact

It is worth noting that in order to house additional DCP staff members, the City would provide in-kind facility rental (4,700 square foot office at 350 90th Street). The City of Daly City also currently supports three other DCP programs and provides in-kind facility space at the following locations:

1. The After School Academic Program team will continue to occupy small offices within the Larcombe Clubhouse.
2. The Healthy Aging Response Team will continue to occupy space at Doelger Senior Center.

3. CART will continue to use the small house on the corner of Sullivan Avenue and 92^{nd} Street.

Due to the reduction in direct financial allocation to support the Center, the City recommends providing limited in-kind services as outlined in Exhibit B.

Summary/Conclusion

Implementing a community partnership model with a local area non-profit to provide ongoing management and operation of the Daly City Community Service Center is consistent with the best practice of focusing the City's limited resources on our core services. Non-profits such as the Daly City Partnership offer a more cost effective and efficient solution for providing human services to our community. Thus, it is recommended that the City Council authorize the City Manager to execute an agreement between the City of Daly City and the Daly City Partnership to manage and operate the Community Services Center in an amount not to exceed $94,354.00, which includes $7,550 in CBDG offset funds, generated through a grant proposal submitted by the Daly City Partnership in January of 2016, and an additional $6,000 in support from the City Manager's budget allocation. The term of the agreement will be for a six month period beginning July 1, 2016 through December 31, 2016 in order to align with the agreement the City has with the County's Human Services Agency.

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

Respectfully submitted,

Julie Thuy Underwood
Assistant City Manager

Patricia E. Martel
City Manager

Attachments: Daly City Peninsula Partnership Collaborative Partnership Budget (Exhibit A)
Outline of In-Kind Service Provided by the City of Daly City (Exhibit B)

Daly City Community Service Center - Budget 2016-2017

code	Income Source						Status or Change		Amount	City Budget
3602	County Core Agency Contract SMC Grant							secured	161,000.00	
	City of Daly City -Seed Support					Seed Money:		unsecured	6,000.00	
	CBDG Grant							unsecured	incl above	
	City of Colma - Contribution							unsecured	10,000.00	
	Fundraising , Grants							unsecured	2,000.00	Expenses
	Total Projected Income for 2016-17								**179,000.00**	Last Year
	DCPPC - DCCSC Expense					CA-SUI	SS-Medicare	Wrkrs' Comp		2014-15
	Staff or Item Description	Hourly	Bi Weekly	Annually	Benefits	0.0623	0.078	0.0068	Actual Cost	
	Case Worker #1 FT	21.82	1,745.60	45,385.60	4,620.00	2,827.52	3,540.08	308.62	56,681.82	161822
	Case Worker #2 - FT	21.82	1,745.60	45,385.60	4,620.30	2,827.52	3,540.08	308.62	56,682.12	40726
	Program Director - .12 FTE	43.74	174.96	9,097.92		566.80	709.64	61.87	10,436.22	40654
	Shared Program Manager (DR)	30.43	486.88	12,658.88		788.65	987.39	86.08	14,521.00	3089
7 mos	Reception-Office Admin.Assist.	16.08	1,125.60	29,265.60		1,823.25	2,282.72	199.01	33,570.57	2346
16	Salaries and Benefits								**171,891.74**	**248,637**
4208	Telephone Service Charge				In-Kind : City of Daly City				0.00	2156
4209	Mileage (to county meetings, bus pass pick-up)								500.00	250
4212	Communications				In Kind: City of Daly City				0.00	944
4217	Equipment Maintenace Contract							eliminate	0.00	130
4219	Professional Services							eliminate	0.00	141870
4223	Information Services Charges				In Kind: City of Daly City				0.00	20278
4224	Bldg Maintenance Svc Charges				In Kind: City of Daly City				0.00	21586
4226	Mail / Messenger Svc Charges							eliminate	0.00	2432
4227	Copier Services				Non City Vendor			reduce	1,000.00	1077
4230	Office Supplies / Expense								1,000.00	1730
4233	Postage / Mailing								500.00	488
	Accounting and Payroll Expense								2,000.00	0
	Other Miscellaneous Expense / Indirect Costs (Liability Insurance, Marketing)									0
	Total Direct Expenses for 2016-17								**176,891.74**	***441,578***
	SAVINGS to the City of Daly City:									***264,686***
	IN- Kind Support of the Cente	Hourly	X bi-wkly	Annually	Benefits	0.0623	0.078	0.0068	in-kind value	
	Volunteer Support of Facility	24.95	199.60	4,790.40	0.00	298.44	373.65	32.57	5,495.07	
	Rent In-Kind Value				7500 square feet X 2.50 X 12				225,000.00	
	Building Maintenance								20,000.00	
	DCP Staff or Item Description	Hourly	X bi-wkly hr	Annually	Benefits	0.0623	0.078	0.0068		
	H.S.A. Program Managers	40.00	160.00	4160.00	0.00	259.17	324.48	28.29	4,771.94	
	marketing, communications,									
	DCP Executive Director	41.65	833.00	21658.00	800.00	1349.29	1689.32	147.27	25,643.89	
	Oversite, Fund Development, Reporting, Unbilled hours									
	DCP Office Administrator	22.76	364.16	9468.16	400.00	589.87	738.52	64.38	11,260.93	
	data entry, accounting, payroll etc.									
	In Kind Office Supplies								5,000.00	
	Indirect Operating Costs								5,000.00	
	Total Matching In-Kind Support Each Year								**302,171.82**	

Exhibit B

Agreement with the City of Daly City and the Daly City Partnership (DCP)
Outline of In-Kind-Services Provided by the City of Daly City
July 1, 2016-December 31, 2016

The following are the in-kind services and support the City of Daly City will provide to the Daly City Partnership in exchange for DCP's management and operation of the City's Community Service Center, which serves as one of the eight Core Service Agencies for the Human Services Agency of San Mateo County:

- Office space located at 350 90th Street, Daly City (4,700 square feet)
- Building maintenance service includes emergency repairs and does not include major tenant improvements and remodels – DCP will transition to an outside service provider for custodial service and associated cleaning/paper products
- Office furniture including, but not limited to, office desks and cabinets, cubicle furniture, chairs, conference room and waiting area furniture, bookcases, filing and storage cabinets, form/magazine racks, carts (4) – ongoing repair, maintenance, relocation, and replacement is the responsibility of DCP
- Computer equipment including, but not limited to, desktop computers (6), laser and color printers (2), typewriters (2), fax machine (1), scanner (1), phone headset (1) – ongoing repair, maintenance, and replacement is the responsibility of DCP
- Kitchen appliances including refrigerator, freezers (2), microwave, and small appliances – ongoing repair, maintenance, and replacement is the responsibility of DCP
- Office supplies and small office equipment – ongoing replacement is the responsibility of DCP
- Donations – an assortment of donated items for clients (e.g., clothes, toys, etc.)
- Utility charges, to include water, sewer, electric, and refuse collection for the above office space
- Telephone, Internet, copier services – DCP will transition to an outside service provider
    - Services are limited to staff who support the Community Service Center operation
    - There will be no access to the City's data network.

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Contract Amendment to the Three-Year Agreement Between the Human Services Agency of San Mateo County and the City of Daly City to Extend the Term of the Contract to December 31, 2016

Recommended Action

Staff recommends that the City Council authorize the City Manager to execute a contract amendment to the three-year agreement between the Human Services Agency of San Mateo County and the City of Daly City to extend the term of the contract by six months through December 31, 2016.

Background/ Discussion

The City entered into a three-year agreement with the Human Service Agency of San Mateo County for a total of $453,393, for a term beginning July 1, 2013 through June 30, 2016. The agreement funds crisis intervention, prevention and other related human services for residents of Daly City, Colma, and Broadmoor.

San Mateo County has provided support and financial commitment to the Community Service Center for nearly 40 years. Despite substantial cuts in human services funding at the state level, the County continues to make funding of eight countywide Core Service Agencies a priority. The three-year contract resulted from an extensive Safety Net Needs Assessment, requested and funded by the County Board of Supervisors. If not for the County's funding, it would be extremely financially challenging to fund the Community Service Center budget.

The attached amendment provides for a contract extension of six months through December 31, 2016 in the amount of $88,354. The driver for the contract extension is to provide more time for the County to develop a uniform funding methodology, evaluate contract terms, and develop a new scope of work. The contract amendment extends the contract and continues to keep the same scope of work as the existing contract (see Exhibit A).

The contract amendment also includes the planned Community Development Block Grant (CDBG) offset funds. Each Core agency will receive $7,550 in CDBG offset funds. The Daly City Partnership submitted an application on behalf of the Community Service Center to the Department of Housing in order to be eligible to receive the CDBG funding.

In addition, the modified contract includes language regarding the mandated use of the Clarity Human Services Secure Confidential and Private County System, which is required across all eight Core Service Agencies (see Exhibit F).

Fiscal Impact

The contract extension continues to provide funding for the Community Service Center and helps to offset the City's General Fund subsidy.

Summary/Conclusion

Staff recommends that the City Council authorize the City Manager to execute a contract amendment to the three-year agreement between the Human Services Agency of San Mateo County and the City of Daly City to extend the term of the contract by six months through December 31, 2016.

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

Respectfully submitted,

Julie Thuy Underwood
Assistant City Manager

Patricia E. Martel
City Manager

Attachments:
1) Amendment to the Agreement Between the County of San Mateo and City of Daly City- Daly City Community Service Center
2) Agreement Between the County of San Mateo and City of Daly City- Daly City Community Service Center

AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND
CITY OF DALY CITY – DALY CITY COMMUNITY SERVICE CENTER

THIS FOURTH AMENDMENT TO THE AGREEMENT, entered into this _____ day of June, 2016, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and CITY OF DALY CITY – DALY CITY COMMUNITY SERVICE CENTER**,** 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, on June 4, 2013, the parties entered into an agreement for emergency and support services for low-income San Mateo County residents who need assistance to meet their basic needs in an amount not to exceed $409,713 for the term of July 1, 2013 through June 30, 2016; and

WHEREAS, on April 4, 2014, the parties amended the agreement to add a Cost of Living Adjustment (COLA) of $10,243, effective January 1, 2014, for an amount not to exceed $419,956; and

WHEREAS, on May 5, 2015, the parties amended the agreement a second time to add Sustainability funding in the amount of $33,437 for FY 2014-15, for an amount not to exceed $453,393; and

WHEREAS, on March 6, 2016, the parties amended the agreement a third time to add a COLA for FY 2015-16 in the amount of $4,220 and Sustainability funding in the amount of $16,718 for FY 2015-16, for an amount not to exceed $474,332; and

WHEREAS, the parties wish to amend the Agreement a fourth time to extend existing services and the term of the agreement by six months through December 31, 2016, add $88,354 for an amount not to exceed $562,686, and update provisions regarding the Clarity System.

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

1. **Section 1 <u>Exhibits and Attachments</u>** of the agreement is amended to read as follows:

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

   Exhibits A (revised 11/2015) – Program/Project Description
   Exhibits B1 (revised 11/2015) – Method and Rate of Payments
   B2 – Method and Rate of Payments
   Exhibit C – Contractor's Declaration Form
   Exhibit D – Program Monitoring
   Exhibit E – Performance Measures
   Exhibit F (revised 6/2016) – Clarity System
   Attachment I - §504 Compliance

2. **Section 2 <u>Services to be Performed by Contractor</u>** of the agreement is amended to read as follows:

   In consideration of the payments set forth herein and in Exhibits B1 (revised 11/2015) and B2, Contractor shall perform services for County in accordance with the terms, conditions and specifications set forth herein and in Exhibits A, D, E and F (revised 6/2016).

3. **Section 3 <u>Payments</u>** of the agreement is amended to read as follows:

   In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Exhibits A, D, E and F (revised 6/2016), County shall make payments to Contractor based on the rates and in the manner specified in Exhibit B1 (revised 11/2015) and Exhibit B2. 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 Sixty Two Thousand Six Hundred Eighty Six Dollars ($562,686)**.

4. The first sentence of **Section 4 <u>Term and Termination</u>** of the Agreement is amended as follows:

   Subject to compliance with all terms and conditions, the term of this Agreement shall be from July 1, 2013 through December 31, 2016.

5. **Exhibit B2,** attached hereto, is added to the agreement.

6. **Exhibit F (revised 6/2016)**, attached hereto, replaces Exhibit F in its entirety and is added to the agreement.

7. All other terms and conditions of the agreement dated June 4, 2013 and all subsequent amendments between the County and Contractor shall remain in full force and effect.

8. This amendment constitutes the entire understanding of the parties hereto with respect to matters herein and correctly states the rights, duties, and obligations of each party as of this document's date. Any understandings, promises, negotiations, or representations between the Parties not expressly stated in this document are not binding. All subsequent modifications of this amendment or the agreement shall not be effective unless set forth in a writing and executed by both parties.

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

COUNTY OF SAN MATEO

By**:**______________________________________
Purchasing Agent Signature
(Department Head or Authorized Designee)
County of San Mateo

Iliana Rodriguez
Purchasing Agent Name (please print)
(Department Head or Authorized Designee)
County of San Mateo

Director, Human Services Agency
Purchasing Agent or Authorized Designee Title (please print)

Date:______________________________________

Budget Unit: 7510P

____
Contractor Signature

Date:__________________________

Exhibit B2
City of Daly City –
Daly City Community Service Center
Method and Rate of Payment
July 1, 2016- December 31, 2016

In consideration of the services provided by Contractor and subject to the terms of the Agreement, the County shall pay contractor based on the following fee schedule and terms.

A. **Payment Schedule**

Payments to the Contractor from July 1, 2013 through June 30, 2016 total $474,332.

General Funds

All payments of general funds to Contractor for the term of July 1, 2016 through December 31, 2016 shall not exceed $80,804. Contractor shall invoice County quarterly.

The invoice for the first quarter (July 1, 2016 through September 30, 2016) is due no later than July 31, 2016. This will serve as the first quarterly payment and will be considered an advance. Contractor will invoice for the second quarter (October 1, 2016 through December 31, 2016) no later than January 20, 2017.

In the event that this contract is terminated prior to December 31, 2016, Contractor will be paid a pro-rated amount based on the number of days Contractor has provided services in the quarter as stated in a letter from the County.

General Fund Offset Funds

The General Fund offset funds are administered via the process established between the Department of Housing and the Human Services Agency in response to Contractor's application for Community Development Block Grant (CDBG) funds and in lieu of CDBG funding. In no event shall the funds exceed $7,550 for July 1 through December 31, 2016. This amount is based on the anticipated CDBG allocation as determined by the Department of Housing and is contingent upon allocation and availability of CDBG funding. Invoice is due no later than July 31, 2016.

Total

The total obligation during July 1, 2016 through December 31, 2016 shall not exceed $88,354.

Funding Source	Amount During July-December 2016
General Funds	$80,804
General Fund Offset	$7,550
Total	$88,354

Total Agreement Obligation

The total Agreement obligation shall not exceed $562,686.

B. <u>Reporting:</u>

Reports are a requirement of this Agreement and are due quarterly. Delays in submitting reports will delay payments of any outstanding invoices to Contractor.

Each quarterly report must include the following:

- Client services delivered (Clarity Performance Measurement Report).
- Brief narrative describing highlights and challenges.
- Detailed expense report
- Brief report of any additional funding sources/revenue the agency has secured as well as any decrease in revenue.

<u>Submission of Invoices and Reports:</u>

Payment	Invoice Due	Reporting Due
Quarter 1 General Funds	July 31, 2016	October 20, 2016
General Fund Offset	July 31, 2016	October 20, 2016
Quarter 2 General Funds	January 20, 2017	Narrative report due: January 20, 2017 Expense reporting due: April 20, 2017

All invoices and reports shall be submitted by email to Beth Falls at bfalls@smcgov.org. Contractor shall submit invoices for approval as indicated in the payment section of Exhibit B2. County shall pay invoices within 30 working days following receipt of invoices.

COUNTY OF SAN MATEO
HUMAN SERVICES AGENCY

Exhibit F (Revised 6/2016)

Clarity Human Services Secure Confidential and Private County System

Usage and Data Sharing for the Core Service Agencies and Homeless Service Providers

(Revised 6/2016)

Background

Core Service Agencies

The San Mateo County Human Services Agency (HSA) contracts with eight Core Service Agencies in San Mateo County (the County) to work in tandem to provide basic emergency and support services to County residents who live in poverty.

Since 1999, the Core Service Agencies have used a flat Access database to record and track the services they provide. This Access database was a standalone database within each Core Service Agency. One Core Service Agency utilized the Efforts to Outcomes system to capture client data. One challenge in using these tools was that each Core Service Agency calculated performance results, and therefore community needs, differently. The County and other funders need accurate, unduplicated, synthesized data in order to evaluate and understand safety net needs. To achieve this, the County has implemented a new, Secure, Private, Client Centric and Centralized system by Bit Focus (the vendor), called Clarity Human Services (Clarity). Clarity went live on July 1, 2014. Set-up costs and subscriber licenses for 2 years were paid for with the Measure A funding.

Homeless Service Providers

Since 2005, HSA has administered the HOPE (Housing Our People Effectively) web based system, serving as the County's Homeless Management Information System (HMIS), which records, stores, and aggregates information regarding the County's homeless population. Currently there are approximately 200 active users on the HMIS. They include county staff, trusted contracted providers of homeless, housing, and behavioral health and recovery services.

On May 1, 2014, three federal agencies, (Department of Housing and Urban Development (HUD), the Department of Health and Human Services (HHS) and the Department of Veterans Affairs (VA)), jointly released the 2014 HMIS Data Dictionary and 2014 HMIS

Data Manual. These materials updated the HMIS Data Standards, which provide for standardized data collection on homeless individuals and families across systems and communities. Compliance with the new data standards must occur by October 2014.

In order to ensure compliance with these new requirements, HSA amended its contract with BitFocus to expand its current Core Agencies secure user base to include providers of homeless prevention services. The go live date for the HMIS users onto the Clarity Human Services system is November 17, 2014.

The County will use the Clarity Human Services Secure Confidential and Private County System across all Core Agencies and the HMIS agencies. This strategy optimizes the utilization of tax payer funds by providing a secure client-centric system with its mission as service to needy clients, protecting clients' privacy, improving and measuring outcome across the Continuum of Care.

<u>Commitment to Data Entry</u>

The Core Service Agencies and Homeless Service Providers agree to timely enter into the Clarity's secure system accurate data about the clients to whom they provide safety net services pursuant to their contracts with the County. Timely entry of this data is crucial to the Core Agency/Homeless Service Providers' ability to refer clients to other providers, report accurate performance measures and to capture data on community need.

All Core Service Agencies have access to the same Performance Measurement Report in their Clarity Report Libraries.

The HSA team will run the same Performance Measurement Reports each quarter.

Core Service Agencies must be prepared to have their performance reports run two weeks after the end of the quarter in the fiscal year. This will provide the opportunity to review and validate data being reported in the Clarity system prior to County reporting.

It should be noted that the County may run reports on the aggregate data for the individual and Core Agency Network at any time.

All reports in Clarity Report library are ready to run. The users will click each report to run.

In addition, the Clarity Report Libraries allow each agency to run reports for their own agency's operations and reports to meet their internal reporting needs.

Reports for Homeless Service Providers that are HUD-based will be reviewed and confirmed with the HMIS workgroup.

Method of Data Transfer

Bit Focus, the vendor, has established specific safeguards to assure the confidentiality and security of individually identifiable client records. Identifiable records are encrypted and transferred electronically through the Internet.

Confidentiality of Client Data

Core Service Agencies and Homeless Service Providers will establish appropriate administrative, technical, and physical safeguards to protect the confidentiality of the data and to prevent unauthorized use or access to it.

The data input into Clarity shall not be disclosed, released, revealed, showed, sold, rented, leased loaned, or otherwise have access granted to it except by the minimum number of individuals necessary to achieve the provision of homeless and safety net services or for the analysis of the data to show performance measurements, including that of contract compliance.

Summary results can be shared. Summary results are those items which cannot be used to identify an individual. Data that contains identifying information will be accessible and shared on a need-to-know basis only, and only to the extent permitted by applicable law. HSA may receive summary results in the context of contract monitoring and the validation of performance measurements and other Clarity reports.

To authorize the parties to this Agreement to share individually-identifiable client information, clients who are entered into the system must sign a Client Consent Form that will be kept with their records in Clarity. However, if a client refuses to sign a release, services will not be denied. The release must let the client know that partner agencies in San Mateo County will have access on a need-to-know basis to their records in the secure system.

Agencies Entering and Accessing Data in Clarity

CORE SERVICE AGENCIES	HOMELESS SERVICE
• Coastside Hope • Daly City Community Services Center • Fair Oaks Community Center • Puente de la Costa Sur • Tides/Pacifica Resource Center • Samaritan House • El Concilio of San Mateo County • YMCA Community Resource Center	• Abode Services • StarVista • San Mateo County Human Services Agency • Housing Authority of the County Of San Mateo • San Mateo County Department of Housing • San Mateo County Health System, Behavioral Health And Recovery Services • Home and Hope • LifeMoves (formerly known as InnVision Shelter Network) • Mental Health Association of San Mateo County • Next Step Center, Veterans Resource Center of America • Project WeHOPE • Samaritan House • Service League Of San Mateo County

Efforts are made to keep this list current, however there may be Core Service Agencies and/or homeless service providers that begin to participate in the data system in the future.

System Costs

Data is entered and accessed by Core Service Agency and Homeless Service Provider staff. Licenses have been provided at the County's expense for the purpose of go-live. Post go-live, if additional licenses are needed by a Core Service Agency or Homeless Service Provider; those licenses must be purchased at the expense of the Requesting Agency.

All new staff requiring Clarity licenses must complete the on-line training.

An estimate will be provided to the requesting agency/organization for cost related to on-line training, along with cost of the licenses.

A comprehensive audit trail is available in Clarity that shows individual user activity as well as the lack of activity. If any license goes unused for more than 90 days, that license will be reassigned to an agency that has an active user. The Requesting Agency will be notified prior to deactivation of the license and the agency will have 5 business days to respond with a request if the license is to be continued.

All agencies Change Requests (CR) will be evaluated by an HSA Change Control Committee. Payment shall be made by the requesting agency to HSA for the cost of all Change Requests (CRs) unique to that agency and for non-core or non-HMIS standard programs.

User Support

If a Core Service Agency or Homeless Service Provider experiences any technical difficulty with the system, they will follow the official Support Document and its process. If an authorized user separates from employment with a Core Service Agency or Homeless Service Provider, notification must be made via a support ticket to the HSA Services desk as per the support process. The ticket shall request termination of the user's rights within 24 hours of an employee leaving employment to terminate access to the Clarity account. The license will be held for the agency for 90 days, and if not reassigned by that agency, will be reassigned to an agency that has an active user. The Requesting Agency will be notified prior to deactivation of the license and the agency will have 5 business days to respond with a request if the license is to be continued.

If a new program is introduced by the County and the County contracts with the Core Service Agencies and Homeless Service Providers to provide additional services, that program, its eligibility criteria and performance reporting will be added to the Clarity system by filing a Change Request and submitting that to the HSA Service Desk.

Contractor/Service Provider Agreement

The County Core Service Agencies and SMC Homeless Service Providers are now a cohesive client- centric, unified, secure and private network with the joint mission of serving San Mateo County residents who are in need of safety net and shelter services.

The County's secure and private network will be used for accessing the Clarity system. A Master Client List, a Master Program and Services List, and unified business architecture enable the same client to obtain services and shelter anywhere in the County. This will allow clients to be referred between Core Service Agencies and County shelters and it will eliminate the need for a client to repeat his or her credentials and circumstances between agencies that are part of this Agreement.

The Core Service Agencies and County Homeless Service Providers agree to train their staff and to establish internal processes and procedures to ensure all staff and volunteers safeguard clients' confidentiality and privacy. It is understood that accessing the Clarity's secure, private and confidential network is for the sole purpose of serving clients. All authorized individuals accessing the Clarity network of Core Service Agencies and Shelters must have a legitimate business reason when searching and accessing information. All activity is logged and monitored and participating agencies understand and agree that this audit trail can be viewed at any time by authorized County personnel.

Unreasonable and unwarranted access unrelated to a legitimate business purpose by staff or volunteers by a Core Service Agency or Homeless Service Provider violates the trust of the contracted partner agencies. Such activities will not be tolerated and may result in revocation of access rights and reports to management and the County. Such violations may also be referred to the District Attorney for investigation into possible criminal charges.

AGREEMENT BETWEEN
THE
COUNTY OF SAN MATEO
AND
CITY OF DALY CITY – DALY CITY COMMUNITY SERVICE CENTER

THIS AGREEMENT, entered into this 4th day of June, 2013,

by and between the COUNTY OF SAN MATEO, hereinafter called "County," and CITY OF DALY CITY – DALY CITY COMMUNITY SERVICE CENTER, 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 Core Services.

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—Program/Project Description
Exhibit B—Method and Rate of Payment
Exhibit C—Contractor's Declaration Form
Exhibit D—Program Monitoring
Exhibit E—Outcome Based Management (OBM) Initiative
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."

oc: City Clerk
cc: CM's Files ✓

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 Four Hundred Nine Thousand Seven Hundred Thirteen Dollars, ($409,713).

4. Term and Termination

Subject to compliance with all terms and conditions, the term of this Agreement shall be from July 1, 2013 through June 30, 2016.

This Agreement may be terminated by Contractor, the Director of the Human Services Agency 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.

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 insurance and to obtain such approval. The Contractor shall furnish the County 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 County 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 I 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 $1,000,000
(c) Professional Liability $1,000,000

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, including, but not limited to, Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended, 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. Further, Contractor certifies that the Contractor and all of its subcontractors will adhere to all applicable provisions of Chapter 4.106 of the San Mateo County Ordinance Code, which regulates the use of disposable food service ware.

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 Contractor 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.

12. <u>Compliance with Contractor Employee Jury Service Ordinance</u>
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.

13. 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.

14. 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. In the event that any term, condition, provision, requirement or specification set forth in this body of the agreement conflicts with or is inconsistent with any term, condition, provision, requirement or specification in any exhibit and/or attachment to this agreement, the provisions of this body of the agreement shall prevail. 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.

15. Controlling Law and Venue

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. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or the United States District Court for the Northern District of California.

16. Notices

Any notice, request, demand, or other communication required or permitted hereunder shall be deemed to be properly given when both (1) transmitted via facsimile to the telephone number listed below and (2) either deposited in the United Sates mail, postage prepaid, or when deposited for overnight delivery with an established overnight courier that provides a tracking number showing confirmation of receipt for transmittal, charges prepaid, addressed to:

In the case of County, to:
County of San Mateo Human Services Agency
Carine Verdusco, Analyst
472 Harbor Boulevard, Building C
Belmont, CA 94002
FAX: (650) 596-3478

In the case of Contractor, to:
City of Daly City – Daly City Community Service Center
Patricia E. Martel, City Manager
350 90^{th} Street – 1^{st} Floor
Daly City, CA 94015
FAX: (650) 991-8227

In the event that the facsimile transmission is not possible, notice shall be given both by United States mail and an overnight courier as outlined above.

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

COUNTY OF SAN MATEO

By: ______________________

President, Board of Supervisors, San Mateo County

Date: 6/4/2013

ATTEST:

By: ______________________

Clerk of Said Board

CITY OF DALY CITY – DALY CITY COMMUNITY SERVICE CENTER
Patricia E. Martel, City Manager
350 90th Street – 1st Floor
Daly City, CA 94015

Patricia E. Martel

Contractor's Signature

Date: 5/14/2013

Long Form Agreement/Non Business Associate v 8/19/08

Exhibit A
Program/Project Description

City of Daly City - Daly City Community Center
Core Services FY 2013-2016

In consideration of payments provided for in this Agreement, Contractor shall, under the general direction of the Director of the Human Services Agency, or her authorized representatives, provide services as described below:

1. <u>CLIENTS TO BE SERVED:</u> Low-income families, single parents, seniors, disabled and individuals needing assistance in meeting basic human needs relating to housing, food, shelter, clothing, financial support, energy assistance, advocacy, case management counseling, and follow-up. Low-income families and individuals needing help in assessing appropriate resources to meet their needs including education, employment, health, child care and legal assistance. Services will be provided in English and Spanish.

2. <u>CLIENT SERVICES:</u> Contractor will provide safety net services to seven hundred twenty (720) unduplicated individuals and families per year for the term of this Agreement in the following service areas: Broadmoor, Colma, and Daly City.

On a quarterly basis Contractor will report the actual number of unduplicated individuals provided services in the following categories: Emergency Material Assistance, Emergency Shelter Services, and Case Management required in order to provide the preceding two services.

Definitions for and additional information regarding each category set forth below are located in the Core Services Procedure Manual, Section 15 Glossary, page 318. Contractor and County agree that the definitions set forth in the Glossary of the Core Services Manual are incorporated by reference as it is fully set forth in this Agreement. The Contractor will provide the following services, supporting activities and related information from July 1, 2013 through June 30, 2016.

A. **Contacts** with residents of the County by phone, walk-in or outreach.
B. Comprehensive **Needs Assessments.**
C. **Emergency Material Assistance** (food, clothing, shelter, infant needs and transportation) based on a comprehensive Needs Assessment that identifies need.
D. **Emergency Shelter Services.**
E. **Crisis Intervention.**
F. Provision of technical assistance services including **translation or interpretation services, forms completion and letter writing.**
G. **Information and Referral** to appropriate social service programs for English and non-English speakers.
H. **Employment Assistance** including referral to employment or job training programs.
I. **Advocacy Services.**
J. **Financial Evaluation** for individuals who are applying for contractor's programs and/or screening for other financial aid programs offered to residents of this County.

K. **Follow-up Services** of case intakes.
L. **Housing Services** to families through the Season of Sharing Housing Assistance Fund, Housing Industry Fund, and other housing assistance programs.

3. **EFFECTS OF SERVICE:** Services will allow County residents in crisis to stabilize their situation over the short-term and to receive assistance in working towards long-term solutions to emergency situations.

4. **OUTCOMES:** On a quarterly basis Contractor will collect and report data to County outcomes of various program activities, and will continue to work with the Human Services Agency (HSA) staff to refine outcome measures.

A. Emergency Services - For Emergency Assistance including: clothing, food, shelter vouchers and transportation, delivery of the service itself will be the outcome. The estimated outcome for the FY 2013-16 will be seven hundred twenty (720) emergency services delivered per year.

B. Homelessness Prevention - All Rental Assistance and move-in costs paid will be tracked. A follow-up, six months after the assistance ends, will be completed to determine housing status. Clients should be informed of follow-up at the time of assistance and three stable contact phone numbers of those likely to know client's whereabouts will be collected. The estimated outcome of the number of eligible households provided rental assistance will be 100 per year and the percentage of known clients still housed after six (6) months will be seventy (70%).

5. **OTHER CONTRACTOR RESPONSIBILITIES**

A. The Contractor will provide a written policy to HSA for review, pursuant to which recipients of service will have the opportunity to express and have considered their views, grievances, and complaints regarding the delivery of services.

B. The Contractor agrees to report to HSA on a quarterly basis its services and activities under this contract, and to accept appropriately referred clients from the County for its contract services as part of their client base.

C. The Contractor will establish written procedures and provide then to HSA for review, to ensure that all Contractor employees, volunteers, consultants, subcontractors, or agents performing services under this Agreement report child abuse or neglect to a child protective agency defined in Penal Code Section 11165(k).

D. The Contractor will provide HSA with a current budget which clearly states the total agency budget. In addition, the Contractor will maintain all pertinent records and data collection forms that reflect activities listed in this contract for a period of three (3) years. The Contractor will notify HSA within five days of any changes to the agency budget or financial statements (*Non profit Contractors will include any changes in board composition or board meeting schedules*).

E. Contractor will develop and maintain an agency written policy on confidentiality and Contractor will assure that staff is trained and follows the policy.

F. Contractor will enter or supply client data in the Homeless Management Information System (HMIS/HOPE) as requested by HSA.

6. SERVICE INTEGRATION: Contractor and a designated HSA representative will coordinate service delivery so that clients receive timely and accurate services. Contractor will coordinate training to insure that its staff is knowledgeable and up to date on the services provided by HSA, other community agencies and the current needs experienced in the community.

A. Intake: Contractor shall use a standard form for intake. After addressing any emergency needs, if Contractor identifies a client as being eligible for CalWORKs or other HSA services, that client will be referred to HSA staff for further assistance. If further Core services are needed, HSA staff will refer the client back to Contractor. If the client is not eligible for HSA services, then the client remains with Contractor for services.

B. Release of Information: A signed client consent to services and release of information between the Contractor and HSA will be obtained. Feedback on referrals will be timely.

7. WORKING RELATIONSHIP: Contractor will participate in decision-making on issues that impact Contractor's obligations under this Agreement. HSA encourages communication between HSA and Contractor staff. Contractor will meet Quarterly with the HSA Regional Program Manager to coordinate programs and to develop and monitor Contractor's progress.

A. Education and Training: Contractor's staff will participate in training provided by HSA as necessary to improve coordination and delivery of services.

B. Evaluation: HSA and Contractor will develop appropriate measures to assess the outcome of services.

Exhibit B
Method and Rate of Payment

City of Daly City – Daly City Community Center
Core Services 2013-16

In full consideration of the services provided by the Contractor pursuant to this Agreement, the County shall pay the Contractor a quarterly amount not to exceed $34,142.75 upon receipt and approval of invoice. The Contractor shall submit invoices within 30 days of the end of the service month and the County shall pay the invoices within 20 working days following receipt of invoice and required reports as shown below. The total amount shall not exceed $136,571.00 per Fiscal Year.

In any event the total amount of the Agreement for FY 2013-16 shall not exceed $409,713.00.

County may terminate this Agreement or a portion of the services referred to in Exhibit A, based upon availability of federal, state, or County funds by providing a thirty (30) day written notice to Contractor. The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable.

All Quarterly Reports and Invoices are to be submitted to the San Mateo County Human Services Agency Center on Homelessness, Carine Verdusco, 472 Harbor Boulevard, Building C, Belmont, CA, 94002. Phone: (650) 802-7656.

Required Reports to process invoices:

Quarterly Reports must contain the following information:	
•	Client services delivered
•	Documentation of successfully funded commitments of new or increased revenues for the Fiscal Years 2013-16
•	County OBM Outcomes Based Management Report
•	Contract Service Report

Exhibit C
County of San Mateo
Contractor's Declaration Form

I. CONTRACTOR INFORMATION

Contractor Name:	City of Daly City – Daly City Community Center	Phone:	(650) 991-8007
Contact Person:	Wanda Nalls, Executive Director	Fax:	(650) 991-8227
Address:	350 90th Street – 1st Floor – Daly City, CA 94015	Number of employees:	

II. EQUAL BENEFITS (check one or more boxes)

Contractors with contracts in excess of $5,000 must treat spouses and domestic partners equally as to employee benefits.

- [X] Contractor complies with the County's Equal Benefits Ordinance by:
  - [ ] offering equal benefits to employees with spouses and employees with domestic partners.
  - [ ] offering a cash equivalent payment to eligible employees in lieu of equal benefits.
- [ ] Contractor does not comply with the County's Equal Benefits Ordinance.
- [ ] Contractor is exempt from this requirement because:
  - [ ] Contractor has no employees, does not provide benefits to employees' spouses, or the contract is for $5,000 or less.
  - [ ] Contractor is a party to a collective bargaining agreement that began on _____ (date) and expires on _____ (date), and intends to offer equal benefits when said agreement expires.

III. NON-DISCRIMINATION (check appropriate box)

- [ ] Finding(s) of discrimination have been issued against Contractor within the past year by the Equal Employment Opportunity Commission, Fair Employment and Housing Commission, or other investigative entity. Please see attached sheet of paper explaining the outcome(s) or remedy for the discrimination.
- [X] No finding of discrimination has been issued in the past year against the Contractor by the Equal Employment Opportunity Commission, Fair Employment and Housing Commission, or any other entity.

IV. EMPLOYEE JURY SERVICE (check one or more boxes)

Contractors with original or amended contracts in excess of $100,000 must have and adhere to a written policy that provides its employees living in San Mateo County up to five days regular pay for actual jury service in the County.

- [X] Contractor complies with the County's Employee Jury Service Ordinance.
- [ ] Contractor does not comply with the County's Employee Jury Service Ordinance.
- [ ] Contractor is exempt from this requirement because:
  - [ ] the contract is for $100,000 or less.
  - [ ] Contractor is a party to a collective bargaining agreement that began on _____ (date) and expires on _____ (date), and intends to comply when the collective bargaining agreement expires.
  - [ ] Contractor has no employees.
  - [ ] Contractor has no employees who live in San Mateo County.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind this entity contractually.

Patricia E. Martel
Signature

Patricia E. Martel
Name

5/14/2013
Date

City Manager
Title

Exhibit D
Program Monitoring

City of Daly City – Daly City Community Service Center
Core Services FY 2013-16

Contractor will provide to County on demand, all requested income and demographic data about the recipients of services under this Agreement. This data may include race, family size, income, sex and handicap status, if any, of the head of household.

Contractor will participate in regular meetings with HSA-designated staff to develop and monitor Contractor's progress by providing to HSA monthly financial statements and other required information.

Contractor will provide County with an Annual Audit Report. The Audit report must include a statement of compliance with OMB Circular A -133 "Audits of States", Local Governments and Non-Profit Organizations".

Exhibit E
Outcome Based Management Initiative

City of Daly City – Daly City Community Service Center
Core Services
FY 2013-16

Responsibilities relating to the County's OBM Initiative:

Contractor Responsibilities

Contractor will engage in activities and supply information required to implement the County's Outcome-Based Management and Budgeting (OBM) initiative. Activities include, but are not limited to:

- Attending planning and informational meetings;
- Developing program performance and outcome measurements;
- Collecting and submitting data necessary to fulfill measurement requirements;
- Participating in technical assistance and training events offered by the Human Services Agency and seeking technical assistance and training necessary to fulfill measurement requirements;
- Participating in a review of performance and outcome information; and
- Complying with OBM Implementation Guidelines as specified in memos released by the Human Services Agency.
- Contractor will participate in HOPE (Housing Our People Effectively) activities as mutually agreed upon. HOPE is a ten-year action plan that brings together the business, nonprofit, and public sector communities to address the challenging issue of homelessness at its core, rather than manage it at the margins.

County Responsibilities

County, through the Human Services Agency, will

- Provide technical assistance and support to assist Contractor's implementation of the County's Outcome-Based Management and Budgeting (OBM) initiative;
- Issue and review OBM Implementation Guidelines; and
- Conduct review of performance and outcome information.

ATTACHMENT I

Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, as Amended

The undersigned (hereinafter called the "Contractor(s)") hereby agrees that it will comply with Section 504 of the Rehabilitation Act of 1973, as amended, all requirements imposed by the applicable DHHS regulation, and all guidelines and interpretations issued pursuant thereto.

The Contractor(s) gives/give this assurance in consideration of for the purpose of obtaining contracts after the date of this assurance. The Contractor(s) recognizes/recognize and agrees/agree that contracts will be extended in reliance on the representations and agreements made in this assurance. This assurance is binding on the Contractor(s), its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Contractor(s).

The Contractor(s): (Check a or b)

- [x] a. Employs fewer than 15 persons. NA
- [ ] b. Employs 15 or more persons and, pursuant to section 84.7 (a) of the regulation (45 C.F.R. 84.7 (a), has designated the following person(s) to coordinate its efforts to comply with the DHHS regulation.

Name of 504 Person - Type or Print

City of Daly City - Comm. Svcs Ctr.

Name of Contractor(s) - Type or Print

350 - 90th St. 1st Fl

Street Address or P.O. Box

Daly City CA 94015

City, State, Zip Code

I certify that the above information is complete and correct to the best of my knowledge.

Patricia S. Martel

Signature

City Manager

Title of Authorized Official

5/14/2013

Date

*Exception: DHHS regulations state that:

"If a recipient with fewer than 15 employees finds that, after consultation with a disabled person seeking its services, there is no method of complying with (the facility accessibility regulations) other than making a significant alteration in its existing facilities, the recipient may, as an alternative, refer the handicapped person to other providers of those services that are accessible."

City Council Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: **Amend Traffic Regulations to: (1) Install 100-ft. commercial loading zone along the north side of John Daly Boulevard, west of Lake Merced Boulevard (TSR 16/71); (2) Install 15-ft. No Parking (red) zone on the west curb of St. Francis Boulevard, south of Serramonte Boulevard (TSR 16/84); (3) Install 12-ft. and 8-ft. red zones along the southeast corner of N. Mayfair Avenue and Oaklawn Drive (TSR 16/85); and (4) Extend the existing red zone on the north side of 92nd Street, west of Junipero Serra Boulevard, an additional 19 ft. in a westerly direction (16/86).**

<u>Recommended Action</u>

Recommend the City Council amend the City's traffic regulations as follows:

1. Install 100-ft. commercial loading zone along the north side of John Daly Boulevard, west of Lake Merced Boulevard, effective Monday through Saturday, 6 a.m. to 12 p.m. (16/71)
2. Install 15 ft. No Parking (red) zone on the west curb of St. Francis Boulevard, south of Serramonte Boulevard. (16/84)
3. Install 12-ft. and 8 ft. red zones along the east and south curbs, respectively, along the northwest corner of N. Mayfair Avenue and Oaklawn Drive. (16/85)
4. Extend the existing red zone on the north side of 92nd Street, west of Junipero Serra Boulevard, an additional 19 ft. in a westerly direction. (16/86)

<u>Background</u>

On June 13, 2016, the City's Traffic Safety Committee met and reviewed various requests for traffic improvements, signage and pavement markings, and recommended to the City Manager amending the aforementioned traffic regulations.

<u>Discussion</u>

The amendments to the traffic regulations are recommended for the following reasons:

1. The owners of Original Joe's requested a loading zone along John Daly Boulevard for delivery trucks to use instead of loading from the front parking lot. Deliveries can be made directly to their kitchen from a door on John Daly Boulevard. The loading zone is requested to prevent incidents between the delivery trucks and restaurant patrons.
2. The recommended red zone along the west side of St. Francis Boulevard, south of Serramonte Boulevard, on the southwest corner of St. Francis Boulevard and Serramonte Boulevard is needed to prevent vehicles from parking at the corner where there is an existing traffic island in the middle of St. Francis Boulevard. When vehicles park at the corner, the roadway width between the parked vehicle and the median island becomes too narrow for vehicles to travel through safely.

3. The recommended red zones are needed to prevent vehicles from parking perpendicular along North Mayfair Avenue next to the new Uber Support Center.
4. The recommended red zone extension is needed to increase sight distance for vehicles exiting the bank parking lot.

Fiscal Impact

Funding will be available for the proposed signs and/or markings in the Street Maintenance operating budget 01-314-330-4241 in Fiscal Year 2016-2017.

Summary/Conclusion

Recommend the City Council amend the aforementioned traffic regulations.

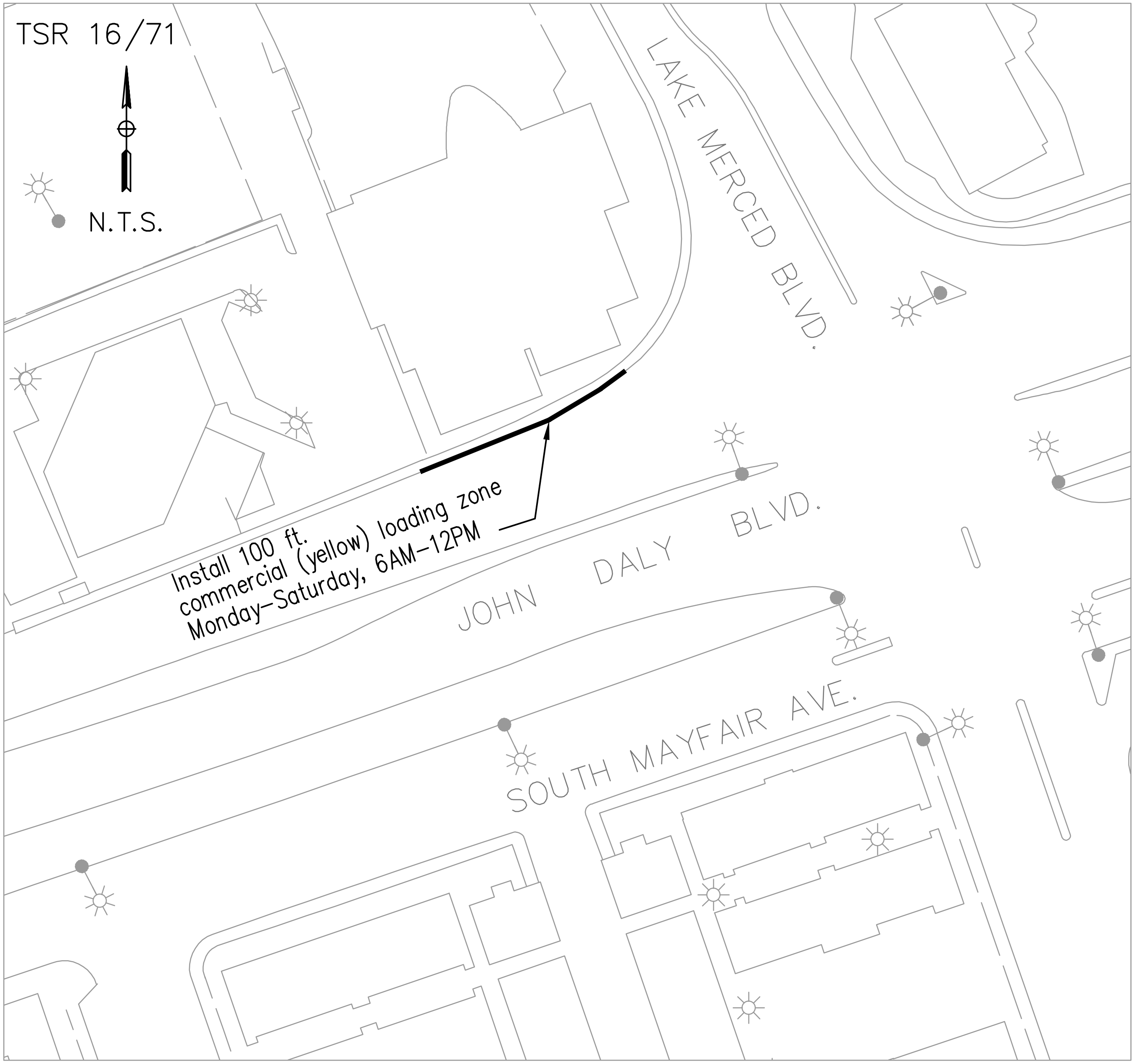
Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Shirley Chan
Traffic Engineer

John L. Fuller
Director of Public Works

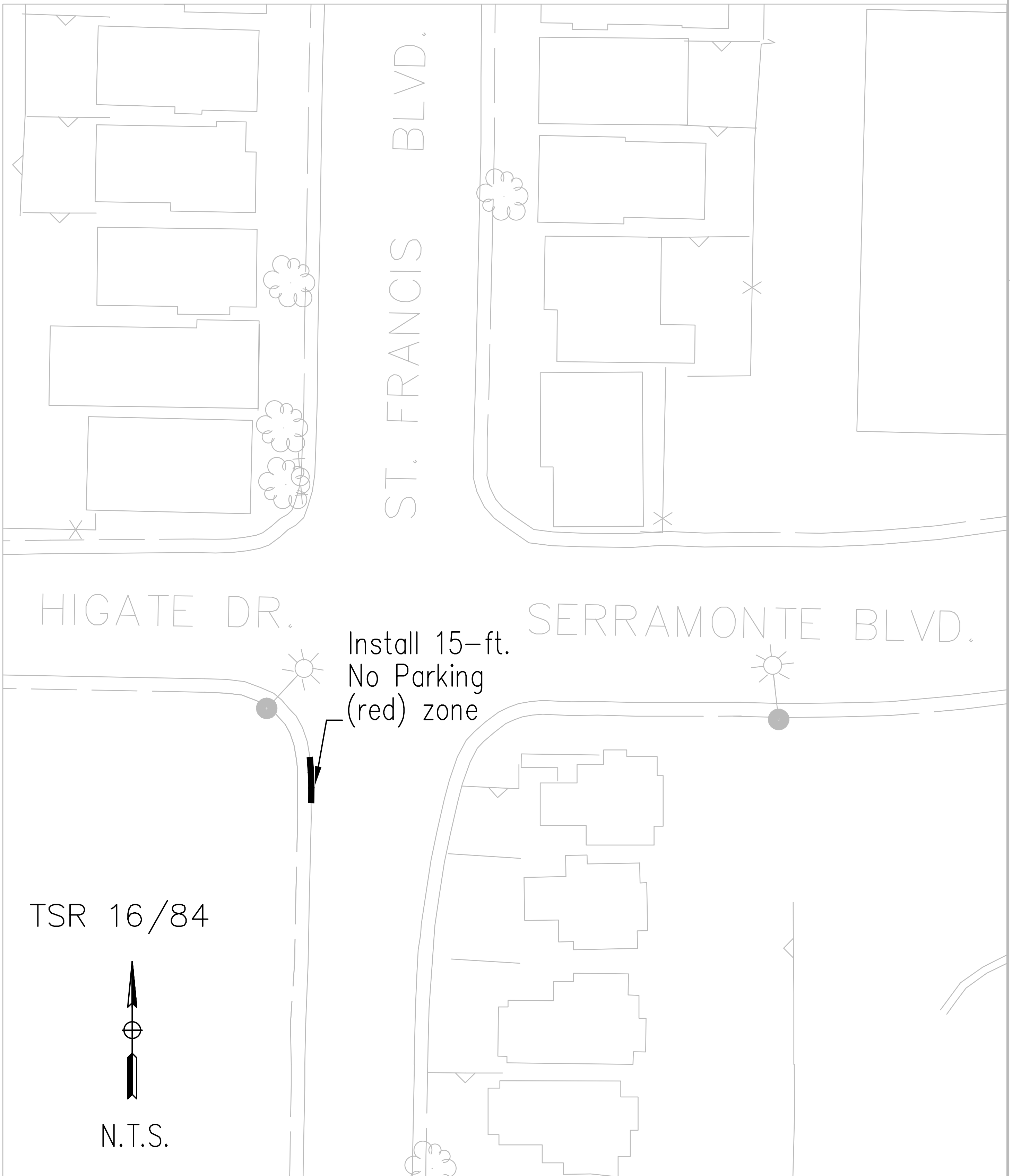
Attachment: Traffic Improvements Location Maps



THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS
John Daly Blvd.

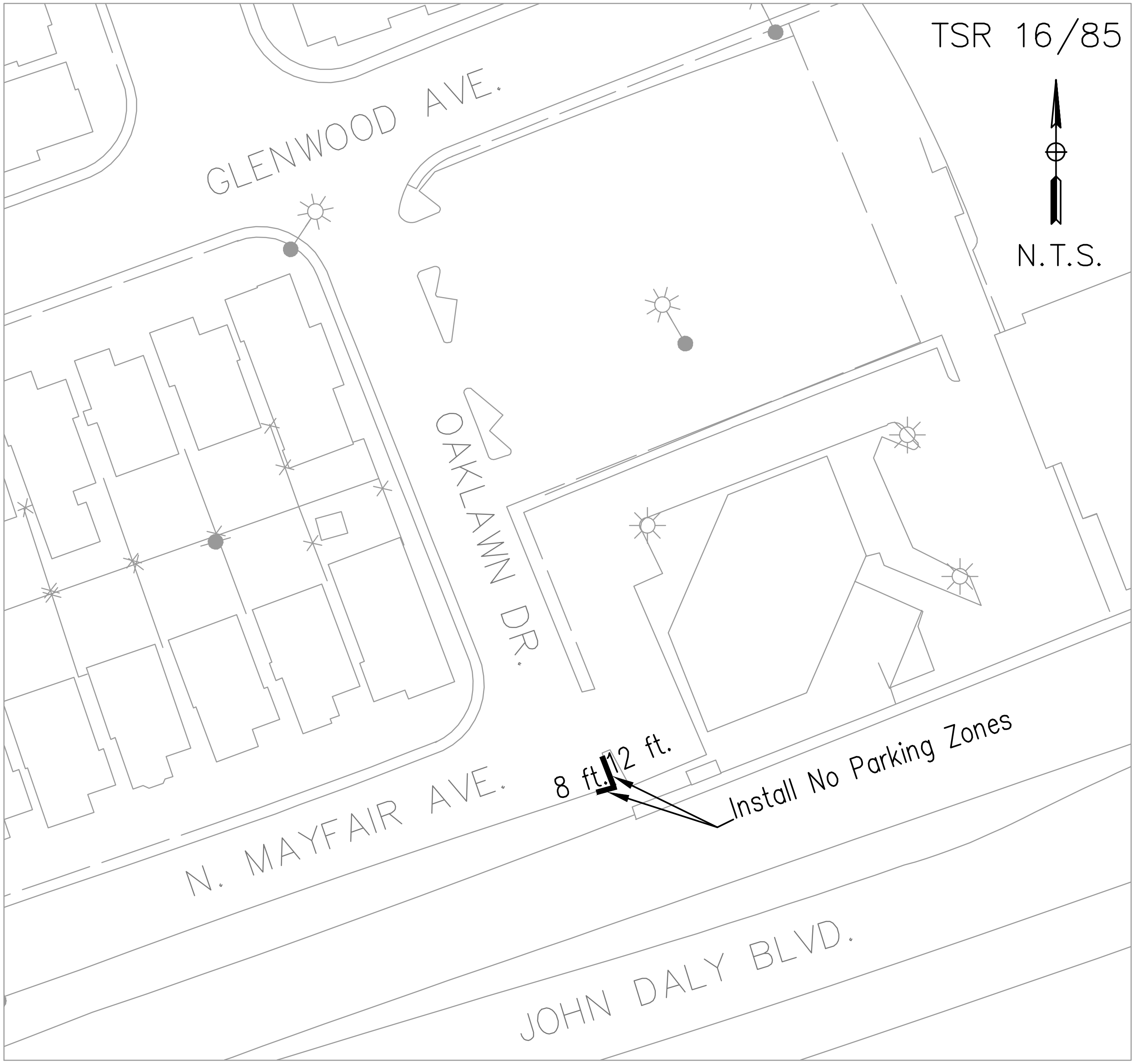
DRAWN SCY	DATE 06/16	APPROVED ______ CITY ENGINEER	
CHECKED JLF	SCALE NTS		
DESIGNED SCY	SURVEY NO.	SHEET NO. 1 OF 1	TSR 16-71 DRAWING NUMBER	REV.



THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS
St. Francis Blvd.

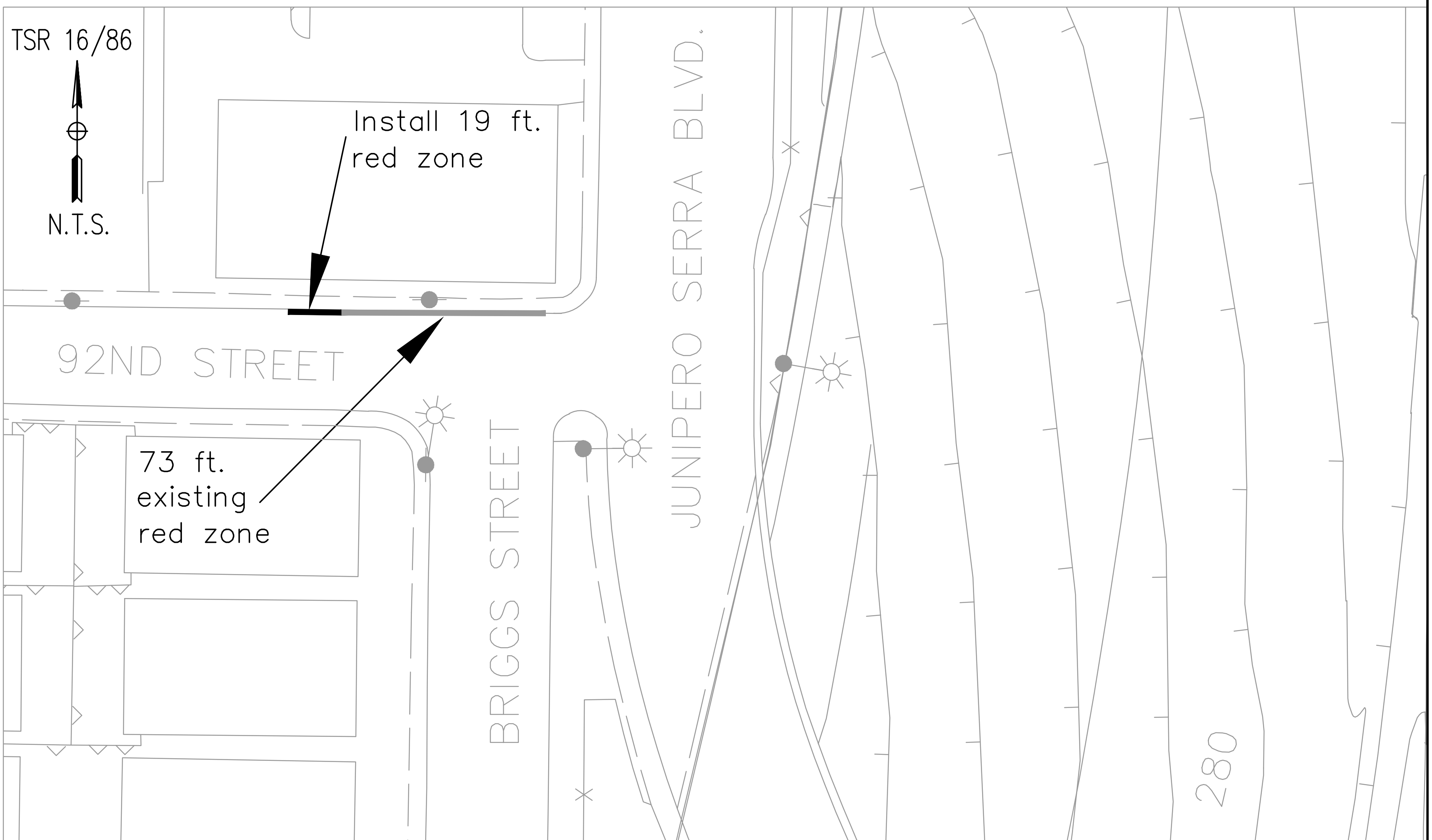
DRAWN SC	DATE 06/16	APPROVED ______ CITY ENGINEER	
CHECKED JLF	SCALE NTS	SHEET NO. 1 OF 1	TSR 16-84 DRAWING NUMBER
DESIGNED SC	SURVEY NO.		REV.



THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS
N.Mayfair Ave. & Oaklawn Dr.

DRAWN SCY	DATE 06/16	APPROVED ______ CITY ENGINEER	
CHECKED JLF	SCALE NTS	SHEET NO. 1 OF 1	TSR 16-85 DRAWING NUMBER
DESIGNED SCY	SURVEY NO.		REV.



THE CITY OF DALY CITY
CALIFORNIA
DEPARTMENT OF PUBLIC WORKS

TRAFFIC IMPROVEMENTS
92nd Street

DRAWN SCY	DATE 06/16	APPROVED ________ CITY ENGINEER
CHECKED JLF	SCALE NTS	SHEET NO. 1 OF 1
DESIGNED SCY	SURVEY NO.	TSR 16-86 DRAWING NUMBER	REV.

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Adoption of Appropriations Limitation for Fiscal Year 2016/17

Recommended Action

Adopt a resolution establishing Appropriations Limitation for Fiscal Year 2016/17.

Discussion

As required by Article XIIIB of the State Constitution, the City must adopt an appropriations limit for the following fiscal year. By resolution of May 23, 2016, Council established its intent to adopt the appropriations limitation for FY 2016/17.

The attached calculations establishing the proceeds of taxes and appropriations limit for FY 2016/17 have been on file in the Department of Finance since Friday, June 17, 2016, for public inspection and appropriate notice has been posted by the City Clerk.

Summary/Conclusion

Staff recommends that the Council adopt a Resolution establishing the City's Appropriations Limitation for FY 2016/17.

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

Respectfully submitted,

Lawrence Chiu

Lawrence Chiu
Director of Finance and
Administrative Services

Attachment: Summary of Calculations

Cc: City Manager
City Attorney
City Clerk

City of Daly City

Summary of Calculations

Gann Appropriations Limit for Fiscal Year 2016/17

Change in California Per Capita Personal Income	1.0537
Change in Population	1.0091
Change Factor (1.0537 x 1.0091)	1.0633
FY 1978/79 Base Year Appropriations Limit	$ 16,955,771
Multiplied by Cumulative Change Factor (6.0051 x 1.0633)	6.3852
FY 2016/17 Appropriations Limit	$ 108,265,524

Application of Gann Appropriations Limit

To Fiscal Year 2016/17

Total Gann Appropriations Limit	$ 108,265,524
Estimated Proceeds of Taxes	61,132,315
Estimated Proceeds of Taxes Under Limit by	$ 47,133,209

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: **Approval of the Annual Agreement between the City of Daly City and the Daly City/Colma Chamber of Commerce for Fiscal Year 2016-17**

Recommended Action

It is recommended that the City Council approve the proposed annual contract with the Daly City/Colma Chamber of Commerce for Fiscal Year 2016-17 and authorize the City Manager to execute the agreement.

Background

The Board of Directors of the Daly City-Colma Chamber of Commerce seeks to renew the contractual agreement it has with the City of Daly City for Fiscal Year 2016-17. The City's annual contribution to the Chamber under the terms of the proposed agreement is $49,229.00, payable in 12 monthly installments of $4,102.42. The Chamber of Commerce is once again not seeking an increase in the amount of funding the City Council approved for Fiscal Year 2015-16.

Discussion

Listed below are several of the goals, objectives, and services outlined in the agreement:

- Maintain and make available a membership roster of at least 500
- Assist the City of Daly City with joint marketing programs promoting the economic benefits of conducting business in the City
- Maintain an up-to-date website with links to the City's website
- Continue to seek outside funding for self-sufficiency and new programs
- Recognize businesses at the Cypress Business Awards and Installation Dinner
- Host the Annual Business to Business Extravaganza and Taste of the Cities events.

Daly City has a long history of supporting the Chamber of Commerce. The proposed contract continues bi-annual reporting requirements detailing a summary of activities undertaken by the Chamber during the reporting period. A copy of the Semi-Annual Report for the six month period ending June 30, 2016 is attached. Additionally, under the proposed contract, the City retains the right to perform an audit of the Chamber's records pertaining to expenditures.

Fiscal Impact

Daly City's proposed contribution to the Chamber of Commerce is $49,229.00. The City Council's proposed budget for Fiscal Year 2016-17 includes an appropriation sufficient for this purpose.

Conclusion

City staff and Chamber representatives will continue to work cooperatively to improve and maintain accountability for the proposed expenditures that are recommended for City Council approval.

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

Respectfully submitted,

Patricia E. Martel

Patricia E. Martel
City Manager

PEM/rp

Attachments: Agreement
Semi-Annual Report

60th Daly City Colma ANNIVERSARY
CHAMBER OF COMMERCE
1956-2016

AGREEMENT

This Agreement, made and executed July 1, 2016, in Daly City, California between the CITY OF DALY CITY, hereinafter called the "CITY", and the DALY CITY-COLMA CHAMBER OF COMMERCE, a non-profit corporation, hereinafter called the "CHAMBER".

WHEREAS:

1. The CITY desires to promote the resources of the CITY for the purpose of maintaining and increasing commerce and trade of the CITY;

2. The laws of the State of California authorize the expenditure of monies for the promotion and advertising of the CITY and;

3. The CHAMBER has as its primary objective, and is organized for the purpose of maintaining and carrying out promotional activities on behalf of businesses, members and the CITY;

NOW, THEREFORE, in consideration of the foregoing promises and conditions herein, the parties agree as follows:

THE CHAMBER AGREES

a. to exercise its reasonable best efforts to achieve a membership roster of at least 500 members:

b. to promptly answer all inquiries and correspondence relative to the advantages and opportunities of the City, and to disseminate information by correspondence, newsletter, newspaper publicity, personal contacts and other means favorably advertising such advantage and opportunity.

c. to assist the City with joint marketing programs with various Daly City merchant associations and businesses to encourage full utilization of local shopping resources by Bay Area residents.

AGREEMENT

d. to have available and distribute publications of Daly City businesses, clubs and organizations, churches, schools, apartment complexes and the City of Daly City.

e. to maintain records of all businesses that contact the Chamber regarding new locations and follow-up with all these businesses within three months after initial contact to see if further assistance is desired.

f. to assist developers, realtors and businesses in their marketing efforts by providing a referral service for accessing Daly City-Colma businesses.

g. to exercise its reasonable best efforts to attend and contribute to the cost, or find sponsors for, a booth at up to two business exhibition conferences per year with the City Economic Development staff to promote Daly City as a business location.

h. to organize and sponsor two annual Daly City economic development promotional events. The first to be held prior to December 31, 2016 and the second to be held prior to June 30, 2017 (the actual dates to be determined in consultation with City Economic Development staff).

i. to maintain a regular local business recognition and appreciation program.

j. to have Chamber staff, members and volunteers visit major employers, as requested by City, to assist in identifying problems and needs they may have in order to retain them in the community. To convey employer's concerns to city Economic Development staff.

k. to continue to seek outside funding for new programs and self-sufficiency programs.

l. to assist the City to promote up to three ground breaking/ribbon-cuttings for new development and new businesses in Daly City by promptly mailing notices to members of such ceremonies at the City's request, if the notice is provided by the City, the business owner or the developer. To keep City staff informed in advance of all such Chamber initiated ceremonies.

m. to maintain and make available to the City an automated database of Chamber members that includes: location, type of business and other relevant information such as number of employees, contact person, officers, etc.

AGREEMENT

n. to have the Chamber Chief Executive Officer, Chamber support staff and other appropriate representatives from the Chamber trained by City staff on the City's small business programs and to assist and support the City's small business programs.

o. to promote economic development projects and programs in Daly City by including an article in the Chamber newsletter, as provided by the City, on a regular basis.

p. To maintain an updated Chamber website with accurate linkages to the City's website.

q. To co-sponsor the Daly City/Colma Chamber of Commerce Small Business Workshop Series by: actively participating in all workshop planning; providing organizational, clerical and staff support for each workshop including: taking and recording reservations, assisting by sorting and mailing workshop flyers and by assigning at least one Chamber staff or volunteer to provide reception, registration and general staff support at each workshop.

r. To participate in Mayor and Chamber walks throughout the business community. The location, date and duration of the walk to be mutually agreed upon, with the purpose to meet and talk to business people (in their places of work) about current conditions, issues and concerns.

4. The CHAMBER will submit a progress report to the Council on a semi-annual basis, and shall prepare and submit to the City Manager or her designated representative, a proposed budget of expenditures for the period of the time covered by the Agreement. At the end of the year, the CHAMBER shall submit a financial audit report to the CITY.

5. The CITY agrees to pay the CHAMBER the amount of $49,229 for the period of July 1, 2016 to June 30, 2017.

AGREEMENT

6. Payments shall be made at the beginning of each month in 12 monthly payments of $4,102.42 starting July 1, 2016.

7. All of said services shall be rendered between the effective date of July 1, 2016 and ending June 30, 2017.

IN WITNESS THEREOF, the parties have executed this Agreement the day and year first above written.

CITY OF DALY CITY:

____
Honorable Sal Torres, Mayor

Date ______________________________

____
Patricia Martel, City Manager

Date ______________________________

DALY CITY/COLMA CHAMBER OF COMMERCE

Georgette Sarles
Georgette Sarles, President/CEO

Date 6-15-16

Respectfully Submitted:

Georgette Sarles, President/CEO
GS/fl

DCannual July2016-june2017.doc

DALY CITY COLMA CHAMBER
ANNUAL BUDGET
July 2016 - June 2017

INCOME

REVENUES

Membership Dues - Renewal	$41,150.00
Membership Dues - New	$4,554.00
Colma Partnership - Contract	$45,000.00
Daly City Partnership - Contract	$49,229.00
TOTAL REVENUE	**$139,933.00**

EVENTS INCOME

Newsletter	$3,900.00
Business to Consumer Showcase	$13,000.00
Bowling Tournament	$14,000.00
Holiday Soiree & Awards Dinner	$14,600.00
Business to Business	$9,000.00
Scholarship	$40,000.00
TOTAL EVENTS INCOME	**$94,500.00**

OTHER REVENUE

Other Income	$8,000.00
TOTAL OTHER REVENUE	**$242,433.00**

DALY CITY COLMA CHAMBER
ANNUAL BUDGET
July 2016 - June 2017

GENERAL EXPENSES

Insurance-Hartford	$2,000.00
Insurance-Works Comp	$850.00
Internet/Web/Photos/Flyers	$11,000.00
Equipment Lease	$5,254.00
Auto Expense	$1,200.00
Office Supplies	$3,850.00
Postage	$1,000.00
Payroll Service Expense	$1,800.00
Payroll Tax Expense	$3,500.00
Printing	$500.00
Rent - Expense	$10,816.00
Salaries Expense	$42,000.00
Telephone Expense	$4,921.00
Additional Office Help	$6,000.00
TOTAL EXPENSES	**$94,691.00**

DALY CITY COLMA CHAMBER
ANNUAL BUDGET
July 2016 - June 2017

EVENTS EXPENSE

Newsletter (4)Electronic/US Post	$2,273.00
Bowling Tournament	$9,000.00
Crab Feed	$5,000.00
Holiday Soiree/Awards Dinner	$15,000.00
Commerce Mixers	$1,000.00
Scholarship	$3,500.00
Business to Consumer Showcase	$4,800.00
Business to Business	$3,100.00
TOTAL EVENTS EXPENSE	**$43,673.00**
TOTAL EXPENSE	**$138,364.00**
INCOME	**$242,433.00**
TOTAL	**$104,069.00**
SCHOLARSHIP DISBURSEMENT	**$40,000.00**
Net Income	**$64,069.00**

Ms. Patricia Martel
City Manager
City of Daly City
333 – 90th Street
Daly City, CA 94015

Dear Ms. Martel:

This "Semi-Annual Report," dated June 20th, 2016 at Daly City, California, by and between the CITY OF DALY CITY, a municipal corporation, hereinafter called "CITY", and the DALY CITY/COLMA CHAMBER OF COMMERCE, a non-profit corporation, hereinafter called "CHAMBER".

WHEREAS:

1. The CITY desires to advertise the resources of the City for the purpose of maintaining and increasing the commerce and trade of the CITY

2. The laws of the State of California authorize the expenditure of monies for the promotion and advertising of the CITY

3. The CHAMBER has as its primary objective, and is organized for the purpose of maintaining and carrying on promotional activities on behalf of businesses, members and the CITY

NOW, THEREFORE, in consideration of the foregoing and the promises and conditions contained herein, the parties agree as follows:

THE CHAMBER AGREES :

a. **To exercise its reasonable best efforts to achieve a membership roster of at least 500 members:**

The Chamber accepted 27 new members during the six-month period covering January 1 to June 30, 2016, and finally reached a membership base over 600.

b. **To promptly answer all inquiries and correspondence relative to the advantages and opportunities of the City, and to disseminate information by correspondence, newsletter, newspaper publicity, personal contacts and other means favorably advertising such advantage and opportunity.**

Chamber staff responds on a daily basis to e-mails, and telephone inquiries about the City. We send out numerous "relocation packages", directories, in addition to the information relayed by our regular Newsletters and/or mailings. Staff also forwards press releases to publications and/or print media regarding our events, workshops etc.

The Chamber also refers directly to the City of Daly City staff, businesses that are interested in determining locations for potential businesses to locate and operate in Daly City, and/or demographic information about the City and its business community.

c. **To assist the City with joint marketing programs with various Daly City merchant associations and businesses to encourage full utilization of local shopping resources by Bay Area residents.**

The Ambassador Committee, which is part of our Chamber Development program, has coordinated networking mixers under the leadership of President/CEO Georgette Sarles, who also serves as its Chair.

d. **To have available and distribute Business Directories of Daly City businesses, clubs and organizations, churches, schools and apartment complexes and the City of Daly City.**

The Chamber does this in a variety of ways. We have different brochures on display at the Chamber office, and have available current brochures from our apartment complexes, businesses, and the City. We also include this information in relocation packages.

e. **To maintain records of all businesses contacting the Chamber regarding new locations and follow-up with all these businesses within three months after initial contact to see if further assistance is desired.**

We keep records of all requests for information and provide follow up when advisable.

f. **To assist developers, realtors and businesses in marketing efforts by providing a referral service and access to the Daly City-Colma businesses.**

We assist developers and the business community with all of our resources, including the membership list and information. Quite often these parties utilize our Newsletter to include a flyer for marketing and promotions

g. **To exercise its reasonable best efforts to attend and contribute to the cost, or find sponsors for, a booth at up to two business exhibition conferences per year with the City Economic Development staff to promote Daly City as a business location.**

The Chamber organized its Annual Business to Business Expo on April 21st at the Daly City Hall Rotunda, and extended an invitation to the Daly City Economic Development Department to attend as an exhibitor. A most favorable response on the event was received by the Chamber from the Daly City.

h. **To organize and sponsor two annual Daly City economic development promotional events. The first to be held prior to December 31, 2016 and the second to be held prior to June 30th, 2017.**

The Chamber recently held its Annual Business to Business Expo and Taste of Our Cities Extravaganza on April 21st at the Daly City hall Rotunda, levels 1 and 2. At this event, there were over 50+ business members present to conduct business-to-business networking and establish new contacts and/or clients. Such businesses included Cypress Lawn, No. County Fire Authority, Republic Services, Provident Bank, Sterling Bank, San Mateo Credit Union, P.G.& E., Lucky Chances, West Lake Village Apartments, and many more. In addition, the Chamber also invited its member restaurants and catering services to showcase their tasty menu items, and were awarded with beautiful plaques at the end of the evening. Some of these restaurants included Moonstar Seafood Buffet, Outback Steakhouse, Hampton Inn, Krispy Crème, Wing Stop, Estrada's, Nothin Bundt Cakes, Café Colma, IHOP, Starbucks, Home of Chicken & Waffles, My Favorite Bites and more.

i. **To maintain a regular local business recognition and appreciation program.**

The Chamber does this through articles in the Chamber website and local print media, which recognize businesses and individual business members who have supported our organization. The Chamber also recognizes business members who have contributed to the Chamber's Educational Foundation. At its recent "Access to Higher Education" Scholarship Awards Ceremony held at the Daly City Hall Council Chambers, this event was both televised and covered by local media. Representatives from each of the major sponsors were in attendance to make individual presentations to the recipients of the $1,000 scholarship grants. Additionally, the Chamber awarded its participating members with plaques and certificates of recognition at the Annual Business to Business Expo and Taste of Our Cities Extravaganza. Also, the Chamber awards to outstanding member businesses at the Cypress Business Awards at the end of the year. The Chamber is constantly finding ways to recognize the support of local businesses in Daly City and honor them for their dedicated efforts in the community.

j. **To have Chamber staff, members and volunteers visit major employers , as requested by the City, to assist indentifying problems and needs they may have, in order to retain them in the community. To convey employer's concerns to city Economic Development staff.**

The Chamber is in constant contact with its member businesses, which rely on the Chamber as a source of support and assistance. President/CEO Georgette Sarles has had numerous discussions with various businesses regarding their concerns. The Chamber has also been in contact with the Mayor to schedule a Mayoral Walk in Daly City.

k. **To continue to seek outside funding for new programs, and self-sufficiency.**

Other fundraising events produced since the start of the year has included the 8th Annual Crab Feed, in which the Chamber reached its goal towards the funding for its Educational Foundation. The Annual Bowling Tournament raised funds to support the Chamber and its business programs.

l. **To assist the City in promoting up to three ground breaking/ribbon-cuttings ceremonies for new development and new businesses in Daly City, by promptly mailing notices to members of such events at Daly City's request if the notice is provided by the City, business owner or developer. To keep City staff informed in advance of all such Chamber-initiated ceremonies.**

The Chamber consistently promotes and provides for all ground breaking/ribbon cutting ceremonies for new development and new businesses. It adheres to any direction initiated by the city.

m. **To maintain and make available to the City an automated database of Chamber members that includes, location, type of business and other relevant information such as number of employees, contact person, officers, etc.**

This database is current and always available.

n. **To have the Chamber Chief Executive Officer and support staff and other appropriate representatives from the Chamber, trained by City staff on the City's small business programs and to assist and support the City's small business program.**

This is being done on an on-going basis and Chamber continues to refer start up businesses to the Economic Development Department.

o. **To promote economic development projects and programs in Daly City by including an article in the Chamber newsletter, as provided by the City, on a regular basis.**

The Chamber Newsletter, and monthly calendar of events, email blasts and specific notifications, can be found on our Website, which will include all of the various business workshop notices, as well as, articles and information provided by our link to the city website www.dalycity.org

p. **To maintain an updated Chamber website with accurate linkages to the City's website.**

The Chamber Website is up and running, and constantly updated. Staff was trained accordingly so that inputting of materials can be done in-house, with the goal of providing our members and the consumers with up-to-date information on activities and happenings in Daly City and Colma. A professional Webmaster was also retained to service the website.

q. **To co-sponsor the Daly City Small Business Workshop Series by actively participating in all workshop planning, providing organizational, clerical and staff support for each workshop including taking and recording reservations, assisting the banks by sorting mailing workshop flyers and by assigning at least one Chamber staff or volunteer to provide reception, registration and general staff support at each workshop.**

The Chamber is always ready to assist and participate in any Small Business Workshop organized or co-sponsored by the City.

r. **To participate in Mayor and Chamber walks throughout the business community every other month. The location, date and duration of the walk to be mutually agreed upon, with the purpose to meet and talk to business people about current conditions, issues and concerns.**

President/CEO Georgette Sarles has been in contact with the Mayor about scheduling the Mayor/Chamber walk, but to date, plans have not materialized.

4. The CHAMBER will submit a progress report to the Council on a semi-annual basis and a proposed budget of expenditures for the time period covered by the Agreement, which will be submitted to the City Manager or her designated representative at the end of the calendar year. Additionally, the Chamber will submit a financial audit report to the City of Daly City at the end of the calendar year.

5. All of said services have been rendered from the effective date of this agreement on January 1, 2016 and ending June 30, 2016.

Respectfully submitted:

Georgette Sarles

Georgette Sarles
President/CEO
Daly City/Colma Chamber of Commerce
355 Gellert Blvd. Suite #138
Daly City, Colma 94015
Direct (650) 755-4080
Fax (650) 755-5160
Staff (650) 755- 3900
Email : gsarles@dalycity-colmachamber.org

June 20, 2016
GS/fl

City Council Meeting Agenda Report

Item # ____

Meeting Date: June 27, 2016

Subject: Setting Time and Place of Public Hearing Amending Urgency Ordinance Establishing Rules and Regulations for Water Use During a Water Shortage Emergency

Requested Action

Set time and place of public hearing for 7:00 p.m., Monday, July 25, 2016 to consider amendments to Daly City Ordinance 1389 Establishing Rules and Regulations for Water Use During a Water Shortage Emergency.

Background

On May 9, 2016, Governor Jerry Brown issued an Executive Order extending California's Emergency Drought Regulations through the end of January 2017, and directed the State Water Resources Control Board to extend and amend emergency water conservation regulations in recognition of differing water supply conditions throughout the state.

Discussion

Daly City Urgency Ordinance No. 1389 was enacted May 11, 2015 in response to the State Board's action mandating Daly City as a Tier 2, 8% reduction in water use in 2015 when compared against 2013 baseline consumption. In response to Governor Brown's May 9th Executive Order, the State Board adopted amended water use restrictions on May 18, 2016 to remain in effect until February 27, 2017. Proposed amendments to Ordinance No. 1389 are intended to conform with the revisions to the State Board's drought regulations to include continued defined nonessential uses of water, relaxation of certain weekly irrigation restrictions, and self-certification of reportable local water conservation standards.

Staff is available to answer any questions of the Mayor and Members of the City Council.

Respectfully submitted,

Patrick Sweetland
Director of Water and Wastewater Resources

CITY OF DALY CITY
CHECK REGISTERS
FOR THE MONTH OF MAY 2016

HANDWRITTEN CHECK	-	#13219
CANCELLED CHECK	-	NONE
VOID CHECK	-	NONE

05/16/16

CHECKS ISSUED	-	#350447 TO #350818
CANCELLED CHECK	-	#350500
VOID CHECK	-	NONE

05/19/16

CHECKS ISSUED	-	#350819 TO #350828
CANCELLED CHECK	-	NONE
VOID CHECK	-	NONE

05/31/16

CHECKS ISSUED	-	#350829 TO #351167
CANCELLED CHECK	-	NONE
VOID CHECK	-	NONE

AUDITED Lawrence Chiu FINANCE DIRECTOR

APPROVED ______________________ CITY MANAGER

APPROVED ______________________ FINANCE COMMITTEE

APPROVED ______________________ FINANCE COMMITTEE

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00013219	39480	ATTORNEY GENERALS	05/31/16	50.00	HW	TR		Hand Written

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	50.00	Number of Checks Processed:	1
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0
G R A N D T O T A L	50.00		

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AP00350447	47004	4LEAF INC	05/16/16	11,605.00	MW	OH		
AP00350448	29794R	ABELSON, JOEL	05/16/16	650.00	MW	OH		
AP00350449	1514	ADAM HILL COMPANY, THE	05/16/16	4,897.78	MW	OH		
AP00350450	5034	ADAMSON POLICE PRODUCTS	05/16/16	2,917.59	MW	OH		
AP00350451	11233	AGRIMONTI, MADOLYN	05/16/16	365.40	MW	OH		
AP00350452	32662	ALANIZ CONSTRUCTION INC	05/16/16	1,339.50	MW	OH		
AP00350453	1465	ALBERTSONS SAFEWAY	05/16/16	719.53	MW	OH		
AP00350454	3256	ALDRAN CHEMICAL INC	05/16/16	224.98	MW	OH		
AP00350455	1025	ALHAMBRA AND SIERRA SPRINGS	05/16/16	632.12	MW	OH		
AP00350456	49642	ALL CITY MANAGEMENT SERVICES	05/16/16	11,646.60	MW	OH		
AP00350457	37095	ALL INDUSTRIAL ELECTRIC SUPPL	05/16/16	12,221.70	MW	OH		
AP00350458	22544	ALLSTAR FIRE EQUIPMENT INC	05/16/16	1,422.45	MW	OH		
AP00350459	37116	ALPHA ANALYTICAL LABORATORIES	05/16/16	19,117.75	MW	OH		
AP00350460	51627R	ALSTERLIND CONSTRUCTION	05/16/16	29,975.00	MW	OH		
AP00350461	40755	AMAZON	05/16/16	4,521.93	MW	OH		
AP00350462	38846	AMERICAN MESSAGING	05/16/16	44.92	MW	OH		
AP00350463	9298	AMERICAN PLANNING ASSOCIATION	05/16/16	95.00	MW	OH		
AP00350464	27427	AMERICAN TEXTILE & SUPPLY INC	05/16/16	772.53	MW	OH		
AP00350465	14988	AMERICAN TOWER CORPORATION	05/16/16	6,621.03	MW	OH		
AP00350466	35696	AMERIPRIDE SERVICES INC	05/16/16	1,318.65	MW	OH		
AP00350467	1013	ANCHOR FENCE COMPANY INC	05/16/16	250.30	MW	OH		
AP00350468	40384R	ANTHONY'S ROOFING COMPANY	05/16/16	275.00	MW	OH		
AP00350469	50495R	AQUILA, LEE	05/16/16	278.35	MW	OH		
AP00350470	51628R	ARCAS, ISABEL	05/16/16	400.00	MW	OH		
AP00350471	25763	ASPHALT INSTITUTE	05/16/16	225.00	MW	OH		

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AP00350472	39146R	ASUNCION, REYNANTE	05/16/16	204.38	MW	OH		
AP00350473	1101	AT&T	05/16/16	378.27	MW	OH		
AP00350474	6413	AT&T	05/16/16	8,878.50	MW	OH		
AP00350475	7707	ATHERTON POLICE DEPARTMENT	05/16/16	1,218.60	MW	OH		
AP00350476	44649	ATLAS COPCO COMPRESSORS LLC	05/16/16	4,489.27	MW	OH		
AP00350477	51629R	AUNG, MAUNG NAY	05/16/16	1,230.80	MW	OH		
AP00350478	24534A	AVELAR, TERESA	05/16/16	271.28	MW	OH		
AP00350479	36345	B & A BODY WORKS AND TOWING I	05/16/16	397.93	MW	OH		
AP00350480	1232	BAKER & TAYLOR COMPANY INC	05/16/16	10,601.42	MW	OH		
AP00350481	7950	BAY AREA AIR QUALITY MANAGEME	05/16/16	557.00	MW	OH		
AP00350482	51630R	BAY AREA ASIAN SPORTS	05/16/16	250.00	MW	OH		
AP00350483	50875R	BAY AREA BUILDERS	05/16/16	425.00	MW	OH		
AP00350484	19892	BAY AREA PAVING COMPANY INC	05/16/16	4,782.00	MW	OH		
AP00350485	51631R	BAYSHORE ELEMENTARY SCHOOL DI	05/16/16	8,526.00	MW	OH		
AP00350486	34698	BAYSHORE METALS	05/16/16	899.36	MW	OH		
AP00350487	20625	BELMONT POLICE DEPARTMENT	05/16/16	3,210.73	MW	OH		
AP00350488	51632R	BETTAHAR, FAIROUZ	05/16/16	736.87	MW	OH		
AP00350489	38585	BFI OF CALIFORNIA INC	05/16/16	902.50	MW	OH		
AP00350490	35853	BIANCHI TRAFFIC SAFETY SERVIC	05/16/16	650.00	MW	OH		
AP00350491	44828A	BICYCLE SOLUTIONS	05/16/16	187.50	MW	OH		
AP00350492	41975R	BIDINGER, AMANDA	05/16/16	250.00	MW	OH		
AP00350493	49668	BIG BELLY SOLAR INC	05/16/16	697.60	MW	OH		
AP00350494	21296	BIG SKY ENVIRONMENTAL SOLUTIO	05/16/16	125.00	MW	OH		
AP00350495	19200	BIRITE FOODSERVICE DISTRIBUTO	05/16/16	4,444.96	MW	OH		
AP00350496	22205	BLACKSTONE AUDIO INC	05/16/16	179.98	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350497	22681	BOUND TREE MEDICAL LLC	05/16/16	620.49	MW	OH		
AP00350498	7168	BRADY AIR CONDITIONING INC	05/16/16	28,053.00	MW	OH		
AP00350499	27403R	BRAND, ROBERT	05/16/16	950.90	MW	OH		
~~AP00350500~~	~~17928~~	~~BRESNAHAN, FRANCIS~~	~~05/16/16~~	~~7,820.72~~	~~MW~~	~~OH~~		
AP00350501	47641A	BRIDGES MARKETING GROUP	05/16/16	3,216.99	MW	OH		
AP00350502	21300	BRISBANE RECYCLING CO INC	05/16/16	800.00	MW	OH		
AP00350503	3349	BROADMOOR LANDSCAPE SUPPLY	05/16/16	348.83	MW	OH		
AP00350504	27339	BROADMOOR POLICE DEPARTMENT	05/16/16	1,467.04	MW	OH		
AP00350505	39468	BROADMOOR TOW LLC	05/16/16	335.00	MW	OH		
AP00350506	3064	BROWN & CALDWELL INC	05/16/16	70,628.36	MW	OH		
AP00350507	4709	BSN SPORTS LLC	05/16/16	654.73	MW	OH		
AP00350508	33941	C & A BROWN COMPANY	05/16/16	145.00	MW	OH		
AP00350509	2396	C M AMOS PRINTING COMPANY	05/16/16	242.35	MW	OH		
AP00350510	33981	CAGWIN & DORWARD	05/16/16	298.00	MW	OH		
AP00350511	15093	CALBO	05/16/16	695.00	MW	OH		
AP00350512	42619	CALIFORNIA BUILDING STANDARDS	05/16/16	524.55	MW	OH		
AP00350513	1196	CALIFORNIA WATER SERVICE COMP	05/16/16	383.93	MW	OH		
AP00350514	25565	CAPITAL ONE COMMERCIAL	05/16/16	81.29	MW	OH		
AP00350515	48351	CAVENDISH SQUARE	05/16/16	839.82	MW	OH		
AP00350516	28636	CDW GOVERNMENT INC	05/16/16	603.71	MW	OH		
AP00350517	2930	CED CONTRACTORS SF	05/16/16	34.89	MW	OH		
AP00350518	30689	CENTRISYS CORPORATION	05/16/16	1,248.14	MW	OH		
AP00350519	48727	CINTAS CORPORATION	05/16/16	373.52	MW	OH		
AP00350520	3678	CINTAS CORPORATION #464	05/16/16	3,737.24	MW	OH		
AP00350521	10693	CISNEROS, ALBERT	05/16/16	0.18	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350522	13126	CITY OF BRISBANE	05/16/16	1,225.32	MW	OH		
AP00350523	25602	CITY OF DALY CITY	05/16/16	2,010.52	MW	OH		
AP00350524	30753A	CITY OF DALY CITY	05/16/16	12,500.00	MW	OH		
AP00350525	1423	CITY OF REDWOOD CITY	05/16/16	450.00	MW	OH		
AP00350526	24868	CLARK SECURITY PRODUCTS INC	05/16/16	1,090.52	MW	OH		
AP00350527	50284A	CLEAR CHANNEL OUTDOOR	05/16/16	7,750.00	MW	OH		
AP00350528	31162	CLINE & DUPLISSEA	05/16/16	3,632.00	MW	OH		
AP00350529	G-LEMERE	CODY A.B LEMERE	05/16/16	250.00	MW	OH		
AP00350530	51633R	COGENT CONSTRUCTION & CONSULT	05/16/16	1,025.00	MW	OH		
AP00350531	47244	COMCAST	05/16/16	99.83	MW	OH		
AP00350532	48294	COMCAST	05/16/16	121.03	MW	OH		
AP00350533	48645	COMCAST	05/16/16	187.70	MW	OH		
AP00350534	49055	COMCAST	05/16/16	138.45	MW	OH		
AP00350535	49446	COMCAST	05/16/16	106.20	MW	OH		
AP00350536	51634	COMCAST	05/16/16	118.95	MW	OH		
AP00350537	12578	COMPLETE LINEN SERVICE INC	05/16/16	59.08	MW	OH		
AP00350538	2599	CONTINUING EDUCATION OF THE B	05/16/16	249.05	MW	OH		
AP00350539	34500R	CORBITT, JOHN	05/16/16	200.00	MW	OH		
AP00350540	30109	CORELOGIC SOLUTIONS LLC	05/16/16	2,720.00	MW	OH		
AP00350541	21727	COUNTY OF SAN MATEO	05/16/16	420.00	MW	OH		
AP00350542	36928	COUNTY OF SANTA CLARA	05/16/16	75.00	MW	OH		
AP00350543	44825	COURTESY TOW	05/16/16	1,170.00	MW	OH		
AP00350544	42324	CRIME SCENE CLEANERS INC	05/16/16	410.00	MW	OH		
AP00350545	51635R	CRUZ, MICHELLE	05/16/16	250.00	MW	OH		
AP00350546	48323	CRYSTAL CREAMERY	05/16/16	754.11	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350547	28906	CSG CONSULTANTS INC	05/16/16	1,642.50	MW	OH		
AP00350548	25580	CWEA-MEMBERSHIP	05/16/16	86.00	MW	OH		
AP00350549	1042	D C LOCK & SECURITY SERVICE	05/16/16	130.00	MW	OH		
AP00350550	36519	DAHL BECK ELECTRIC	05/16/16	77,545.33	MW	OH		
AP00350551	1836	DAILY JOURNAL CORPORATION	05/16/16	446.00	MW	OH		
AP00350552	48520	DALY CITY PENINSULA PARTNERSH	05/16/16	26,439.59	MW	OH		
AP00350553	36807	DALY CITY TEST ONLY	05/16/16	40.00	MW	OH		
AP00350554	1793	DALY CITY TOOL MART	05/16/16	1,543.12	MW	OH		
AP00350555	51636R	DEARING CONSTRUCTION INC	05/16/16	1,980.50	MW	OH		
AP00350556	21676	DELL MARKETING LP	05/16/16	1,254.29	MW	OH		
AP00350557	3364	DEPARTMENT OF CONSERVATION	05/16/16	1,332.52	MW	OH		
AP00350558	25597	DEPARTMENT OF CONSUMER AFFAIR	05/16/16	115.00	MW	OH		
AP00350559	42371	DIAL GLASS AND WINDOW COMPANY	05/16/16	497.00	MW	OH		
AP00350560	46826	DIRECTV LLC	05/16/16	38.99	MW	OH		
AP00350561	26138R	DISCOUNT PLUMBING & HEATING I	05/16/16	6,000.00	MW	OH		
AP00350562	47857	DIVISION OF THE STATE ARCHITE	05/16/16	155.10	MW	OH		
AP00350563	22126	DUDLEY PERKINS CO	05/16/16	253.35	MW	OH		
AP00350564	23531	DUNCAN PARKING TECHNOLOGIES I	05/16/16	463.81	MW	OH		
AP00350565	1061	DUNN EDWARDS CORPORATION	05/16/16	1,309.21	MW	OH		
AP00350566	21260	E B BRADLEY COMPANY INC	05/16/16	205.24	MW	OH		
AP00350567	51637R	E K Y BUILDER INC	05/16/16	1,000.00	MW	OH		
AP00350568	49530	E M HUNDLEY HARDWARE CO	05/16/16	1,299.55	MW	OH		
AP00350569	41587	EBI AGGREGATES BRISBANE	05/16/16	346.79	MW	OH		
AP00350570	51638R	EHB ROOFING	05/16/16	275.00	MW	OH		
AP00350571	40007	EMLAB P&K LLC	05/16/16	683.57	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350572	4339	EMPLOYMENT DEVELOPMENT DEPART	05/16/16	19,626.00	MW	OH		
AP00350573	7685	ENTENMANN ROVIN COMPANY	05/16/16	509.77	MW	OH		
AP00350574	44735	ENVIRONMENTAL EXPRESS INC	05/16/16	1,756.96	MW	OH		
AP00350575	51639R	EVA, ANGELA MARIE	05/16/16	250.00	MW	OH		
AP00350576	13139R	EVERLY, KATHY	05/16/16	103.18	MW	OH		
AP00350577	40616	EZ CUT PRODUCTS INC	05/16/16	362.17	MW	OH		
AP00350578	42544	FARMER BROTHERS COFFEE	05/16/16	428.00	MW	OH		
AP00350579	36077	FASTENAL COMPANY	05/16/16	4,301.72	MW	OH		
AP00350580	1383	FEDEX	05/16/16	25.15	MW	OH		
AP00350581	19787	FIRST CHOICE SERVICES	05/16/16	259.61	MW	OH		
AP00350582	23612A	FIRST NATIONAL BANK OF NO CA	05/16/16	408.26	MW	OH		
AP00350583	50609R	FISHER, ROBERT	05/16/16	1,260.00	MW	OH		
AP00350584	51641R	FLORES, KAREN	05/16/16	250.00	MW	OH		
AP00350585	11813	FOLGER GRAPHICS	05/16/16	13,684.22	MW	OH		
AP00350586	30157RA	FONTELA, RICHARD A	05/16/16	82.08	MW	OH		
AP00350587	51642R	FOWLER, LAINE	05/16/16	120.00	MW	OH		
AP00350588	G-HERNANDEZ	FRANCHISE TAX BOARD	05/16/16	248.40	MW	OH		
AP00350589	G-VILLASENOR	FRANCHISE TAX BOARD	05/16/16	588.37	MW	OH		
AP00350590	G-WILLIAMS	FRANCHISE TAX BOARD	05/16/16	50.00	MW	OH		
AP00350591	47956A	FREESTYLE WEB SOLUTIONS	05/16/16	600.00	MW	OH		
AP00350592	23110	GADDIS INCORPORATED	05/16/16	3,705.00	MW	OH		
AP00350593	48009	GALE CENGAGE LEARNING	05/16/16	232.07	MW	OH		
AP00350594	51643R	GALVIS, JAMES	05/16/16	475.00	MW	OH		
AP00350595	17633	GAMEZ, JOHN	05/16/16	250.00	MW	OH		
AP00350596	48247	GCS ENVIRONMENTAL EQUIPMENT S	05/16/16	230.08	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350597	51644	GENEX SERVICES LLC	05/16/16	522.84	MW	OH		
AP00350598	27059	GOOMBAH'S EMBROIDERY	05/16/16	312.63	MW	OH		
AP00350599	31925	GOVCONNECTION INC	05/16/16	235.86	MW	OH		
AP00350600	49253	GPPA	05/16/16	500.00	MW	OH		
AP00350601	1754	GRAINGER INC	05/16/16	5,752.03	MW	OH		
AP00350602	1571	GRANITE ROCK COMPANY	05/16/16	164.25	MW	OH		
AP00350603	22404	GREGS TRUCKING SERVICE INC	05/16/16	1,550.40	MW	OH		
AP00350604	30894	GRM	05/16/16	380.53	MW	OH		
AP00350605	51645	GROSSBACHER BROS INC	05/16/16	748.36	MW	OH		
AP00350606	51646R	GRUMELY, JOHN	05/16/16	171.72	MW	OH		
AP00350607	45848A	GUNNINK, GAIL	05/16/16	4,025.70	MW	OH		
AP00350608	19293	GYM DOCTORS	05/16/16	760.84	MW	OH		
AP00350609	2223	HACH COMPANY	05/16/16	2,712.53	MW	OH		
AP00350610	51647R	HALLMARK ROOFING SERVICES INC	05/16/16	275.00	MW	OH		
AP00350611	50087	HANNA INSTRUMENTS USA	05/16/16	447.62	MW	OH		
AP00350612	12996ALAW	HANSON BRIDGETT LLP	05/16/16	1,040.00	MW	OH		
AP00350613	3702	HARRINGTON INDUSTRIAL PLASTIC	05/16/16	381.27	MW	OH		
AP00350614	30684	HDS WHITE CAP CONSTRUCTION SU	05/16/16	2,159.13	MW	OH		
AP00350615	29488	HINES EDM INC	05/16/16	1,367.70	MW	OH		
AP00350616	15857	HOME DEPOT CREDIT SERVICES	05/16/16	9,349.71	MW	OH		
AP00350617	51648R	HONG, ANGEL	05/16/16	59.36	MW	OH		
AP00350618	2665	HSQ TECHNOLOGY CORP	05/16/16	760.00	MW	OH		
AP00350619	41818	HUNTINGTON COURT REPORTERS	05/16/16	196.32	MW	OH		
AP00350620	51649R	HUYNH, HONG	05/16/16	75.00	MW	OH		
AP00350621	48171	INNOVATIVE CONSTRUCTION & DES	05/16/16	18,585.00	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350622	34663	INTEC SOLUTIONS INC	05/16/16	2,152.34	MW	OH		
AP00350623	48983A	INTEGRATED EVENT MARKETING	05/16/16	3,768.21	MW	OH		
AP00350624	2411	INTERSTATE TRAFFIC CONTROL PR	05/16/16	768.12	MW	OH		
AP00350625	31089	JAECO FIRE AND SAFETY	05/16/16	451.63	MW	OH		
AP00350626	51650R	JAMES, EVERETT	05/16/16	150.00	MW	OH		
AP00350627	11281	JWC ENVIRONMENTAL LLC	05/16/16	13,959.83	MW	OH		
AP00350628	10255MED	KAISER FOUNDATION HEALTH PLAN	05/16/16	60.00	MW	OH		
AP00350629	10144	KAMAN INDUSTRIAL TECHNOLOGIES	05/16/16	2,476.22	MW	OH		
AP00350630	50222AREN	KASHIWA FUDOSAN AMERICA INC	05/16/16	5,224.50	MW	OH		
AP00350631	48254A	KBA DOCUSYS INC	05/16/16	864.06	MW	OH		
AP00350632	21792	KELLY PAPER	05/16/16	714.77	MW	OH		
AP00350633	49414	KITTELSON & ASSOCIATES INC	05/16/16	23,723.75	MW	OH		
AP00350634	14636R	KLATT, JOHN	05/16/16	102.00	MW	OH		
AP00350635	33914	KOFFLER ELECTRICAL MECHANICAL	05/16/16	1,864.40	MW	OH		
AP00350636	51651R	KOLBY, RICHARD	05/16/16	875.00	MW	OH		
AP00350637	1108	L N CURTIS & SONS	05/16/16	457.47	MW	OH		
AP00350638	34075	LAB SUPPORT	05/16/16	7,707.01	MW	OH		
AP00350639	47596R	LANDMARK CONSTRUCTION COMPANY	05/16/16	275.00	MW	OH		
AP00350640	13776	LANGUAGE LINE SERVICES	05/16/16	166.58	MW	OH		
AP00350641	34493A	LANLOGIC INC	05/16/16	185.00	MW	OH		
AP00350642	51315R	LAUDERDALE, SHANE	05/16/16	382.50	MW	OH		
AP00350643	48008LAW	LAW OFFICES OF BURKE WILLIAMS	05/16/16	12,243.50	MW	OH		
AP00350644	51652R	LEE, KWONG WAH	05/16/16	1,603.87	MW	OH		
AP00350645	51450	LEFLER ENGINEERING INC	05/16/16	1,920.00	MW	OH		
AP00350646	33497	LEGACY MECHANICAL & ENERGY SE	05/16/16	4,458.54	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350647	21353	LEGAL AID SOCIETY OF SAN MATE	05/16/16	4,652.00	MW	OH		
AP00350648	37094	LEXISNEXIS RISK DATA MANAGEME	05/16/16	510.00	MW	OH		
AP00350649	51653R	LIANG, JIE JUN	05/16/16	1,356.09	MW	OH		
AP00350650	12906LAW	LIEBERT CASSIDY WHITMORE	05/16/16	65.00	MW	OH		
AP00350651	29220	LIGHTHOUSE, THE	05/16/16	164.48	MW	OH		
AP00350652	41243	LITHOGRAPH REPRODUCTIONS INC	05/16/16	6,674.80	MW	OH		
AP00350653	51654R	LO, INA	05/16/16	75.00	MW	OH		
AP00350654	29332	LORAL LANDSCAPING	05/16/16	515.00	MW	OH		
AP00350655	49874	LOU'S GLOVES INC	05/16/16	336.00	MW	OH		
AP00350656	51655R	LOU, YAOJHEN	05/16/16	1,235.00	MW	OH		
AP00350657	51379R	LUO, WEI XIONG	05/16/16	312.75	MW	OH		
AP00350658	27066	MANAGED HEALTH NETWORK	05/16/16	1,857.60	MW	OH		
AP00350659	51656R	MAO, DAVID	05/16/16	507.06	MW	OH		
AP00350660	1166	MATTHEW BENDER & COMPANY INC	05/16/16	614.35	MW	OH		
AP00350661	15393	MCMASTER CARR SUPPLY COMPANY	05/16/16	20.49	MW	OH		
AP00350662	19641	MENLO PARK POLICE DEPARTMENT	05/16/16	1,257.60	MW	OH		
AP00350663	23949	METRO MOBILE COMMUNICATIONS	05/16/16	2,325.77	MW	OH		
AP00350664	51657R	MIA MOTORS	05/16/16	34.69	MW	OH		
AP00350665	26465	MID PENINSULA BOYS & GIRLS CL	05/16/16	14,583.33	MW	OH		
AP00350666	1547	MINE SAFETY APPLIANCE COMPANY	05/16/16	2,678.20	MW	OH		
AP00350667	49436REN	MKD CEDAR HILL LLC	05/16/16	4,279.00	MW	OH		
AP00350668	48662	MODULAR SPACE CORPORATION	05/16/16	687.96	MW	OH		
AP00350669	49416R	MORA, JOHN	05/16/16	250.00	MW	OH		
AP00350670	15396	MOSS RUBBER & EQUIPMENT CORP	05/16/16	1,525.73	MW	OH		
AP00350671	51658R	MP WESTLAKE ASSOCIATES LP	05/16/16	15,957.50	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350672	39868R	MR ROOFING INC	05/16/16	550.00	MW	OH		
AP00350673	15210	MUNICIPAL MAINTENANCE EQUIPME	05/16/16	551.30	MW	OH		
AP00350674	17654	MUSSMAN, RONALD	05/16/16	136.77	MW	OH		
AP00350675	43288	NATIONWIDE PET INSURANCE	05/16/16	431.01	MW	OH		
AP00350676	51659R	NAVARRO, DOLORES	05/16/16	75.00	MW	OH		
AP00350677	22005	NEOPOST USA INC	05/16/16	233.26	MW	OH		
AP00350678	51660R	NGAI, AMY	05/16/16	150.00	MW	OH		
AP00350679	1613	NORLAB INC	05/16/16	468.00	MW	OH		
AP00350680	25761	NORTHERN SAFETY CO INC	05/16/16	267.93	MW	OH		
AP00350681	47093	O'REILLY AUTOMOTIVE INC	05/16/16	58.37	MW	OH		
AP00350682	42500	OFFICE DEPOT	05/16/16	1,689.44	MW	OH		
AP00350683	6638A	OFFICE DEPOT BUSINESS CREDIT	05/16/16	238.48	MW	OH		
AP00350684	1055	OFFICE DEPOT INC	05/16/16	424.68	MW	OH		
AP00350685	43072	OFFICE OF PUBLIC SAFETY COMMU	05/16/16	276.32	MW	OH		
AP00350686	51683	OO, HTUN M	05/16/16	1,015.48	MW	OH		
AP00350687	4918	OTIS ELEVATOR COMPANY	05/16/16	1,484.62	MW	OH		
AP00350688	45779R	P & L CONSTRUCTION	05/16/16	1,432.60	MW	OH		
AP00350689	1216	PACIFIC GAS & ELECTRIC	05/16/16	110,286.26	MW	OH		
AP00350690	48367R	PACIFIC ISLANDER COMMUNITY	05/16/16	545.00	MW	OH		
AP00350691	43008	PACIFIC LIBRARY PARTNERSHIP	05/16/16	15.00	MW	OH		
AP00350692	29252	PACIFIC PRODUCE INC	05/16/16	547.05	MW	OH		
AP00350693	48509A	PANDORA MEDIA INC	05/16/16	4,500.00	MW	OH		
AP00350694	51661R	PARQUE, JAMES	05/16/16	120.00	MW	OH		
AP00350695	20794	PELCO SALES & SERVICE INC	05/16/16	597.58	MW	OH		
AP00350696	26120	PENGUIN RANDOM HOUSE LLC	05/16/16	286.13	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350697	36454A	PENINSULA CORRIDOR JOINT POWE	05/16/16	2,745.58	MW	OH		
AP00350698	3297	PENINSULA LIBRARY SYSTEM	05/16/16	653.35	MW	OH		
AP00350699	29738	PENINSULA UNIFORMS & EQUIPMEN	05/16/16	367.55	MW	OH		
AP00350700	19678	PERS LONG TERM CARE PROGRAM	05/16/16	883.71	MW	OH		
AP00350701	9922	POLLARD WATER	05/16/16	341.72	MW	OH		
AP00350702	51662R	POLYAK, ALEX	05/16/16	28.00	MW	OH		
AP00350703	36106	POLYDYNE INC	05/16/16	11,833.04	MW	OH		
AP00350704	40152	POM INCORPORATED	05/16/16	4,950.22	MW	OH		
AP00350705	12466	POSITIVE PROMOTIONS INC	05/16/16	1,545.06	MW	OH		
AP00350706	49129	PPG ARCHITECTURAL FINISHES IN	05/16/16	564.45	MW	OH		
AP00350707	16440	PRAXAIR DISTRIBUTION INC	05/16/16	26.62	MW	OH		
AP00350708	14431	PRAXAIR INC	05/16/16	3,035.68	MW	OH		
AP00350709	38868A	PRECISE PRINTING & MAILING	05/16/16	1,924.26	MW	OH		
AP00350710	39099R	PRESTON, CLYDE	05/16/16	250.00	MW	OH		
AP00350711	45859	PRINT EM ALL LLC	05/16/16	4,665.50	MW	OH		
AP00350712	13591	PROJECT READ	05/16/16	5,360.00	MW	OH		
AP00350713	49840	QUALITY CONTROL SERVICES INC	05/16/16	1,116.25	MW	OH		
AP00350714	51663R	QUALITY LANDSCAPE & CONCRETE	05/16/16	500.00	MW	OH		
AP00350715	23759R	QUIBELL, PETER	05/16/16	164.16	MW	OH		
AP00350716	51342R	QUINN, VIRGINIA	05/16/16	125.00	MW	OH		
AP00350717	1115	R & B COMPANY	05/16/16	22,400.84	MW	OH		
AP00350718	51664R	RAYGOZA, ROBERT	05/16/16	120.00	MW	OH		
AP00350719	50803	READYREFRESH BY NESTLE	05/16/16	196.35	MW	OH		
AP00350720	2439	RECORDED BOOKS INC	05/16/16	323.73	MW	OH		
AP00350721	1687	RED WING SHOE STORE	05/16/16	669.31	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350722	27344	REDWOOD CITY POLICE DEPARTMEN	05/16/16	4,916.15	MW	OH		
AP00350723	14608	REEVES COMPANY INC	05/16/16	57.10	MW	OH		
AP00350724	51665R	REGACHO, MICHELLE	05/16/16	250.00	MW	OH		
AP00350725	1200	REPUBLIC SERVICES OF NORTH AM	05/16/16	1,030,904.68	MW	OH		
AP00350726	46300R	RESCUE ROOFING COMPANY	05/16/16	275.00	MW	OH		
AP00350727	51666R	RIVERA, ROSA ELENA	05/16/16	150.00	MW	OH		
AP00350728	37028	RMC WATER AND ENVIRONMENT	05/16/16	3,032.00	MW	OH		
AP00350729	51667R	RODRIGUEZ, MAURO	05/16/16	120.00	MW	OH		
AP00350730	51668	ROYAL ARMS INTERNATIONAL INC	05/16/16	1,175.00	MW	OH		
AP00350731	22771	S & S WORLDWIDE INC	05/16/16	841.94	MW	OH		
AP00350732	37620	SABAH INTERNATIONAL INC	05/16/16	381.67	MW	OH		
AP00350733	38039	SAN BRUNO POLICE DEPARTMENT	05/16/16	2,584.58	MW	OH		
AP00350734	1109	SAN FRANCISCO PUBLIC	05/16/16	467,324.06	MW	OH		
AP00350735	18047	SAN MATEO COUNTY PUBLIC SAFET	05/16/16	702.00	MW	OH		
AP00350736	9666	SAN MATEO LAWN MOWER SHOP	05/16/16	1,007.31	MW	OH		
AP00350737	51681R	SANTOYO, JACQUELINE	05/16/16	0.93	MW	OH		
AP00350738	41719	SATWORX	05/16/16	493.84	MW	OH		
AP00350739	49441	SC FUELS	05/16/16	22,889.18	MW	OH		
AP00350740	51669R	SCHLAGETER, EDWARD	05/16/16	39.00	MW	OH		
AP00350741	33835	SCHOLASTIC LIBRARY PUBLISHING	05/16/16	3,513.00	MW	OH		
AP00350742	37749	SEALIFE AQUARIUM MAINTENANCE	05/16/16	279.15	MW	OH		
AP00350743	35045	SECURITY CONTRACTOR SERVICES	05/16/16	1,219.11	MW	OH		
AP00350744	34330	SEQUEIRA, LIONEL	05/16/16	200.00	MW	OH		
AP00350745	1111	SF - WATER	05/16/16	722,310.00	MW	OH		
AP00350746	2068	SHAPE PRODUCTS COMPANY	05/16/16	415.87	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350747	30523A	SHELL FLEET	05/16/16	33.57	MW	OH		
AP00350748	50786	SHELTERBELT BUILDERS INC	05/16/16	2,091.00	MW	OH		
AP00350749	23742	SHOE DEPOT INC	05/16/16	646.29	MW	OH		
AP00350750	49695	SHRED IT USA SAN FRANCISCO	05/16/16	488.26	MW	OH		
AP00350751	28917	SIERRA CHEMICAL COMPANY	05/16/16	1,430.28	MW	OH		
AP00350752	38883	SIGILLO SUPPLY COMPANY	05/16/16	749.97	MW	OH		
AP00350753	51449	SIMPSON GUMPERTZ & HEGER INC	05/16/16	6,617.51	MW	OH		
AP00350754	32237	SMART & FINAL STORES LLC	05/16/16	756.26	MW	OH		
AP00350755	30843R	SMAZENKO, BRIAN	05/16/16	280.00	MW	OH		
AP00350756	18862R	SMELLY MELS PLUMBING INC	05/16/16	2,000.00	MW	OH		
AP00350757	29998	SNAP ON INDUSTRIAL	05/16/16	4,211.62	MW	OH		
AP00350758	51042	SOFTWAREONE INC	05/16/16	881.58	MW	OH		
AP00350759	7420	SOUTH SAN FRANCISCO POLICE DE	05/16/16	3,288.64	MW	OH		
AP00350760	2643	SPARTAN MOTORS USA INC	05/16/16	155.42	MW	OH		
AP00350761	51258	SPOSETO ENGINEERING INC	05/16/16	220,911.80	MW	OH		
AP00350762	51670R	ST CIN, ASHLEY	05/16/16	475.00	MW	OH		
AP00350763	44772A	STATE COMPENSATION INSURANCE	05/16/16	536.42	MW	OH		
AP00350764	40623	STATE WATER RESOURCES CONTROL	05/16/16	170.00	MW	OH		
AP00350765	27801	SUMMIT UNIFORMS	05/16/16	18,918.15	MW	OH		
AP00350766	51682R	SUNGA, JUSTIN	05/16/16	300.00	MW	OH		
AP00350767	18334	SUNGARD PUBLIC SECTOR INC	05/16/16	600.00	MW	OH		
AP00350768	40145R	SUPER ROOFING COMPANY	05/16/16	275.00	MW	OH		
AP00350769	50360	SUPPLYWORKS	05/16/16	3,880.55	MW	OH		
AP00350770	51439	SWEET DELIGHT BAKERY	05/16/16	794.00	MW	OH		
AP00350771	1953	SWEETLAND, PATRICK	05/16/16	261.30	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350772	48343	SYSTEMS & SPACE INC	05/16/16	1,139.25	MW	OH		
AP00350773	3600	TEAMSTERS UNION LOCAL 856	05/16/16	73,927.49	MW	OH		
AP00350774	46855	TELE WORKS INC	05/16/16	25,332.00	MW	OH		
AP00350775	18381	TENNANT SALES AND SERVICE CO	05/16/16	1,453.23	MW	OH		
AP00350776	11357	TESCO CONTROLS INC	05/16/16	1,250.20	MW	OH		
AP00350777	51671R	TINGZON, MONINA	05/16/16	250.00	MW	OH		
AP00350778	16085	TLC ADMINISTRATORS	05/16/16	300.00	MW	OH		
AP00350779	51619	TOMO BOOKS USA	05/16/16	2,179.63	MW	OH		
AP00350780	42972	TRACTION	05/16/16	286.32	MW	OH		
AP00350781	51672R	TSE, HOFFMAN	05/16/16	75.00	MW	OH		
AP00350782	4675	TURF & INDUSTRIAL EQUIPMENT C	05/16/16	298.50	MW	OH		
AP00350783	37637	ULINE INC	05/16/16	374.79	MW	OH		
AP00350784	31745	UNITED SITE SERVICES OF CALIF	05/16/16	410.24	MW	OH		
AP00350785	50490	UNITEDHEALTHCARE INSURANCE CO	05/16/16	798.60	MW	OH		
AP00350786	32209	UNIVAR USA INC	05/16/16	11,703.60	MW	OH		
AP00350787	51673R	UPERESA, JESSIE	05/16/16	1,000.00	MW	OH		
AP00350788	3904	UPS	05/16/16	251.53	MW	OH		
AP00350789	7873	URBAN FARMER STORE, THE	05/16/16	315.38	MW	OH		
AP00350790	46998	UTILITY TELEPHONE INC	05/16/16	1,456.52	MW	OH		
AP00350791	47099JPA	UTILITY TELEPHONE INC	05/16/16	4,795.35	MW	OH		
AP00350792	51674R	VALDERRAMA, ISABELLE	05/16/16	250.00	MW	OH		
AP00350793	5661	VALS RESTAURANT & LOUNGE	05/16/16	86.55	MW	OH		
AP00350794	51403	VERDE DESIGN INC	05/16/16	5,973.83	MW	OH		
AP00350795	3376	VERITIV OPERATING COMPANY	05/16/16	738.30	MW	OH		
AP00350796	29329	VERIZON WIRELESS SERVICES LLC	05/16/16	950.25	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350797	51675R	VOGT, TAYLOR	05/16/16	557.80	MW	OH		
AP00350798	1579	VWR INTERNATIONAL LLC	05/16/16	511.74	MW	OH		
AP00350799	51157R	WALTERS, JULIE	05/16/16	839.79	MW	OH		
AP00350800	51676R	WANG, ROBERT	05/16/16	201.15	MW	OH		
AP00350801	51625RA	WARD, MICHAEL	05/16/16	282.50	MW	OH		
AP00350802	46441	WARMAN SECURITY	05/16/16	5,335.38	MW	OH		
AP00350803	36355	WASTEWATER SOLUTIONS INC	05/16/16	4,125.00	MW	OH		
AP00350804	43754A	WATERLOGIC	05/16/16	277.58	MW	OH		
AP00350805	50485	WAVE	05/16/16	1,355.90	MW	OH		
AP00350806	3691	WECO INDUSTRIES LLC	05/16/16	957.32	MW	OH		
AP00350807	17126	WEST BAY PLASTICS COMPANY	05/16/16	990.00	MW	OH		
AP00350808	49085	WEST COAST ARBORISTS INC	05/16/16	19,320.00	MW	OH		
AP00350809	29517	WEST LITE SUPPLY COMPANY INC	05/16/16	913.69	MW	OH		
AP00350810	51226	WESTECH ENGINEERING INC	05/16/16	12,180.38	MW	OH		
AP00350811	41058R	WESTECH ROOFING COMPANY	05/16/16	275.00	MW	OH		
AP00350812	51677R	WILKERSON, JAKE	05/16/16	557.80	MW	OH		
AP00350813	51678R	WOO, JUSTIN	05/16/16	482.00	MW	OH		
AP00350814	51626R	WOO, KIM	05/16/16	143.68	MW	OH		
AP00350815	27949	WORTHINGTON DIRECT INC	05/16/16	2,539.25	MW	OH		
AP00350816	51563	WORXTIME	05/16/16	2,132.00	MW	OH		
AP00350817	34537	YAMAMURA, JAIME	05/16/16	206.50	MW	OH		
AP00350818	51679R	YU, WAN YI	05/16/16	1,032.74	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type Subs Rel To Note	
		G R A N D T O T A L S:				
		Total Void Machine Written		0.00	Number of Checks Processed:	0
		Total Void Hand Written		0.00	Number of Checks Processed:	0
		Total Machine Written		3,622,420.11	Number of Checks Processed:	372
		Total Hand Written		0.00	Number of Checks Processed:	0
		Total Reversals		0.00	Number of Checks Processed:	0
		Total Cancelled		0.00	Number of Checks Processed:	0
		Total EFTs		0.00	Number of EFTs Processed:	0
		Total EPAYs		0.00	Number of EPAYs Processed:	0
		G R A N D T O T A L		3,622,420.11		

LESS CANCELLED CHECK:

AP00350500	17928	BRESNAHAN, FRANCIS 05/16/16	(7,820.72)
			3,614,599.39

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350819	5034	ADAMSON POLICE PRODUCTS	05/19/16	1,264.80	MW	OH		
AP00350820	46585	ANTHEM BLUE CROSS	05/19/16	142.60	MW	OH		
AP00350821	46585	ANTHEM BLUE CROSS	05/19/16	155.20	MW	OH		
AP00350822	17928	BRESNAHAN, FRANCIS	05/19/16	7,820.72	MW	OH		
AP00350823	G-LEMERE	CODY A.B LEMERE	05/19/16	250.00	MW	OH		
AP00350824	G-VILLASENOR	FRANCHISE TAX BOARD	05/19/16	589.71	MW	OH		
AP00350825	G-WILLIAMS	FRANCHISE TAX BOARD	05/19/16	50.00	MW	OH		
AP00350826	51549R	JONES, ROSIE L	05/19/16	2,100.00	MW	OH		
AP00350827	19678	PERS LONG TERM CARE PROGRAM	05/19/16	822.72	MW	OH		
AP00350828	1110	UNITED STATES POSTAL SERVICE	05/19/16	10,000.00	MW	OH		

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	23,195.75	Number of Checks Processed:	10
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0
G R A N D T O T A L	23,195.75		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350829	47004	4LEAF INC	05/31/16	2,695.00	MW	OH		
AP00350830	25627	A S F ELECTRIC INC	05/31/16	2,810.00	MW	OH		
AP00350831	44291	ACME SUNSHADES ENTERPRISE INC	05/31/16	4,990.00	MW	OH		
AP00350832	1514	ADAM HILL COMPANY, THE	05/31/16	386.61	MW	OH		
AP00350833	13854	AECO SYSTEMS INC	05/31/16	3,840.00	MW	OH		
AP00350834	50660	AETYPIC INC	05/31/16	9,450.00	MW	OH		
AP00350835	15226	AFSCME LOCAL 919	05/31/16	3,539.32	MW	OH		
AP00350836	39256	AIR EXCHANGE INC	05/31/16	867.70	MW	OH		
AP00350837	29880	AIRGAS USA LLC	05/31/16	46.95	MW	OH		
AP00350838	51686	ALDRAN CHEMICAL INC	05/31/16	224.98	MW	OH		
AP00350839	14004	ALERT PEST CONTROL COMPANY IN	05/31/16	3,542.25	MW	OH		
AP00350840	49642	ALL CITY MANAGEMENT SERVICES	05/31/16	7,830.48	MW	OH		
AP00350841	39355	ALTA LANGUAGE SERVICES INC	05/31/16	100.00	MW	OH		
AP00350842	45439JREN	AMERICAN MEDICAL RESPONSE	05/31/16	1,021.00	MW	OH		
AP00350843	42310	AMERINATIONAL COMMUNITY SERVI	05/31/16	280.20	MW	OH		
AP00350844	35696	AMERIPRIDE SERVICES INC	05/31/16	1,108.19	MW	OH		
AP00350845	23273	ANDERSON PACIFIC ENGINEERING	05/31/16	4,631.00	MW	OH		
AP00350846	1259	ARAMARK UNIFORM SERVICES INC	05/31/16	293.80	MW	OH		
AP00350847	51735R	ARCILLA, GILBERT	05/31/16	45.43	MW	OH		
AP00350848	46898R	ARGUELLO, GUILLERMO	05/31/16	750.00	MW	OH		
AP00350849	51687	ARNOLD, KIMBERLY	05/31/16	96.00	MW	OH		
AP00350850	8426	ARROWHEAD	05/31/16	528.57	MW	OH		
AP00350851	32577	AT&T	05/31/16	11,819.03	MW	OH		
AP00350852	48722R	AU ENERGY LLC	05/31/16	32,850.00	MW	OH		
AP00350853	51717R	AUYEUNG, DANNA	05/31/16	48.00	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350854	36345	B & A BODY WORKS AND TOWING I	05/31/16	346.02	MW	OH		
AP00350855	2495	BARKER BLUE DIGITAL IMAGING	05/31/16	753.43	MW	OH		
AP00350856	44356R	BARSOIAN, JOSEPH	05/31/16	415.74	MW	OH		
AP00350857	46216A	BAY AREA NEWS GROUP	05/31/16	1,221.80	MW	OH		
AP00350858	19892	BAY AREA PAVING COMPANY INC	05/31/16	5,397.00	MW	OH		
AP00350859	1562	BAY AREA WATER SUPPLY & CONSE	05/31/16	720.00	MW	OH		
AP00350860	9109	BERLIN FOOD & LAB EQUIPMENT C	05/31/16	3,844.42	MW	OH		
AP00350861	38585	BFI OF CALIFORNIA INC	05/31/16	2,147.25	MW	OH		
AP00350862	51712RA	BHAKTA, DIPTI	05/31/16	225.00	MW	OH		
AP00350863	34186	BIG JOE HANDLING SYSTEMS INC	05/31/16	98.10	MW	OH		
AP00350864	19200	BIRITE FOODSERVICE DISTRIBUTO	05/31/16	3,980.62	MW	OH		
AP00350865	50784	BLUE LINE CANINE LLC	05/31/16	750.00	MW	OH		
AP00350866	46139R	BOWMAN, SCOTT	05/31/16	115.00	MW	OH		
AP00350867	45472A	BP PROMO	05/31/16	1,973.58	MW	OH		
AP00350868	27403R	BRAND, ROBERT	05/31/16	550.90	MW	OH		
AP00350869	35592R	BRENNAN, MICHAEL	05/31/16	115.00	MW	OH		
AP00350870	3349	BROADMOOR LANDSCAPE SUPPLY	05/31/16	99.51	MW	OH		
AP00350871	44468	BUDGET CONFERENCING INC	05/31/16	171.29	MW	OH		
AP00350872	34151	BUSINESS CARD	05/31/16	167.46	MW	OH		
AP00350873	48259	BWNVT MOTORS INC	05/31/16	3,554.39	MW	OH		
AP00350874	17997	C.L.E.A.	05/31/16	2,474.50	MW	OH		
AP00350875	51361R	CABRERA, ROSARIO	05/31/16	62.94	MW	OH		
AP00350876	15796	CACEO	05/31/16	250.00	MW	OH		
AP00350877	33981	CAGWIN & DORWARD	05/31/16	298.00	MW	OH		
AP00350878	2436	CALIFORNIA CASTER	05/31/16	18.55	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350879	51713A	CALNONPROFITS INSURANCE SERVI	05/31/16	275.00	MW	OH		
AP00350880	7479	CAMPAGNA, MITCHELL	05/31/16	300.00	MW	OH		
AP00350881	2555	CAMPBELL & GEORGE COMPANY	05/31/16	1,999.78	MW	OH		
AP00350882	51689R	CANALES, LIZETH	05/31/16	250.00	MW	OH		
AP00350883	51690R	CARACTER, CHELSEY	05/31/16	250.00	MW	OH		
AP00350884	17888	CARL WARREN & COMPANY INC	05/31/16	1,680.00	MW	OH		
AP00350885	51691R	CARTAGENA, EVELYN	05/31/16	250.00	MW	OH		
AP00350886	28636	CDW GOVERNMENT INC	05/31/16	991.32	MW	OH		
AP00350887	42277	CEL ANALYTICAL INC	05/31/16	747.00	MW	OH		
AP00350888	10299JPA	CENTRAL COUNTY FIRE DEPARTMEN	05/31/16	19,541.00	MW	OH		
AP00350889	30689	CENTRISYS CORPORATION	05/31/16	29,283.90	MW	OH		
AP00350890	1882	CH BULL COMPANY	05/31/16	212.90	MW	OH		
AP00350891	32266R	CHAN, PHILIP	05/31/16	150.00	MW	OH		
AP00350892	51692R	CHEN, SUSAN	05/31/16	29.00	MW	OH		
AP00350893	36817R	CHRISTENSEN, CAMERON	05/31/16	115.00	MW	OH		
AP00350894	51718R	CHU, NELSON	05/31/16	63.00	MW	OH		
AP00350895	51719R	CHUK, LAN	05/31/16	49.00	MW	OH		
AP00350896	3678	CINTAS CORPORATION #464	05/31/16	1,571.11	MW	OH		
AP00350897	48345A	CIT	05/31/16	628.10	MW	OH		
AP00350898	35395	CITY AUTO SUPPLY	05/31/16	1,946.13	MW	OH		
AP00350899	46465JPA	CITY OF BELMONT	05/31/16	4,234.00	MW	OH		
AP00350900	6649JPA	CITY OF BRISBANE	05/31/16	2,744.00	MW	OH		
AP00350901	28209JPA	CITY OF BURLINGAME	05/31/16	52.29	MW	OH		
AP00350902	43155JPA	CITY OF DALY CITY	05/31/16	10,835.00	MW	OH		
AP00350903	39528	CITY OF FOSTER CITY	05/31/16	2,000.00	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350904	5342JPA	CITY OF FOSTER CITY	05/31/16	4,706.00	MW	OH		
AP00350905	6034JPA	CITY OF PACIFICA	05/31/16	5,469.00	MW	OH		
AP00350906	6579JPA	CITY OF REDWOOD CITY	05/31/16	7,768.00	MW	OH		
AP00350907	20562JPA	CITY OF SAN BRUNO	05/31/16	2,654.00	MW	OH		
AP00350908	46083JPA	CITY OF SAN CARLOS	05/31/16	4,809.00	MW	OH		
AP00350909	25816JPA	CITY OF SAN MATEO	05/31/16	11,748.00	MW	OH		
AP00350910	24868	CLARK SECURITY PRODUCTS INC	05/31/16	466.46	MW	OH		
AP00350911	51493	CLASSIC ACOUSTICS	05/31/16	26,960.00	MW	OH		
AP00350912	24232	CLIPPER CONTROLS INC	05/31/16	375.00	MW	OH		
AP00350913	25819JPA	COLMA FIRE PROTECTION DISTRIC	05/31/16	2,372.00	MW	OH		
AP00350914	34153	COMCAST	05/31/16	19.73	MW	OH		
AP00350915	47243	COMCAST	05/31/16	136.05	MW	OH		
AP00350916	48294	COMCAST	05/31/16	121.03	MW	OH		
AP00350917	48517	COMCAST	05/31/16	224.29	MW	OH		
AP00350918	49055	COMCAST	05/31/16	138.45	MW	OH		
AP00350919	50579A	COMCAST	05/31/16	152.38	MW	OH		
AP00350920	51634	COMCAST	05/31/16	69.95	MW	OH		
AP00350921	40882RJPA	COMER, SHERYL	05/31/16	293.72	MW	OH		
AP00350922	12578	COMPLETE LINEN SERVICE INC	05/31/16	59.08	MW	OH		
AP00350923	48029R	CONVENTO, AVELINA	05/31/16	9.00	MW	OH		
AP00350924	45329	COPLOGIC INC	05/31/16	12,762.75	MW	OH		
AP00350925	23427A	COSTCO MEMBERSHIP	05/31/16	165.00	MW	OH		
AP00350926	14930	COUNTY OF SAN MATEO	05/31/16	6,313.75	MW	OH		
AP00350927	43157JPA	COUNTY OF SAN MATEO	05/31/16	1,992.25	MW	OH		
AP00350928	44825	COURTESY TOW	05/31/16	330.00	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350929	1053	CPS HR CONSULTING	05/31/16	2,225.30	MW	OH		
AP00350930	42324	CRIME SCENE CLEANERS INC	05/31/16	310.00	MW	OH		
AP00350931	48323	CRYSTAL CREAMERY	05/31/16	513.84	MW	OH		
AP00350932	28906	CSG CONSULTANTS INC	05/31/16	18,193.15	MW	OH		
AP00350933	19526	CUSTOM TOPS INC	05/31/16	1,021.28	MW	OH		
AP00350934	25580	CWEA-MEMBERSHIP	05/31/16	164.00	MW	OH		
AP00350935	19907	CWEA-TCP	05/31/16	81.00	MW	OH		
AP00350936	1042	D C LOCK & SECURITY SERVICE	05/31/16	4.09	MW	OH		
AP00350937	1836	DAILY JOURNAL CORPORATION	05/31/16	865.00	MW	OH		
AP00350938	1414	DALY CITY CENTRAL CASHIER	05/31/16	802.61	MW	OH		
AP00350939	2285	DALY CITY COLMA CHAMBER OF CO	05/31/16	4,102.42	MW	OH		
AP00350940	1937	DALY CITY FIREFIGHTERS UNION	05/31/16	7,439.50	MW	OH		
AP00350941	30935	DALY CITY POLICE OFFICERS BEN	05/31/16	476.00	MW	OH		
AP00350942	9290	DALY CITY POLICE OFFICERS ASS	05/31/16	204.00	MW	OH		
AP00350943	9290	DALY CITY POLICE OFFICERS ASS	05/31/16	12,494.92	MW	OH		
AP00350944	36807	DALY CITY TEST ONLY	05/31/16	240.00	MW	OH		
AP00350945	1793	DALY CITY TOOL MART	05/31/16	65.08	MW	OH		
AP00350946	37164	DARLING INGREDIENTS INC	05/31/16	309.42	MW	OH		
AP00350947	21676	DELL MARKETING LP	05/31/16	2,201.88	MW	OH		
AP00350948	1299	DEPARTMENT OF JUSTICE	05/31/16	758.00	MW	OH		
AP00350949	43490R	DIAO, EDUARDO	05/31/16	209.45	MW	OH		
AP00350950	26138R	DISCOUNT PLUMBING & HEATING I	05/31/16	4,000.00	MW	OH		
AP00350951	50756R	DUBAL, DEBIE DOMINICA	05/31/16	65.00	MW	OH		
AP00350952	22126	DUDLEY PERKINS CO	05/31/16	2,783.36	MW	OH		
AP00350953	23531	DUNCAN PARKING TECHNOLOGIES I	05/31/16	463.81	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00350954	24021R	DUNRITE CONSTRUCTION	05/31/16	934.22	MW	OH		
AP00350955	48432	EBI CONSULTING INC	05/31/16	419.80	MW	OH		
AP00350956	40007	EMLAB P&K LLC	05/31/16	777.00	MW	OH		
AP00350957	44735	ENVIRONMENTAL EXPRESS INC	05/31/16	1,422.76	MW	OH		
AP00350958	49270	ENVIRONMENTAL LEVERAGE INC	05/31/16	400.01	MW	OH		
AP00350959	3786	ENVIRONMENTAL RESOURCE ASSOCI	05/31/16	670.30	MW	OH		
AP00350960	1049	EQUIFAX INFORMATION SVCS LLC	05/31/16	66.01	MW	OH		
AP00350961	50546	ESTEBAN, JUSTIN	05/31/16	288.00	MW	OH		
AP00350962	51709R	ESTERHELD, KRISTEN	05/31/16	664.00	MW	OH		
AP00350963	26327	EWING IRRIGATION PRODUCTS INC	05/31/16	241.63	MW	OH		
AP00350964	39313R	EXPRESS PLUMBING	05/31/16	2,000.00	MW	OH		
AP00350965	51640	FAAC INCORPORATED	05/31/16	3,995.00	MW	OH		
AP00350966	42544	FARMER BROTHERS COFFEE	05/31/16	585.90	MW	OH		
AP00350967	36077	FASTENAL COMPANY	05/31/16	664.85	MW	OH		
AP00350968	1383	FEDEX	05/31/16	25.28	MW	OH		
AP00350969	10971	FEDEX KINKOS OFFICE AND PRINT	05/31/16	527.72	MW	OH		
AP00350970	1765	FIDELITY NATIONAL TITLE COMPA	05/31/16	65.00	MW	OH		
AP00350971	51269	FITNESS THERAPY LLC	05/31/16	90.00	MW	OH		
AP00350972	46577RA	FORD, JOHN	05/31/16	481.86	MW	OH		
AP00350973	38987	FORENSIC ANALYTICAL LABORATOR	05/31/16	54.00	MW	OH		
AP00350974	49301	FRANK AND GROSSMAN	05/31/16	140.00	MW	OH		
AP00350975	44532	FREMOUW ENVIRONMENTAL SERVICE	05/31/16	540.85	MW	OH		
AP00350976	23110	GADDIS INCORPORATED	05/31/16	6,160.08	MW	OH		
AP00350977	17633	GAMEZ, JOHN	05/31/16	1,729.44	MW	OH		
AP00350978	51693R	GARCIA, JOEY	05/31/16	250.00	MW	OH		

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AP00350979	46371R	GIULIACCI, CHRISTOPHER	05/31/16	200.00	MW	OH		
AP00350980	36227	GOLDEN GATE TRUCK CENTER	05/31/16	73.52	MW	OH		
AP00350981	30509	GOODYEAR COMMERCIAL TIRE & SE	05/31/16	1,299.08	MW	OH		
AP00350982	31925	GOVCONNECTION INC	05/31/16	1,219.89	MW	OH		
AP00350983	18532	GOW SUPPLY COMPANY INC	05/31/16	93.05	MW	OH		
AP00350984	45109	GRAFIX SHOPPE	05/31/16	595.00	MW	OH		
AP00350985	1754	GRAINGER INC	05/31/16	2,792.02	MW	OH		
AP00350986	1571	GRANITE ROCK COMPANY	05/31/16	191.17	MW	OH		
AP00350987	50963R	GRUMLEY, JOHN	05/31/16	230.00	MW	OH		
AP00350988	2223	HACH COMPANY	05/31/16	374.42	MW	OH		
AP00350989	51694R	HALPIN, GARY	05/31/16	28.00	MW	OH		
AP00350990	3702	HARRINGTON INDUSTRIAL PLASTIC	05/31/16	195.83	MW	OH		
AP00350991	47707R	HART, SHANE	05/31/16	115.00	MW	OH		
AP00350992	35304R	HEPLER, SCOTT	05/31/16	115.00	MW	OH		
AP00350993	51695R	HERNANDEZ, ALICIA	05/31/16	250.00	MW	OH		
AP00350994	29488	HINES EDM INC	05/31/16	1,838.80	MW	OH		
AP00350995	26844	HOPKINS TECHNICAL PRODUCTS IN	05/31/16	81.18	MW	OH		
AP00350996	41818	HUNTINGTON COURT REPORTERS	05/31/16	167.52	MW	OH		
AP00350997	47482	ICC	05/31/16	2,013.65	MW	OH		
AP00350998	51696R	IGNACIO, MARK	05/31/16	250.00	MW	OH		
AP00350999	50666	INTERNATIONAL ASSOC OF ARSON	05/31/16	100.00	MW	OH		
AP00351000	1072	IRVINE & JACHENS INC	05/31/16	182.81	MW	OH		
AP00351001	51480	JACKSON P I SERVICES INC	05/31/16	1,000.00	MW	OH		
AP00351002	42008RA	JAVIER, GINA	05/31/16	194.94	MW	OH		
AP00351003	14416	JOHNSTONE SUPPLY	05/31/16	143.04	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00351004	7901	K 119 OF CALIFORNIA INC	05/31/16	140.57	MW	OH		
AP00351005	10255MED	KAISER FOUNDATION HEALTH PLAN	05/31/16	695.00	MW	OH		
AP00351006	51697R	KIENAST, LUPE	05/31/16	9.00	MW	OH		
AP00351007	39952R	KLIER, EDWARD	05/31/16	115.00	MW	OH		
AP00351008	33914	KOFFLER ELECTRICAL MECHANICAL	05/31/16	1,593.50	MW	OH		
AP00351009	19891	LA Z BOY FURNITURE GALLERIES	05/31/16	8,979.92	MW	OH		
AP00351010	34075	LAB SUPPORT	05/31/16	7,122.50	MW	OH		
AP00351011	34493A	LANLOGIC INC	05/31/16	2,429.54	MW	OH		
AP00351012	51698R	LAU, CONNIE	05/31/16	75.00	MW	OH		
AP00351013	48008LAW	LAW OFFICES OF BURKE WILLIAMS	05/31/16	3,953.00	MW	OH		
AP00351014	1148	LAWSON PRODUCTS INC	05/31/16	211.76	MW	OH		
AP00351015	33497	LEGACY MECHANICAL & ENERGY SE	05/31/16	4,722.14	MW	OH		
AP00351016	28164R	LEGASPI, GLORIA	05/31/16	34.10	MW	OH		
AP00351017	37641	LEXIPOL LLC	05/31/16	1,500.00	MW	OH		
AP00351018	51699R	LIANG, KELVIN	05/31/16	63.00	MW	OH		
AP00351019	47136	LIFE MOVES	05/31/16	5,439.24	MW	OH		
AP00351020	29220	LIGHTHOUSE, THE	05/31/16	397.35	MW	OH		
AP00351021	49874	LOU'S GLOVES INC	05/31/16	84.00	MW	OH		
AP00351022	51720R	LY, HUNG	05/31/16	154.70	MW	OH		
AP00351023	49037R	MACASPAC, MAY	05/31/16	250.00	MW	OH		
AP00351024	48495R	MANUGUID, EDWIN	05/31/16	250.00	MW	OH		
AP00351025	46864	MANZANARES, MATTHEW	05/31/16	144.00	MW	OH		
AP00351026	51606R	MARTINEZ, ARCELIA	05/31/16	250.00	MW	OH		
AP00351027	51736R	MATSUSHITA, SEIJI	05/31/16	417.17	MW	OH		
AP00351028	15393	MCMASTER CARR SUPPLY COMPANY	05/31/16	138.56	MW	OH		

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AP00351029	36891	MEDTOX LABORATORIES INC	05/31/16	397.45	MW	OH		
AP00351030	25805JPA	MENLO PARK FIRE PROTECTION DI	05/31/16	15,439.00	MW	OH		
AP00351031	23949	METRO MOBILE COMMUNICATIONS	05/31/16	773.58	MW	OH		
AP00351032	48672	METTLER TOLEDO RAININ LLC	05/31/16	286.67	MW	OH		
AP00351033	24775	MISSION VALLEY FORD TRUCK	05/31/16	42.56	MW	OH		
AP00351034	51721R	MOLYNEAUX, BENNETT	05/31/16	107.05	MW	OH		
AP00351035	42161R	MORGAN, JEFFREY	05/31/16	115.00	MW	OH		
AP00351036	43269LAW	MOSCONE EMBLIDGE & OTIS LLP	05/31/16	112.50	MW	OH		
AP00351037	15396	MOSS RUBBER & EQUIPMENT CORP	05/31/16	564.98	MW	OH		
AP00351038	51700R	MOUTON, JEROLD	05/31/16	250.00	MW	OH		
AP00351039	28919	MUNISERVICES LLC	05/31/16	2,535.58	MW	OH		
AP00351040	50872A	MV TRANSPORTATION INC	05/31/16	175,972.16	MW	OH		
AP00351041	41244	NETWORK INNOVATIONS US INC	05/31/16	1,132.34	MW	OH		
AP00351042	51701	NOR CAL VETERINARY EMERGENCY	05/31/16	219.83	MW	OH		
AP00351043	27071	NORTH PENINSULA DINING CENTER	05/31/16	30.00	MW	OH		
AP00351044	22864R	NYON, CRYSTAL	05/31/16	49.00	MW	OH		
AP00351045	47093	O'REILLY AUTOMOTIVE INC	05/31/16	4.91	MW	OH		
AP00351046	40765RJPA	ODLE, JOHN	05/31/16	163.15	MW	OH		
AP00351047	15337	OFFICE DEPOT	05/31/16	375.71	MW	OH		
AP00351048	42500	OFFICE DEPOT	05/31/16	1,763.66	MW	OH		
AP00351049	51702R	ONG, CESAR	05/31/16	124.00	MW	OH		
AP00351050	51703R	OUYANG, MEI SENG	05/31/16	49.00	MW	OH		
AP00351051	1216	PACIFIC GAS & ELECTRIC	05/31/16	103,115.31	MW	OH		
AP00351052	1216RDA	PACIFIC GAS & ELECTRIC	05/31/16	305.95	MW	OH		
AP00351053	48367R	PACIFIC ISLANDER COMMUNITY	05/31/16	330.00	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00351054	29252	PACIFIC PRODUCE INC	05/31/16	790.43	MW	OH		
AP00351055	48170R	PAYNE, ZACHARY	05/31/16	251.43	MW	OH		
AP00351056	20794	PELCO SALES & SERVICE INC	05/31/16	180.00	MW	OH		
AP00351057	51715RA	PENCHALA, SURENDER	05/31/16	237.50	MW	OH		
AP00351058	1936	PENINSULA PEACE OFFICERS ASSO	05/31/16	529.20	MW	OH		
AP00351059	29738	PENINSULA UNIFORMS & EQUIPMEN	05/31/16	505.56	MW	OH		
AP00351060	44334A	PENINSULA YELLOW CAB	05/31/16	591.20	MW	OH		
AP00351061	40804R	PERDOMO, BRUCE	05/31/16	115.00	MW	OH		
AP00351062	40408	PETERSON TRACTOR CO	05/31/16	50,575.44	MW	OH		
AP00351063	51704R	PINEDA, MARIA	05/31/16	250.00	MW	OH		
AP00351064	51714A	PLASTI-PRINT INC	05/31/16	501.40	MW	OH		
AP00351065	51722R	POCASANGRE, MONICA	05/31/16	150.00	MW	OH		
AP00351066	25817JPA	POINT MONTARA HALF MOON BAY F	05/31/16	7,959.00	MW	OH		
AP00351067	16440	PRAXAIR DISTRIBUTION INC	05/31/16	26.62	MW	OH		
AP00351068	14431	PRAXAIR INC	05/31/16	5,635.71	MW	OH		
AP00351069	38868A	PRECISE PRINTING & MAILING	05/31/16	2,412.48	MW	OH		
AP00351070	39043	PRO FORCE LAW ENFORCEMENT	05/31/16	2,145.81	MW	OH		
AP00351071	2364	PROJECT SENTINEL	05/31/16	1,913.13	MW	OH		
AP00351072	51526	PURETEC INDUSTRIAL WATER	05/31/16	720.47	MW	OH		
AP00351073	45083	PURSUIT NORTH	05/31/16	4,504.21	MW	OH		
AP00351074	1115	R & B COMPANY	05/31/16	5,512.80	MW	OH		
AP00351075	27398	R & S ERECTION NORTH PENINSUL	05/31/16	480.00	MW	OH		
AP00351076	12539	R A METAL PRODUCTS INC	05/31/16	580.35	MW	OH		
AP00351077	48668JPA	RAVNTECH CORPORATION	05/31/16	4,166.67	MW	OH		
AP00351078	1687	RED WING SHOE STORE	05/31/16	318.97	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00351079	41528	REDFLEX TRAFFIC SYSTEMS INC	05/31/16	22,080.00	MW	OH		
AP00351080	42223	RENAISSANCE ENTREPRENEUR CENT	05/31/16	14,624.71	MW	OH		
AP00351081	49145	ROCKWELL SOLUTIONS INC	05/31/16	48,500.04	MW	OH		
AP00351082	49240	RODAS, HERMES	05/31/16	240.00	MW	OH		
AP00351083	51723R	RODRIGUEZ, AUBREY	05/31/16	250.00	MW	OH		
AP00351084	32440	RYDIN DECAL	05/31/16	1,769.36	MW	OH		
AP00351085	37620	SABAH INTERNATIONAL INC	05/31/16	388.24	MW	OH		
AP00351086	51685	SAMBA PRODUCTIONS	05/31/16	385.00	MW	OH		
AP00351087	9880	SAN DIEGO POLICE EQUIPMENT	05/31/16	3,512.38	MW	OH		
AP00351088	9274	SAN FRANCISCO CHRONICLE, THE	05/31/16	139.10	MW	OH		
AP00351089	45136	SAN FRANCISCO DIESEL ELECTRIC	05/31/16	539.55	MW	OH		
AP00351090	51614	SAN MATEO CART SERVICE	05/31/16	750.00	MW	OH		
AP00351091	12544	SAN MATEO COUNTY CONTROLLERS	05/31/16	107,898.70	MW	OH		
AP00351092	13765	SAN MATEO COUNTY FIRE PREVENT	05/31/16	150.00	MW	OH		
AP00351093	43158JPA	SAN MATEO COUNTY FIRE COUNTY	05/31/16	15,288.00	MW	OH		
AP00351094	23819	SAN MATEO COUNTY SHERIFFS OFF	05/31/16	4,603.00	MW	OH		
AP00351095	35246	SAN MATEO COUNTY SHERIFFS OFF	05/31/16	4,720.00	MW	OH		
AP00351096	1790	SAN MATEO COUNTY TRANSIT DIST	05/31/16	46,187.10	MW	OH		
AP00351097	13987MED	SAN MATEO MEDICAL CENTER	05/31/16	4,200.00	MW	OH		
AP00351098	51705R	SANCHEZ, CELINA	05/31/16	250.00	MW	OH		
AP00351099	51724R	SANDOVAL, LUCILA	05/31/16	400.00	MW	OH		
AP00351100	51725R	SARMIENTO, JOANNA	05/31/16	250.00	MW	OH		
AP00351101	41719	SATWORX	05/31/16	491.56	MW	OH		
AP00351102	49441	SC FUELS	05/31/16	19,537.50	MW	OH		
AP00351103	41900R	SCHOLES, BRANDON	05/31/16	115.00	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00351104	34330	SEQUEIRA, LIONEL	05/31/16	200.00	MW	OH		
AP00351105	50026R	SERBIN, NOAH	05/31/16	115.00	MW	OH		
AP00351106	51726R	SF INTERNATIONAL HIGH SCHOOL	05/31/16	250.00	MW	OH		
AP00351107	51727R	SHAGALOV, LEONID	05/31/16	38.00	MW	OH		
AP00351108	2068	SHAPE PRODUCTS COMPANY	05/31/16	101.65	MW	OH		
AP00351109	46550R	SHELDON, STEVE	05/31/16	115.00	MW	OH		
AP00351110	23742	SHOE DEPOT INC	05/31/16	2,224.74	MW	OH		
AP00351111	49695	SHRED IT USA SAN FRANCISCO	05/31/16	408.47	MW	OH		
AP00351112	51728R	SHU, JULESEIN	05/31/16	75.00	MW	OH		
AP00351113	28917	SIERRA CHEMICAL COMPANY	05/31/16	363.44	MW	OH		
AP00351114	5258	SIGNET TESTING LAB INC	05/31/16	5,429.60	MW	OH		
AP00351115	51449	SIMPSON GUMPERTZ & HEGER INC	05/31/16	2,203.00	MW	OH		
AP00351116	38120	SOKOL, SARITA	05/31/16	94.50	MW	OH		
AP00351117	26862	SOUTH BAY REGIONAL PUBLIC SAF	05/31/16	250.00	MW	OH		
AP00351118	45961R	SPRADER, KOREY	05/31/16	115.00	MW	OH		
AP00351119	20534	ST FRANCIS ELECTRIC INC	05/31/16	1,744.00	MW	OH		
AP00351120	30131A	STAPLES CREDIT PLAN	05/31/16	220.19	MW	OH		
AP00351121	51688	STATE MILITARY DEPARTMENT	05/31/16	125.00	MW	OH		
AP00351122	3613	STATIONARY ENGINEERS LOCAL 39	05/31/16	1,345.16	MW	OH		
AP00351123	30507	STERICYCLE INC	05/31/16	555.60	MW	OH		
AP00351124	40900	STEVENS BAY AREA DIESEL SERVI	05/31/16	973.09	MW	OH		
AP00351125	31744R	STEVENSON, JULIA	05/31/16	9.00	MW	OH		
AP00351126	11936R	STRATTON, COLE	05/31/16	3,329.74	MW	OH		
AP00351127	51439	SWEET DELIGHT BAKERY	05/31/16	46.25	MW	OH		
AP00351128	1953	SWEETLAND, PATRICK	05/31/16	245.60	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00351129	29237	SYNAGRO WEST LLC	05/31/16	15,430.34	MW	OH		
AP00351130	22615R	TAN, DENNIS	05/31/16	10.09	MW	OH		
AP00351131	39843R	TAYLOR, LUCAS	05/31/16	115.00	MW	OH		
AP00351132	2798	TEAMSTERS LOCAL 856	05/31/16	4,254.00	MW	OH		
AP00351133	13852	TELECOMMUNICATIONS ENGINEERIN	05/31/16	5,058.90	MW	OH		
AP00351134	42970JPA	TELECOMMUNICATIONS ENGINEERIN	05/31/16	14,780.00	MW	OH		
AP00351135	1201	THOMSON REUTERS WEST	05/31/16	1,943.85	MW	OH		
AP00351136	51729	TOP SOIL PRODUCTS INC	05/31/16	294.30	MW	OH		
AP00351137	51730R	TOTAH, DIANE	05/31/16	203.00	MW	OH		
AP00351138	49543	TRB AND ASSOCIATES INC	05/31/16	1,786.28	MW	OH		
AP00351139	4675	TURF & INDUSTRIAL EQUIPMENT C	05/31/16	683.94	MW	OH		
AP00351140	48168	TURNER RISK CONSULTING INC	05/31/16	10,900.00	MW	OH		
AP00351141	25311	TYCO INTEGRATED SECURITY LLC	05/31/16	321.54	MW	OH		
AP00351142	32422	UNION BANK	05/31/16	2,559.00	MW	OH		
AP00351143	28123	UNITED RENTALS NORTH AMERICA	05/31/16	2,550.60	MW	OH		
AP00351144	46654	UNITED STATES PLASTIC CORP	05/31/16	229.50	MW	OH		
AP00351145	32209	UNIVAR USA INC	05/31/16	5,386.77	MW	OH		
AP00351146	46998	UTILITY TELECOM GROUP LLC	05/31/16	455.26	MW	OH		
AP00351147	30602	VANGUARD CLEANING SYSTEMS INC	05/31/16	2,125.00	MW	OH		
AP00351148	38922	VANTAGEPOINT TRANSFER AGENTS-	05/31/16	46,068.81	MW	OH		
AP00351149	51731R	VIDES, CARLOS	05/31/16	55.52	MW	OH		
AP00351150	51732R	VONG, JAMES	05/31/16	48.00	MW	OH		
AP00351151	50235	VULCAN CONSTRUCTION MATERIALS	05/31/16	295.50	MW	OH		
AP00351152	1579	VWR INTERNATIONAL LLC	05/31/16	1,246.21	MW	OH		
AP00351153	36355	WASTEWATER SOLUTIONS INC	05/31/16	4,689.97	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00351154	46857	WATER INDUSTRY TRAINING SPECI	05/31/16	3,600.00	MW	OH		
AP00351155	50485	WAVE	05/31/16	166.56	MW	OH		
AP00351156	39237	WEST COAST CODE CONSULTANTS I	05/31/16	7,544.47	MW	OH		
AP00351157	45970	WEST COAST RUBBER RECYCLING I	05/31/16	112.20	MW	OH		
AP00351158	29517	WEST LITE SUPPLY COMPANY INC	05/31/16	919.31	MW	OH		
AP00351159	1095	WESTLAKE TOUCHLESS CAR WASH &	05/31/16	406.00	MW	OH		
AP00351160	48425MED	WILLIAM J FEISTER PH D	05/31/16	350.00	MW	OH		
AP00351161	51716RA	WILLIAMS, JIM	05/31/16	75.00	MW	OH		
AP00351162	51706R	WONG, CHAPMAN	05/31/16	24.16	MW	OH		
AP00351163	47895R	WONG, LINDA	05/31/16	68.00	MW	OH		
AP00351164	49891R	WONG, STANLEY	05/31/16	132.01	MW	OH		
AP00351165	51707R	WONG, WILLIAM	05/31/16	143.00	MW	OH		
AP00351166	18388JPA	WOODSIDE FIRE PROTECTION DIST	05/31/16	10,860.00	MW	OH		
AP00351167	51733R	ZAYO GROUP LLC	05/31/16	1,000.00	MW	OH		

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	1,290,008.35	Number of Checks Processed:	339
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0
G R A N D T O T A L	1,290,008.35		

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Notice of Lien and Special Assessment to Real Property

Recommended Action

It is recommended that the City Council approve the Notice of Lien and Special Assessment to Real Property for properties included in the Attachment with the County of San Mateo for all unpaid Business License Rental Property taxes and penalties.

Background

On June 25, 2012 the City Council entered into an agreement with the County of San Mateo to impose lien assessments on real property for unpaid Business License rental property taxes. This agreement was approved by Resolution No.12-99. Daly City Municipal Code, Chapter 5.16.050 requires that all commercial and residential rental property paid a license tax based on the gross rental income collected.

Discussion

On May 23, 2016, Notices of Intent to Lien Real Property were mailed to past due and unresponsive property owners included in the Attachment. This Notice provided the property owners the opportunity to clear the possible lien and validate the information provided by the County of San Mateo. All unpaid taxes will be assessed on the upcoming Fiscal Year 2016/17 property tax bill.

Fiscal Impact

In the current Fiscal Year 2015/16, projected revenue collection of unpaid Business License Rental Property tax from the County of San Mateo is approximately $250,000. Collection for Fiscal Year 2016/17 will be determined based on rental property history and current market rental value.

Summary/Conclusion

Staff recommends the City Council approve the Notice of Lien and Special Assessment to Real Property for properties listed in the Attachment.

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

Respectfully submitted,

Lawrence Chiu

Lawrence Chiu
Director of Finance and Administrative Services

Attachments

	Rental Property Address	License No.	Company Name	Mailing Addess	City	State	Zip
1	76 HILL	LIC-8-15-28057	A FERRARI, M RUD, M BERGAMASCHI	229 WOODBRIDGE CIR	SAN MATEO	CA	94403
2	78 HILL	LIC-8-15-28057	A FERRARI, M RUD, M BERGAMASCHI	229 WOODBRIDGE CIR	SAN MATEO	CA	94403
3	80 HILL	LIC-8-15-28057	A FERRARI, M RUD, M BERGAMASCHI	229 WOODBRIDGE CIR	SAN MATEO	CA	94403
4	82 HILL	LIC-8-15-28057	A FERRARI, M RUD, M BERGAMASCHI	229 WOODBRIDGE CIR	SAN MATEO	CA	94403
5	28 HEATH	LIC-8-11-2965	ABC LIM INVESTMENTS LLC	67 CAMELOT CT	DALY CITY	CA	94015
6	996 GELLERT	LIC-8-11-2965	ABC LIM INVESTMENTS LLC	67 CAMELOT CT	DALY CITY	CA	94015
7	270 POLARIS	LIC-1-14-17522	ABUYEN, BRIGIDA	542 41ST AVE	SAN FRANCISCO	CA	94121
8	42 GARIBALDI	LIC-1-13-11740	ADELANTAR, MERLITA	42 GARIBALDI ST	DALY CITY	CA	94014
9	621 LISBON	LIC-1-13-11746	AGTARAP, JOSE & EVELYN	6650 CHALK HILL LN	VALLEJO	CA	94591
10	89 HAMPSHIRE	LIC-10-14-22975	ALAM, SARFRAZ	8414 DANDELION DR	ELK GROVE	CA	95624
11	144 W MOLTKE	301717	ALCAIRE	5049 CARRIAGE DR	EL SOBRANTE	CA	94803
12	420 LAUSANNE	301717	ALCAIRE	5049 CARRIAGE DR	EL SOBRANTE	CA	94803
13	6654 MISSION	302640	ALVITES, WILBER W.	938 COMMERCIAL AVE	SO SAN FRANCISCO	CA	94080
14	206 SAINT FRANCIS	LIC-1-14-17526	AMANTE RENEL & KATHE T	5843 KINGSMILL TER	DUBLIN	CA	94568
15	75 WERNER	301943	ANDERSON, JOHN D.	10733 A HORN CIR	SOCORRO	TX	79927
16	273 GLENWOOD	LIC-5-14-18765	ANGELAKIS, ANNA MARIA K.	3126 CORTE CALETA	NEWPORT BEACH	CA	92660
17	698 CLARINADA	302629	APELIN, FLORENTINO & HYDIE LM	32707 FOWLER CT	UNION CITY	CA	94587
18	79 RIDGEFIELD	LIC-5-15-24247	ARAGON, EMMANUEL	79 RIDGEFIELD AVE	DALY CITY	CA	94015
19	16 LYCETT	LIC-1-14-17532	BABIERA, GLORIA	98 LYCETT CIR	DALY CITY	CA	94015
20	272 WYANDOTTE AVE	DLY151597086	BANH ERICA MEI	2587 46TH AVE	SAN FRANCISCO	CA	94116
21	95 WAVECREST DR	DLY151597080	BARTLEY MARLENE F	9785 S 143RD W	MIAMI	FL	33176
22	431 RIO VERDE ST	DLY151597073	BASCONCILLO ED ERLINDA DAVID C	426 ACCACIA ST	DALY CITY	CA	94014
23	650 HIGATE DR	DLY151597072	BASUINO HANNAH L	4226 TREGO MOUNTAIN R	KEEDYSVILLE	MD	21756
24	12 WESTLAKE	301750	BATTAGLIA, RICHARD & JEWEL E A	371 VALENCIA DR	SO SAN FRANCISCO	CA	94080
25	6798 MISSION	301750	BATTAGLIA, RICHARD & JEWEL E A	371 VALENCIA DR	SO SAN FRANCISCO	CA	94080
26	28 JACQUELINE CT	DLY151597087	BAYOT ROLANDO PEARL	5480 OLD SCHOOL RD	PLEASANTON	CA	94588
27	4137 CALLAN	LIC-1-13-11752	BELENSON, ARSENIO & ELMA	4137 CALLAN BLVD	DALY CITY	CA	94015
28	679 SOUTHGATE AVE	DLY151623764	BIAGIOTTI JOHN	485 WOODSIDE RD 311	REDWOOD CITY	CA	94061
29	25 GARWOOD	LIC-1-15-23415	BORROMEO, VICTOR A	5557 CELEBRATION ST	SACRAMENTO	CA	95835
30	215 DEL PRADO DR	DLY151597657	BOTTA BARBARA A	1404 ST KITTS LN	FOSTER CITY	CA	94404
31	255 GAMBETTA	LIC-1-13-11759	BRUCE, EVELYN	2831 SOMERSET DR 201	FT LAUDERDALE	FL	33311
32	30 ALPINE	301781	BRUMMELL, SHIRLEY	2352 YULUPA AVE	SANTA ROSA	CA	95405
33	56 PARKWOOD DR	DLY151623774	BUCHANAN RONELL CARRILLO MARIA	2226 BRENT DR	MARYSVILLE	CA	95901
34	43 SKYLINE DR	DLY151623748	BULMER PHYLLIS	973 VIA CANDELLA	NEWBURY PARK	CA	91320
35	247 DENNIS DR	DLY151597705	BURNS JEANNE M	150 INVERNESS DR	SAN FRANCISCO	CA	94132
36	170 CANTERBURY AVE	DLY151597751	BYRNE KENNETH	540 ORANGE AVE	SOUTH SAN FRANCISCO	CA	94080
37	8 NELSON CT	DLY151623775	CABILES ERICK V LORENA P	1719 VERANO WAY	BELMONT	CA	94002
38	20 MARSHALL	LIC-1-14-17544	CABRAL, ENRIQUE P. JR	3708 ROCKY SHORE DR	VALLEJO	CA	94591
39	661 VILLA	LIC-1-13-11760	CACERES, PEDRO & IVETTE	P O BOX 40952	SAN FRANCISCO	CA	94140
40	7 MORTON DR	DLY151597722	CAI WAYNE	40 SAINT MARKS CT	DALY CITY	CA	94015
41	627 TEMPLETON	302849	CAMPOS, EDGARDO	627 TEMPLETON AVE	DALY CITY	CA	94014
42	357 WESTLAKE	LIC-2-12-6808	CAMPOS, SANTOS ERNESTO	58 ORIENTE ST	DALY CITY	CA	94014
43	67 BELLEVUE	302863	CANDILA, LYDIA	3364 SHASTA DR	SAN MATEO	CA	94403
44	251 SERRAVISTA	LIC-1-14-17547	CARRASCO, TAYLOR	4612 VICTORIA AVE	FREMONT	CA	94538
45	335 NORTHAVEN	302499	CARRERA, BERNARDO	944 FOOTHILL DR	DALY CITY	CA	94015

	Rental Property Address	License No.	Company Name	Mailing Addess	City	State	Zip
46	625 ABBOT	302950	CASTRO, EDITH JUNE	145 PORT ROYAL AVE	FOSTER CITY	CA	94404
47	627 ABBOT	302950	CASTRO, EDITH JUNE	145 PORT ROYAL AVE	FOSTER CITY	CA	94404
48	3171 GENEVA	LIC-10-14-22971	CASTRO, OSCAR G	1545 CANNA CT	MOUNTAIN VIEW	CA	94043
49	2501 GENEVA	302160	CHAN, KON HUNG/TERRY	2501 GENEVA AVE	DALY CITY	CA	94014
50	444 CITRUS	LIC-1-15-23416	CHANG, JOSEPH	448 CITRUS AVE	DALY CITY	CA	94014
51	6077 MISSION	LIC-6-12-7465	CHAU MISSION LLC	4215 LITTLEWORTH WAY	SAN JOSE	CA	95135
52	431 FORD ST	DLY151597662	CHEN FENG YI	2673 MARTINEZ DR	BURLINGAME	CA	94010
53	50 BALDWIN	LIC-4-11-2425	CHEN, RU	1157 BLYTHE ST	FOSTER CITY	CA	94404
54	344 WINCHESTER ST	DLY151597734	CHENG FRANKIE WEN	2152 PACIFIC AVE	ALAMEDA	CA	94501
55	305 2ND AVE	DLY151597756	CHENG LU SI	1355 33RD AVE	SAN FRANCISCO	CA	94112
56	96 OLCESE	LIC-1-13-11765	CHHOKAR, HARJIT & SONIA	96 OLCESE CT	DALY CITY	CA	94015
57	180 SIMPSON DR	DLY151623750	CHIN HENRY J	288 DENNIS DR	DALY CITY	CA	94015
58	176 W MOLTKE	302648	CHOU, PETER & MARY	115 FLYING CLOUD	FOSTER CITY	CA	94404
59	4438 CALLAN BLVD	DLY151597748	CHOW RONALD	616 CARRIBEAN WAY	SAN MATEO	CA	94402
60	24 GLENBROOK AVE	DLY151630756	CHRISTIANA TRUST	1661 WORTHINGTON RD	WEST PALM BEACH	FL	33409
61	55 LAUSANNE	300838	CONWAY, FE CAPANGPANGAN	255 ALVARADO ST	BRISBANE	CA	94005
62	57 LAUSANNE	300838	CONWAY, FE CAPANGPANGAN	255 ALVARADO ST	BRISBANE	CA	94005
63	59 LAUSANNE	300838	CONWAY, FE CAPANGPANGAN	255 ALVARADO ST	BRISBANE	CA	94005
64	94 MARSHALL	301514	CORDEN, GEORGE & DOMINGA	624 SPAR DR	REDWOOD CITY	CA	94065
65	495 BELLEVUE	LIC-11-12-11492	CURIEL, BLANCA	227 CARMELO LN	SO SAN FRANCISCO	CA	94080
66	840 TEMPLETON	302738	DACUMOS, GRACIANO & ELIZABETH	8272 BARRYMAN CT	SACRAMENTO	CA	95829
67	61 MARGATE	LIC-1-14-17583	DACUMOS, HORADO	1239 FERNSIDE DR	REDWOOD CITY	CA	94061
68	57 LAKE VISTA	302228	DANIEL J. MORIARTY & ELAINE M. TRS	16 BOLINAS AVE	SAN ANSELMO	CA	94960
69	89 FAIRLAWN	302228	DANIEL J. MORIARTY & ELAINE M. TRS	16 BOLINAS AVE	SAN ANSELMO	CA	94960
70	6400 MISSION	302156	DAVID, STEVEN M.	80 FAIRWAY DR	SAN RAFAEL	CA	94901
71	34 LAKEWOOD	LIC-1-14-17594	DAVIS, BERNA	9 KNOLL VISTA	ATHERTON	CA	94027
72	357 SAN DIEGO	302658	DE ROSAS, NEMESIO	33 SANTA ANA AVE	DALY CITY	CA	94015
73	71 WESTHAVEN	302644	DEA, WILLIE & CATHY	427 LAKESHORE DR	SAN FRANCISCO	CA	94132
74	71 CRESTVIEW	301172	DEBRA LUNARDINI & CARMEN LUNARDINI TRUST	501 PT LOBOS AVE	SAN FRANCISCO	CA	94121
75	108 WILSHIRE AVE	DLY151597731	DEER STEVEN L LILY S	1121 LAKE ST	MILLBRAE	CA	94030
76	659 LISBON	302949	DEERING, ERNESTINA	249 SANTA CLARA ST	BRISBANE	CA	94005
77	661 LISBON	302949	DEERING, ERNESTINA	249 SANTA CLARA ST	BRISBANE	CA	94005
78	306 MICHELLE	LIC-1-14-17595	DEFARIA CEIDE ALMEIDA	290 CANYON DR	DALY CITY	CA	94015
79	56 HILL	301744	DEL GRANDE, ALDO	829 MILLER AVE	SO SAN FRANCISCO	CA	94080
80	58 HILL	301744	DEL GRANDE, ALDO	829 MILLER AVE	SO SAN FRANCISCO	CA	94080
81	454 FLORENCE	LIC-11-12-11414	DEL ROSARIO, EMMA	3217 BREAKER CT	VALLEJO	CA	94591
82	4264 CALLAN	LIC-1-14-17596	DELA CRUZ, LEANDRO	174 WESTPORT LN	VALLEJO	CA	94591
83	674 SKYLINE	302660	DELA CRUZ, LORENZO & ARACELI	867 HAWTHORNE DR	RODEO	CA	94572
84	31 HILLSDALE	LIC-1-14-17598	DELUCCHI, JOSEPH	1909 BISHOP RD	BELMONT	CA	94002
85	71 FAIRVIEW	LIC-1-14-17600	DEYTO, JOHN	3434 DOWNING AVE	GLENDALE	CA	91208
86	189 BELLEVUE	302700	DIAO, EDUARDO	189 BELLEVUE AVE	DALY CITY	CA	94014
87	6817 MISSION	302700	DIAO, EDUARDO	189 BELLEVUE AVE	DALY CITY	CA	94014
88	109 CHESTER	301947	DINDRAL, LACHMAN & AMAR	586 KEELSON CR	REDWOOD CITY	CA	94065

	Rental Property Address	License No.	Company Name	Mailing Addess	City	State	Zip
89	111 CHESTER	301947	DINDRAL, LACHMAN & AMAR	586 KEELSON CR	REDWOOD CITY	CA	94065
90	140 BYRNE	301947	DINDRAL, LACHMAN & AMAR	586 KEELSON CR	REDWOOD CITY	CA	94065
91	142 BYRNE	301947	DINDRAL, LACHMAN & AMAR	586 KEELSON CR	REDWOOD CITY	CA	94065
92	763 TEMPLETON	302942	ELLIS, HAZEL L.	765 TEMPLETON AVE	DALY CITY	CA	94014
93	74 ALTA VISTA	LIC-3-15-23743	ENTRUST GROUP	296 LIBERTY ST	SAN FRANCISCO	CA	94114
94	583 ST FRANCIS	LIC-1-15-23417	ESPINUEVA, JOSEPH	724 SOUTHGATE AVE	DALY CITY	CA	94015
95	328 HIGATE	302954	FELDMAN, ALEX	46 W 4th AVE #105	SAN MATEO	CA	94402
96	4331 CALLAN	LIC-8-12-10883	FERNANDEZ, GERRY C.	433 MARIPOSA DR	SO SAN FRANCISCO	CA	94080
97	362 TEMPLETON AVE	DLY151630693	FLORES CELSO ROMO	925 SILLIMAN ST	SAN FRANCISCO	CA	94134
98	176 TALLWOOD	302970	FLORES, PANFILO & IRENE	176 TALLWOOD DR	DALY CITY	CA	94014
99	881 SKYLINE	302970	FLORES, PANFILO & IRENE	176 TALLWOOD DR	DALY CITY	CA	94014
100	883 SKYLINE	302970	FLORES, PANFILO & IRENE	176 TALLWOOD DR	DALY CITY	CA	94014
101	790 HANOVER	LIC-10-12-11267	FONG, JASON	1109 TENNESSEE ST	SAN FRANCISCO	CA	94107
102	886 NO MAYFAIR	LIC-8-13-16465	FONG, LOUISE	1615 24TH AVE	SAN FRANCISCO	CA	94122
103	300 CITRUS	LIC-1-13-11790	FRANKLIN, RITA	1362 HOLMAN RD	OAKLAND	CA	94610
104	57 FRANKFORT	LIC-1-13-11790	FRANKLIN, RITA	1362 HOLMAN RD	OAKLAND	CA	94610
105	737 GELLERT	LIC-1-14-17633	FUNG, DICKSON	PO BOX 297	PACIFIC GROVE	CA	93950
106	53 MUIRWOOD	LIC-7-13-15902	GARCIA, EDNA	7 CONCORD ST	SAN FRANCISCO	CA	94112
107	412 CHESTER ST	DLY151627500	GARDNER GAIL	554 ATLANTA ST	DALY CITY	CA	94014
108	194 HUNTINGTON	301552	GEIS, GARY & JOAN	5004 PALMETTO AVE	PACIFICA	CA	94044
109	88 WESTLINE DR	DLY151630775	GLZ MGMT LLC	1709 TENNESSEE ST	SAN FRANCISCO	CA	94124
110	135 FLOURNOY	LIC-1-13-11793	GOMEZ, ALBERT J	40 CINNAMON CT	HILLSBOROUGH	CA	94010
111	458 MIRIAM	LIC-1-13-11793	GOMEZ, ALBERT J	40 CINNAMON CT	HILLSBOROUGH	CA	94010
112	668 ABBOT	302223	GOMEZ, FELIX & ELOISA	888 LAUSANNE AVE	DALY CITY	CA	94014
113	670 ABBOT	302223	GOMEZ, FELIX & ELOISA	888 LAUSANNE AVE	DALY CITY	CA	94014
114	7080 MISSION	LIC-5-11-2489	GONZALES GENEVA TR (FORMERLY 7080 MISSION	7080 MISSION ST	DALY CITY	CA	94014
115	82 OCEANSIDE DR	DLY151630717	GONZALES REYNALDO MARIA	82 OCEANSIDE DR	DALY CITY	CA	94015
116	373 PEORIA	301070	GONZALEZ, HECTOR A. & RENY V.	36 ROYCE WAY	DALY CITY	CA	94014
117	343 WOODROW	302404	GOODFIELD, ILZE	347 WOODROW ST	DALY CITY	CA	94014
118	3317 SAN JOSE	LIC-1-14-17644	GREENE, SUSAN	PO BOX 1306	CRYSTAL BAY	NV	89402
119	362 SKYLINE DR	DLY151597742	GROSCH BEVERLY B	136 DUNSMIR WAY	MENLO PARK	CA	94025
120	49 ROCKFORD	LIC-1-14-17647	HALLYBURTON, DAVID	280 N PARKVIEW AVE	DALY CITY	CA	94014
121	220 PRICE	302828	HANSBERG, WILLIAM	163 CRESTMOOR CIR	PACIFICA	CA	94044
122	224 PRICE	302828	HANSBERG, WILLIAM	163 CRESTMOOR CIR	PACIFICA	CA	94044
123	1095 S MAYFAIR	LIC-1-14-17649	HARDSTONE, PAUL & ANTOINETTE	115 ELDERWOOD DR	PLEASANT HILL	CA	94523
124	611 S MAYFAIR	302553	HAYASHI, WILLIAM L. & MOONJA	35642 GLEASON LN	FREMONT	CA	94536
125	372 ARDENDALE	LIC-1-14-17657	HAYNES, STEVEN ALLEN	145 WESTLAKE AVE	DALY CITY	CA	94014
126	234 DEL PRADO	LIC-6-14-20782	HE, YING	91 WILLITS ST	DALY CITY	CA	94014
127	19 GARIBALDI	LIC-1-13-11810	HERNANDEZ, JOSE LUIS & LUIS M & ESTHER	19 GARIBALDI ST	DALY CITY	CA	94014
128	69 BELLEVUE	LIC-1-13-11810	HERNANDEZ, JOSE LUIS & LUIS M & ESTHER	19 GARIBALDI ST	DALY CITY	CA	94014
129	6115 MISSION	LIC-5-14-18474	HILL-TUCKER, LLC	6115 MISSION ST	DALY CITY	CA	94014
130	631 S MAYFAIR AVE	DLY151597680	HO FRED CHI HUNG	8 VIEWCREST CIR	SOUTH SAN FRANCISCO	CA	94080
131	321 PEORIA	LIC-1-14-17660	HO, KINGMAN	700 25TH AVE	SAN FRANCISCO	CA	94121
132	375 ST. FRANCIS	LIC-6-14-19381	HO, KYIN SOON & LIANG, HUEI CHUN	375 ST. FRANCIS BLVD	DALY CITY	CA	94015
133	29 PINEHAVEN	302513	HOGAN FAMILY TRUST	1150 LOMBARD ST 18	SAN FRANCISCO	CA	94109

	Rental Property Address	License No.	Company Name	Mailing Addess	City	State	Zip
134	509 HANOVER	LIC-7-15-27789	HUANG, YAN FEN	P O BOX 471784	SAN FRANCISCO	CA	94147
135	138 MACDONALD	LIC-3-15-23864	HUANG, YAN QUN	138 MACDONALD AVE	DALY CITY	CA	94014
136	94 90TH	LIC-3-11-2238	HUEY, MARGARET HO	3660 TARAVAL ST 4	SAN FRANCISCO	CA	94116
137	251 WINCHESTER	302344	HUI, KIT M.	1106 LOST TRAIL DR	PLUMAS LAKE	CA	95961
138	71 ACTON	302344	HUI, KIT M.	1106 LOST TRAIL DR	PLUMAS LAKE	CA	95961
139	400 LAKESHIRE	LIC-1-15-23418	IBRAHIM, SAM	178 VALENCIA ST	SAN FRANCISCO	CA	94103
140	484 SAINT FRANCIS	LIC-1-13-11816	JALLORINA, WALLY A	484 ST FRANCIS BLVD	DALY CITY	CA	94015
141	562 CROCKER AVE	DLY151597684	JAMIESON LAURA L	524 29TH AVE	SAN FRANCISCO	CA	94121
142	789 HILLSIDE	LIC-1-14-17670	JAVIER GEORGE	8116 CORKY CT	JACKSONVILLE	FL	32244
143	212 THIERS	LIC-1-14-17669	JAVIER-CACERES, PENELOPE	2550 BANTRY LN	SOUTH SAN FRANCISCO	CA	94080
144	280 MIRIAM	302397	JENSEN, KENNETH A.	3357 ASHBOURNE CR	SAN RAMON	CA	94583
145	160 3RD AVE	DLY151627496	JIANG BARBARA	300 CASTENADA DR	MILLBRAE	CA	94030
146	162 3RD AVE	DLY151627491	JIANG BARBARA	300 CASTENADA DR	MILLBRAE	CA	94030
147	219 FRANKFORT	LIC-2-13-12206	JONE, DAVID & SANDY	201 SHORELINE DR #219	ALAMEDA	CA	94501
148	15 WESTMONT	302314	JUAN, MAGDALENA & MANUEL	61 OAKMONT DR	DALY CITY	CA	94015
149	230 CANYON	LIC-4-14-18366	K AND L ENTERPRISE	2 CYPRESS CT	MILLBRAE	CA	94030
150	198 NORTHGATE AVE	DLY151597676	KERGER RUSSELL E	4678 FAIRWAY DR	ROHNERT PARK	CA	94928
151	221 S PARKVIEW	302555	KHAN, ANWAR H.	2100 PINECREST DR	SAN BRUNO	CA	94066
152	249 MORTON	LIC-1-14-17580	KIRKPATRICK, LORRAINE & JOEL	109 ORTALON CIR	SANTA CRUZ	CA	95060
153	340 RIO VERDE ST	DLY151597666	KO SAM FRANCESCA	561 MONTICELLO TER	FREMONT	CA	94539
154	674 ABBOT	LIC-1-13-11818	KOFF, CHRISTOPHER D	674 ABBOTT AVE	DALY CITY	CA	94014
155	197 ST MICHAELS	302956	KONG, TOD & MARIE	PO BOX 659	HOPLAND	CA	95449
156	128 SCHOOL	301064	KOTTA, FREDERICK & DIANE	2681 CHABOT DR	SAN BRUNO	CA	94066
157	17 WESTDALE	LIC-3-15-23852	KUANG, LU	PO BOX 3373	DALY CITY	CA	94015
158	269 CANTERBURY	LIC-1-14-17675	KUBOVCIK, GERALD & ANDREA	54 ANTIOCH DR	SAN MATEO	CA	94403
159	260 ESTELLE LN	DLY151597660	LACAP ANTANCIO M	373 3RD AVE	DALY CITY	CA	94014
160	284 SAN FERNANDO WAY	DLY151597766	LAM SAM MAN	94 PORTOLA AVE	DALY CITY	CA	94015
161	114 WILSHIRE	301959	LAU WAH CHACK TR	747 32ND AVE	SAN FRANCISCO	CA	94121
162	272 TEMPLETON	LIC-1-15-23419	LEDUNA, ALICIA MILAGROS B	672 MYRTLE AVE	SOUTH SAN FRANCISCO	CA	94080
163	1125 HANOVER	LIC-1-14-17683	LEE, BENJAMIN	3145 GEARY BLVD 461	SAN FRANCISCO	CA	94118
164	580 LISBON	301107	LEE, HOLDEN CHEW G. & DONNA S.	477 41ST AVE	SAN FRANCISCO	CA	94121
165	100 HUNTINGTON	301266	LEE, LIEN CHING	9112 LAZY HILL CIR	LAS VEGAS	NV	89117
166	43 ROCKRIDGE	LIC-1-13-11831	LEE, PUI CHEE C CHIU	43 ROCKRIDGE AVE	DALY CITY	CA	94015
167	70 WESTPARK	LIC-11-11-6426	LEE, WESLEY	422 LAWTON	SAN FRANCISCO	CA	94122
168	763 GELLERT	LIC-11-11-6426	LEE, WESLEY	422 LAWTON	SAN FRANCISCO	CA	94122
169	674 HANOVER ST	DLY151598932	LEI LINDA YIN KUAN	1345 TAYLOR ST UNIT 15	SAN FRANCISCO	CA	94108
170	130 E MOLTKE	LIC-1-14-17713	LEMKE, LESLIE	111 N ELLSWORTH AVE	SAN MATEO	CA	94401
171	4555 CALLAN	LIC-1-14-17717	LEUNG, ROSSANA	PO BOX 117333	BURLINGAME	CA	94011
172	2950 GENEVA	302909	LEUNG, STEVEN	453 RAYMOND AVE	SAN FRANCISCO	CA	94134
173	2952 GENEVA	302909	LEUNG, STEVEN	453 RAYMOND AVE	SAN FRANCISCO	CA	94134
174	2954 GENEVA	302909	LEUNG, STEVEN	453 RAYMOND AVE	SAN FRANCISCO	CA	94134
175	820 KING DR	DLY151598991	LEWIS BRYAN M	281 W 40TH AVE	SAN MATEO	CA	94403
176	175 CAMELIA	LIC-1-13-11838	LI, FENG YU	1900 22ND AVE	SAN FRANCISCO	CA	94116
177	539 SAN DIEGO	LIC-1-15-23420	LIANG, HONG LE	1711 WINSTON ST	SAN JOSE	CA	95131

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178	869 NIANTIC	LIC-2-14-17723	LIPPMAN, THOMAS N.	263 HUMBOLDT RD	BRISBANE	CA	94005
179	1 VELASCO	LIC-2-14-17724	LIU AI HUAN & JI HUI	1 VELASCO AVE	DALY CITY	CA	94014
180	1351 S MAYFAIR	LIC-2-14-17725	LIU JENNY LIU	3424 WAWONA ST	SAN FRANCISCO	CA	94116
181	435 WESTMOOR	LIC-6-11-2588	LIU, JIALI	435 WESTMOOR AVE	DALY CITY	CA	94015
182	75 HYDE #3	302862	LOWE & YEP	570 37TH AVE	SAN FRANCISCO	CA	94121
183	33 S PARKVIEW	LIC-1-13-11844	LOZANO, CHARLEMAINE	33 S PARKVIEW AVE	DALY CITY	CA	94014
184	97 LONGVIEW DR	DLY151630736	LU YU ZHEN	347 CAMPBELL AVE	SAN FRANCISCO	CA	94134
185	28 FRANKFORT	302194	MACABABBAD, GLORINA R.	101 GREEN AVE	SO SAN FRANCISCO	CA	94080
186	59 FAIRVIEW	LIC-1-13-11845	MACABENTA, JESUS	662 CARLOTTA CIR	PINOLE	CA	94564
187	110 LYCETT	LIC-2-14-17733	MACABEO, CONSTANTE E.	1553 15TH AVE	SAN FRANCISCO	CA	94122
188	671 ST FRANCIS	LIC-1-15-23422	MADAMBA, ROMIL & EMILY TRS	671 - ST FRANCIS BLVD -	DALY CITY	CA	94015
189	246 RIO VERDE	LIC-1-13-11847	MARTINEZ, MARY & REUBEN	246 RIO VERDE ST	DALY CITY	CA	94014
190	23 WESTLINE DR	DLY151599059	MCDOW ALEX	2 BROOKS PL	PACIFICA	CA	94044
191	175 E VISTA	LIC-2-14-17740	MCKENNA, ALLEN S	PO BOX 243	RIO NIDO	CA	95471
192	86 PALISADES	302565	MCKOY, JAMES	94-326 PAUWALA PL	MILILANI	HI	96789
193	36 FAIRWAY	LIC-2-14-17743	MCMAHON, RUTH	13531 BURKE RD	LOS ALTOS HILLS	CA	94022
194	59 CROCKER	302762	MEDINA, ALMA M.	315 ABBOT AVE	DALY CITY	CA	94014
195	61 CROCKER	302762	MEDINA, ALMA M.	315 ABBOT AVE	DALY CITY	CA	94014
196	4211 CALLAN	LIC-2-14-17745	MERRITT, ROSALIND	8412 BENEVENTE CT	VALLEJO	CA	94591
197	423 NIANTIC	LIC-3-15-23656	MGC INVESTMENTS LP	335 E ALBERTONI ST 200-(	CARSON	CA	90746
198	667 VILLA	302858	MILLER, SAMUEL	2339 THIRD ST 8	SAN FRANCISCO	CA	94107
199	673 LISBON	LIC-1-13-11849	MIRANDA, RONALDO & ALODIA	673 LISBON ST	DALY CITY	CA	94014
200	44 ST JAMES	LIC-1-14-17607	MOON, SUNHEE	935 OREGON AVE	PALO ALTO	CA	94303
201	125 CHESTER	LIC-1-13-11851	MORA, MARIO & VERONICA	125 CHESTER ST	DALY CITY	CA	94014
202	85 W CAVOUR	LIC-2-14-17749	MORROW, WALT	675 MARINERS ISLAND BL	SAN MATEO	CA	94404
203	1491 SOUTHGATE	LIC-3-14-18160	MULLER, STEVE	2218 SOUTHAMPTON WAY	SAN MATEO	CA	94403
204	433 SAN DIEGO	302527	MURCIA FAMILY	841 HAMPSHIRE ST	SAN FRANCISCO	CA	94110
205	248 THIERS	LIC-2-14-17757	NABONG, FRANCISCO	5 MILLBRAE CIR	MILLBRAE	CA	94030
206	116 WOODROW	302070	NACOR, ERIBERTO B. & MINVILUZ B.	157 PRINCETON ST	SAN FRANCISCO	CA	94134
207	36 MATEO	302070	NACOR, ERIBERTO B. & MINVILUZ B.	157 PRINCETON ST	SAN FRANCISCO	CA	94134
208	99 CAMELOT	302070	NACOR, ERIBERTO B. & MINVILUZ B.	157 PRINCETON ST	SAN FRANCISCO	CA	94134
209	3268 SAN JOSE	LIC-2-14-17758	NAING MAUNG SOE	3268 SAN JOSE AVE	DALY CITY	CA	94014
210	277 POLARIS	LIC-2-14-17760	NAVARRO, CARL T	1935 JEFFERSON AVE	REDWOOD CITY	CA	94062
211	155 GLENWOOD	LIC-7-14-22158	NAVARRO, SANDY	1460 LEXINGTON AVE	SAN MATEO	CA	94402
212	308 CERRO	LIC-2-14-17779	NG, CHING YUN	1441 IRVING ST	SAN FRANCISCO	CA	94122
213	1188-1190 HILLSIDE	LIC-2-14-17780	NG, JACKSON CHIU MO	393 CHARLEMAGNE CT	TRACY	CA	95376
214	66 LAKE MEADOW	302115	NICHOLS, CHRISTOPHER	1539 TARAVAL ST #201	SAN FRANCISCO	CA	94116
215	228 MACDONALD	302320	NISHIMOTO, ROY	58 CAPAY CR	SO SAN FRANCISCO	CA	94080
216	133 CROCKER	LIC-1-15-23423	O'CONNOR, ELIZABETH TR	999 MAYFAIR AVE	DALY CITY	CA	94015
217	1338 SOUTHGATE	LIC-2-14-17794	ONG, PATRICIA	1098 YORKTOWN DR	SUNNYVALE	CA	94087
218	890 KING	LIC-2-14-17795	ONO, KENNETH	347 19TH AVE	SAN FRANCISCO	CA	94121
219	1 BOLERO	LIC-2-14-17796	OROPEZA, JOSE JESUS & MAYRA F	620 ESTATE CT	DALY CITY	CA	94014
220	331 EL DORADO DR	DLY151599000	ORTIZ MIRIAM	433 CHERRY AVE	SAN BRUNO	CA	94066
221	132 TALLWOOD	LIC-2-14-17801	PACHECO, EDGAR B	132 TALLWOOD DR	DALY CITY	CA	94014
222	1177 HANOVER	302683	PACHECO, ERLINDA	2565 GALWAY PL	SO SAN FRANCISCO	CA	94080

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223	1177 HANOVER ST	DLY151598918	PACHECOVILLAROSA TERESA	2565 GALWAY PL	SOUTH SAN FRANCISCO	CA	94080
224	672 VILLA	301066	PACIFIC OCEAN INVESTORS, LLC	77 SEMINOLE AVE	SAN FRANCISCO	CA	94112
225	290 BAY RIDGE	LIC-2-14-17802	PADUA, ANTONIO C	815 BAYRIDGE PL	FAIRFIELD	CA	94534
226	76 SHAKESPEARE	302268	PALOMO, ANA F. & VICENTE	12 TENNANT AVE	SAN JOSE	CA	95138
227	731 NIANTIC	LIC-2-14-17804	PANAMBO, PURE B	729 2ND AVE	SAN FRANCISCO	CA	94118
228	32 BELFORD DR	DLY151627527	PANG YAMEI MAY	353 GLENWOOD AVE	DALY CITY	CA	94015
229	523 A	LIC-2-14-17806	PATRON, MICHAEL	845 BANBURY LN	MILLBRAE	CA	94030
230	77 CLIFTON DR	DLY151598994	PEDERSEN BARBARA A	435 BARK DR	REDWOOD CITY	CA	94065
231	93 BELLEVUE	LIC-5-15-24213	PENNY, HUBERT & EILEEN	3 MIRA VISTA CT	DALY CITY	CA	94014
232	72 E MOLTKE	LIC-2-14-17808	PERALTA, FELICIDAD V	400 OAKWOOD CIR	FAIRFIELD	CA	94534
233	147 SANTA BARBARA	LIC-2-14-17809	PETERS, GARY W ESQ	PO BOX 613	LAFAYETTE	CA	94549
234	119 STATION	301905	PICKERING, LOUISA (CHIAPPARI ERNEST)	437 UNION ST	SAN FRANCISCO	CA	94133
235	287 ST FRANCIS	LIC-1-15-23425	PINEDA, LUCY E	398 ST FRANCIS BLVD	DALY CITY	CA	94015
236	162 SANTA BARBARA	LIC-4-11-2376	POLONSKY, ALBERT E & POLANSKY, ALBERT E TRUST	201 CHADBOURNE AVE 13	MILLBRAE	CA	94030
237	67 ZITA	LIC-4-11-2376	POLONSKY, ALBERT E & POLANSKY, ALBERT E TRUST	201 CHADBOURNE AVE 13	MILLBRAE	CA	94030
238	199 ACTON	LIC-2-14-17813	PON, SAM QUON	1845 RIVERA ST	SAN FRANCISCO	CA	94116
239	126 RIO VERDE ST	DLY151630747	POSADAS GLORIA	29 TULARE ST	BRISBANE	CA	94005
240	176 SCHOOL	302680	POULIN, ROBERT	736 BELL ST	E PALO ALTO	CA	94303
241	178 SCHOOL	302680	POULIN, ROBERT	736 BELL ST	E PALO ALTO	CA	94303
242	100 PEORIA	302545	PREZA, CESAR	1933 KENNEDY DR #204	MCLEAN	VA	22102
243	6069 MISSION	LIC-11-12-11432	QI REN QIU	1335 39TH AVE	SAN FRANCISCO	CA	94122
244	2690 BAYSHORE	302326	RACHEL ADAMS TRUST	6106 DEL VALLE DR	LOS ANGELES	CA	90048
245	2698 BAYSHORE	302326	RACHEL ADAMS TRUST	6106 DEL VALLE DR	LOS ANGELES	CA	90048
246	1124 S MAYFAIR	LIC-8-12-10919	RAMOS & CANJURA	96 PARK MANOR DR	DALY CITY	CA	94015
247	670 SKYLINE	LIC-2-14-17818	RATTAN, KAREN R	1070 EDGEWATER BLVD	FOSTER CITY	CA	94404
248	686 SKYLINE	302409	RAZZOUQ, PETER	20218 HICKORY WIND DR	HUMBLE	TX	77346
249	166 WEMBLEY DR	DLY151599013	REYES LYDIA J ELIZABETH	2837 WALNUT BLVD	WALNUT CREEK	CA	94596
250	212 ALTA VISTA	LIC-2-14-17820	RICCI, JESSICA A	1829 EL PARQUE CT C	SAN MATEO	CA	94403
251	1321 S MAYFAIR	LIC-2-14-17822	RODRIGUEZ, ARMANDO & SONIA	1212 H EL CAMINO REAL	SAN BRUNO	CA	94066
252	11 WOODSIDE AVE	DLY151630745	RONG RICHARD	225 BARCLAY ST	MILLBRAE	CA	94030
253	8 SANTA ELENA AVE	DLY151598907	RONG RICHARD	225 BARCLAY AVE	MILLBRAE	CA	94030
254	70 OCEANSIDE	302460	ROTTER, JOSEPH & MARILYN	22910 23RD PL S	SEATTLE	WA	98198
255	156 MORTON	LIC-2-14-17834	SAMIBE, ANGELA U	226 WARWIK ST	DALY CITY	CA	94015
256	15 3RD	LIC-8-13-16346	SANTIAGO, DANILO	30043 WOODTHRUSH PL	HAYWARD	CA	94544
257	32 PENHURST	LIC-2-14-17838	SANTIAGO, MARK D & BEVERLY A	1008 WHITEHALL LN	REDWOOD CITY	CA	94061
258	365 3RD	LIC-1-15-23427	SANTIAGO, SUSAN S	78 AMBERWOOD CIR	SOUTH SAN FRANCISCO	CA	94080
259	163 VISTA GRANDE AVE	DLY151598944	SASTRA RUDY JANE	354 JOOST AVE	SAN FRANCISCO	CA	94131
260	101 BEPLER ST	DLY151598997	SCHALK LAURA D	264 ULLOA ST	SAN FRANCISCO	CA	94127

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261	341 GELLERT BL	301119	SEQUOIA PROPERTIES MANAGEMENT, LLC	1350 E FLAMINGO RD 343	LAS VEGAS	NV	89119
262	439 WESTMOOR	302558	SHAMIEH, ELIAS & EMAN	703 MARKET ST #1700	SAN FRANCISCO	CA	94103
263	62 PARKROSE AVE	DLY151599051	SHE YINGSI JIAN HONG FENG CAI	40 SAINT MARK CT	DALY CITY	CA	94015
264	7300 MISSION	LIC-2-14-17840	SHEARER, MICHAEL	12 STRATFORD DR	SAN FRANCISCO	CA	94132
265	400 EL DORADO	LIC-2-14-17841	SHELEY, DONALD B	160 ALAMEDA PL	SAN BRUNO	CA	94066
266	1379 SKYLINE	LIC-3-15-23741	SHKUROVICH, ALEX	720 KNOCKNABOUL WAY	SAN RAFAEL	CA	94903
267	30 VISTA GRANDE	300889	SINGH, DHARAMVIR & SURINDERJIT K.	2359 HIDDEN OAKS DR	HAYWARD	CA	94541
268	559 SYLVAN	300889	SINGH, DHARAMVIR & SURINDERJIT K.	2359 HIDDEN OAKS DR	HAYWARD	CA	94541
269	192 SCHOOL ST	DLY151632693	SITU JIAN X	8380 LOCUST PL	DUBLIN	CA	94568
270	1005 GELLERT	LIC-5-13-12940	SMIT, HENDRIKUS J TRUST	1572 FORGE RD	SAN MATEO	CA	94402
271	748 SOUTHGATE AVE	DLY151598910	SMITH AKHENATON HASSAN	766 CHESTNUT AVE	SAN BRUNO	CA	94066
272	759 SKYLINE	LIC-2-14-17849	SMITH AKHENATON N/A	759 SKYLINE DR	DALY CITY	CA	94015
273	480 ALTA LOMA	LIC-1-13-11865	SONGCUAN, IMELDA B	1042 MUIR CREEK DR	PITTSBURG	CA	94565
274	501 SERRAMONTE	LIC-2-14-17856	SOUTHPORT LAND & COMMERCIAL CO	PO BOX 1997	MARTINEZ	CA	94553
275	1342 S MAYFAIR AVE	DLY151598899	STEIERMANN HOWARD M	1539 GUERRERO ST	SAN FRANCISCO	CA	94110
276	699 LINDEN	300814	STEVENSON, CARL	699 LINDEN ST #1	DALY CITY	CA	94014
277	850 POINTE PACIFIC	LIC-11-13-17097	STOUT, CHARLES E	11631 BUCKINGHAM RD	LOMA LINDA	CA	92354
278	661 SYLVAN	301074	STUBBLEFIELD, J M, A M, R J & C T	56 IDLEWOOD DR	SO SAN FRANCISCO	CA	94080
279	74 MUIRWOOD	LIC-2-15-23548	STURTEVANT, VINCENT P.	1538 BANTRY CT	REDDING	CA	96001
280	438 SKYLINE	LIC-2-14-17858	SUMMERS, BERNIECE	100 S MAGNOLIA AVE	SOUTH SAN FRANCISCO	CA	94080
281	260 3RD	LIC-2-14-17859	SUMMERS, TIMOTHY B	100 S MAGNOLIA AVE	SOUTH SAN FRANCISCO	CA	94080
282	45 GLENBROOK AVE	DLY151632675	SWAMY KUMAR	2926 SUNSET DR	UNIVERSITY PLACE	WA	98406
283	310 ARDENDALE DR	DLY151599063	SZETO MAN TAT	7172 REGIONAL ST 157	DUBLIN	CA	94568
284	4031 CALLAN	LIC-1-13-11867	TAHA, QASED H	4031 CALLAN BLVD APT B	DALY CITY	CA	94015
285	348 MICHELLE	LIC-6-14-19457	TAM, NGAN CHOI	39 POLK ST	SAN FRANCISCO	CA	94102
286	26 CLIFFSIDE	LIC-8-13-16353	TANG, TRUC	80 LEDYARD ST	SAN FRANCISCO	CA	94124
287	10 NORTHGATE CT	DLY151632706	TANUDJAJA CRISNOYO	148 NORTHGATE AVE	DALY CITY	CA	94015
288	471 ORIENTE	301257	THE VALIN BESS TRUST	PO BOX 2553	BRISBANE	CA	94005
289	134 SANTA PAULA	302734	TIUTAN, RICARDO G.	514 MAPLE ST	SAN MATEO	CA	94402
290	70 PENHURST	LIC-2-14-17869	TOJI, LARRY K JR	2590 40TH AVE	SAN FRANCISCO	CA	94116
291	271 GLENWOOD	302692	TOM, ELIZABETH	427 GLEN HAVEN DR	SPRING CREEK	NV	89815
292	215 LAUSANNE	302009	TOY, WALLY LOUIE & MIMI	2174 17TH AVE	SAN FRANCISCO	CA	94116
293	162 AVALON	LIC-5-14-18772	TRINH, VINH	339 2ND LN	SOUTH SAN FRANCISCO	CA	94080
294	1184 HILLSIDE	LIC-2-14-17871	TRINIDAD, LARRY S	1184 HILLSIDE BLVD	DALY CITY	CA	94014
295	1186 HILLSIDE	LIC-2-14-17871	TRINIDAD, LARRY S	1184 HILLSIDE BLVD	DALY CITY	CA	94014
296	980 WILDWOOD	301496	TSAI, WILLY	716 LAUREL AVE	MILLBRAE	CA	94030
297	6131 MISSION	301857	TURNER, SARAH B.	873 UNIVERSITY ST	SAN FRANCISCO	CA	94134
298	11 WESTDALE	LIC-2-14-17872	UBALDO, ALVIN & MARCIA E	11 WESTDALE AVE	DALY CITY	CA	94015
299	1389 SOUTHGATE	302809	UGBAJA, NKEMDIRIM C.	1389 SOUTHGATE AVE	DALY CITY	CA	94015
300	862 SKYLINE	302809	UGBAJA, NKEMDIRIM C.	1389 SOUTHGATE AVE	DALY CITY	CA	94015
301	150 STATION	LIC-2-13-12294	UNIACKE, MICHAEL JOSEPH&UNIACKE, BRENDAN JOS	148 STATION AVE	DALY CITY	CA	94014
302	136 STATION	LIC-3-13-12392	UNIACKE, PATRICK M	532 MAPLE AVE	SAN BRUNO	CA	94066
303	158 SANTA PAULA DR	DLY151598920	VANPOOL RONALD J	3019 HARPER ST	BERKELEY	CA	94703
304	139 EVERGREEN	LIC-4-11-2440	VIEGAS, CARMEN	1244 CHERRY ST 2	SAN CARLOS	CA	94070
305	211 OAKRIDGE	LIC-1-15-23436	VILLALOBOS, TITO IMMER MAYTE C	5008 ROCKWALL WAY	ANTIOCH	CA	94531

	Rental Property Address	License No.	Company Name	Mailing Addess	City	State	Zip
306	420 91ST	300658	VILLALTA, WENCESLAO	20 BRUMISS TER	DALY CITY	CA	94014
307	4217 CALLAN	302381	VOCAL, ILDEFONSO S. & DARNELIA B.	55 RICE ST	DALY CITY	CA	94014
308	55 RICE	302381	VOCAL, ILDEFONSO S. & DARNELIA B.	55 RICE ST	DALY CITY	CA	94014
309	1199 SKYLINE	302489	VOZIKES, LOUIS N.	552 SEAGATE WAY	BELMONT	CA	94002
310	69 MUIRWOOD	302496	WALDEN, PHILIP	1571 SEQUOIA AVE	SAN BRUNO	CA	94066
311	87 CASTLETON AVE	DLY151627506	WANG WALTER CHARLES	621 GENNESSEE ST	SAN FRANCISCO	CA	94127
312	40 NORTHGATE AVE	DLY151632703	WANG YUFAN	256 ORIZABA ST	SAN FRANCISCO	CA	94132
313	198 E MARKET ST	DLY151599002	WEN JING	667 BELLEVUE AVE	DALY CITY	CA	94014
314	420 GUTTENBERG	LIC-2-14-17880	WIHHELM, ASTERIA P	3798 FRANK HENGEL WAY	OAKLEY	CA	94561
315	278 BARBARA	LIC-2-14-17881	WISE, SCOTT A	#101 8789 AUBURN FOLSO	GRANITE BAY	CA	95746
316	1027 WILDWOOD AVE	DLY151632700	WONG CINDY WAI CHEE	260 GELLERT DR	SAN FRANCISCO	CA	94132
317	410 MICHELLE	LIC-2-14-17882	WONG, ALEXANDER H	3237 JUDAH ST	SAN FRANCISCO	CA	94122
318	1017 SKYLINE	LIC-1-13-11883	WONG, HOI TONG	58 EASTRIDGE CIR	PACIFICA	CA	94044
319	300 BARBARA	LIC-2-14-17886	WONG, JEANNIE	PO BOX 5339	SOUTH SAN FRANCISCO	CA	94083
320	1398 SOUTHGATE	LIC-4-15-24103	WONG, KENNETH K.	761 LOS POSITOS DR	MILPITAS	CA	95035
321	709 GELLERT	LIC-5-13-12837	WOO, PETER	445 10TH AVE	SAN FRANCISCO	CA	94118
322	899 HANOVER	LIC-4-13-12747	XU, ALBERT YAO PENG & LIANG, JEANETTE JIN-CHAN	123 RALSTON ST	SAN FRANCISCO	CA	94132
323	157 STATION	LIC-10-11-5955	XU, ZHUO YUAN	157 STATION AVE	DALY CITY	CA	94014
324	56 HIGHLAND	LIC-4-14-18395	YEE, YVETTE	56 HIGHLAND AVE	DALY CITY	CA	94015
325	70 MONTEREY	LIC-2-14-17893	YEMA HERMINIA V	305 CASTILLE WAY	SOUTH SAN FRANCISCO	CA	94080
326	281 ORIENTE ST	DLY151632692	YEUNG JOHNSTON CHAT MUI	727 AMAZON AVE	SAN FRANCISCO	CA	94112
327	200 PALISADES DR	DLY151598936	YEUNG KELLY SAU MING	1041 HAMPSHIRE ST	SAN FRANCISCO	CA	94110
328	217 WESTRIDGE AVE	DLY151598992	YIP HENRY C	500 MENDELL ST	SAN FRANCISCO	CA	94124
329	167 SERRAVISTA	LIC-7-15-27745	YIP, PING FONG	881 VALLEJO ST	SAN FRANCISCO	CA	94133
330	78 ABBOT AVE	DLY151598942	YU HONG YING	148 HAMILTON ST	SAN FRANCISCO	CA	94134
331	1354 SOUTHGATE	LIC-1-15-23428	YUAN, JIAYAN	31 WESTGATE DR	SAN FRANCISCO	CA	94127
332	62 PENHURST	LIC-8-13-16380	YUEN, WALLACE W.	2598 27TH AVE	SAN FRANCISCO	CA	94116
333	84 MORTON DR	DLY151599069	ZHANG CONNIE TONG	74 NEPTUNE ST	SAN FRANCISCO	CA	94124
334	1039 NIMITZ	LIC-4-13-12670	ZHENG, SUHAN	858 DUNCAN ST	SAN FRANCISCO	CA	94131
335	1135 BRUNSWICK	LIC-5-14-18773	ZHOU, ZHI YUAN	1135 BRUNSWICK ST	DALY CITY	CA	94014
336	357 ALTA LOMA	LIC-1-13-11887	ZULUETA, ADELA C	412 GREENHILLS DR	MILLBRAE	CA	94030
337	4509 CALLAN	LIC-1-13-11889	ZULUETA, ROGELIO C JR	412 GREEN HILLS DR	MILLBRAE	CA	94030

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Public Hearing – National Pollutant Discharge Elimination System Local Stormwater Program Regulatory Fee

<u>Recommended Action</u>

At the conclusion of the Public Hearing, staff recommends the City Council's adoption of a resolution maintaining National Pollutant Discharge Elimination System (NPDES) regulatory fees necessary to fund City of Daly City local specific program activities required under the State mandated Stormwater Management Plan and authorize the City Manager to enter into a contract with the County of San Mateo for the collection of the NPDES Local Stormwater Program fee.

<u>Background</u>

The San Francisco Water Board issued a consolidated Bay Area Municipal Regional Stormwater Permit on November 19, 2015, with an implementation date of January 1, 2016. The permit conditions cover municipal stormwater management activities over the next five years. The City/County Association of Governments continues to administer the General Program components, while each municipality is responsible for achieving specific program activities.

<u>Discussion</u>

As part of staff's presentation of the City's Biennial Budget, staff proposed the continuation of the current regulatory fee enacted under Ordinance No. 1219 in 1995 to finance a majority of the local specific responses to the mandate of the Stormwater Pollution Prevention Program. With respect to the City of Daly City's specific responsibilities, staff estimates the local Fiscal Year 2016/17 costs at $487,479. This amount is derived from total personnel, equipment rental and inspection services costs as set forth in the enclosed program description.

The revenues for Daly City's local program does not include a rate increase from the past 21 years' fee and remains:

Single Family/Duplex	$9.80/APN
Multi-Family (3-10 units)	$19.60/APN
Multi-Family (11-20 units)	$36.76/APN
Unimproved Land	$4.90/APN
Commercial/Retail/Manufacturing	$56.84/APN, EDU
Condominiums	$4.90/APN

All other categories of use are assigned a factor compared to the single family/duplex rate and take into account frontage, impervious surface coverage and vehicle trips to allocate costs proportionately.

Fiscal Impact

The fee would generate approximately $463,000 toward program costs and is based on a nexus between parcel size and land use, with a base factor assigned to the single family/duplex parcel as it is the predominant land use in Daly City.

Summary/Conclusion

The regulatory fee established a local revenue to address an unfunded regulatory mandate and its amount is consistent with proposed budget authorizations.

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

Respectfully submitted,

Patrick Sweetland
Director of Water and Wastewater Resources

Attachment

Department of Public Works - Street Division
NPDES Regulatory Fee (3790)
Revenue Justifications

1. Storm water pollution prevention through inspection and/or cleaning of 2181 catch basins; full trash capture devises in 80% of the catch basins; and the maintenance and repair of stormwater system's 76 miles of drainage lines. Programs include:

Annual Catch Basin Inspection & Cleaning
Monthly Inspections of Full Trash Capture Devises During the Rainy Season
Silt & Debris Testing and Removal from the Vista Grande Canal
Inclement Weather District Cleaning

	Est. Expenditures	
Areas	**FY 16/17**	**FY 17/18**
Salaries & Benefits (1)	$ 272,892	$ 282,386
Vehicle Cost (2)	$ 134,958	$ 134,958
Materials, Tools, Supplies, and Equipment Rental	$ 21,000	$ 21,000
Vista Grande Canal - Material Testing ($1200), Transporting, and Dumping Fee ($7800)	$ 9,000	$ 9,000
Program Administration (3)	$ 49,629	$ 50,842
Total for NPDES Program	**$ 487,479**	**$ 498,186**
Est. Revenue		
NPDES Regulatory Fee	**$ 463,000**	**$ 463,000**
Fund 17	**$ 24,479**	**$ 35,186**
Total Program Revenue	**$ 487,479**	**$ 498,186**

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Minor Subdivision SUB-04-16-12018, Use Permit UPR-04-16-12019, and Design Review DR-04-16-12020 – Four Condominiums at 1645 Edgeworth Avenue

Recommended Action

Approve the Minor Subdivision, Use Permit, and Design Review, subject to the Findings and Conditions as outlined herein.

Planning Commission Discussion

On June 8, 2016, the Planning Commission voted 3-0 (Commissioners Crump absent and Commissioner Satorre abstained) to recommend the City Council approve Minor Subdivision SUB-04-16-12018, Use Permit UPR-04-16-12019, and Design Review DR-04-16-12020. Commissioner Edelman asked if a single homeowners association would be established for each building and staff confirmed that there would be two separate associations. Commissioner Tallerico asked about the existing corporation yard to the south and if there were other three-story buildings in the area. Staff responded that the use was Republic Service corporation yard and there were other three-story buildings in the area. Commissioner Sylvester asked if the proposal would meet the recently conceptualized parking regulations based on each unit's square footage and staff confirmed that it would. Commissioner Satorre asked if the applicant would construct the building to the Green Building Code and if solar energy panels could be added to the project. Staff responded that the project would meet the California Building Code and that there could be a discussion with the applicant about adding solar. Pamela Guisti, resident at 475 Washington Avenue, expressed concern about the size of the proposed buildings and thought that they would not be in keeping with the size existing adjacent buildings.

Background

The applicant, John Britton, is requesting approval to construct two two-unit condominiums (four units total) on a vacant property located on the east side of Edgeworth Avenue, between Pierce and Washington Streets. The proposed subdivision map would result in each building being situated on individual parcels and a transfer to property encompassing 620 square feet to the property owner at 1668 Bryant Street. The proposed condominium buildings would consist of approximately 2,000 square feet of habitable area each, including the garage.

This application is similar to applications that the Planning Commission and City Council approved in 2005 and 2008, although duplexes were proposed in those applications. At the applicant's request, the City Council amended the Zoning Ordinance to allow condominium buildings consisting of two or more units in August 2015. The applicant has therefore reapplied to have the units constructed as condominiums instead of duplexes.

On January 14, 2015, the Sullivan Corridor Council Committee conceptually approved the applicant's proposal.

Discussion

The proposal is to subdivide an existing 8,750 square foot lot into two lots fronting Edgeworth Avenue, while transferring the rear 20 feet of the southerly proposed lot to the adjacent parcel where a duplex was constructed in 2005 at 1662 and 1668 Bryant Street. The existing lot provides a 62.5-foot street frontage at Edgeworth Avenue, with a depth of 140 feet. The proposed subdivision would result in the two lots directly fronting Edgeworth each measuring 31.25 feet at their Edgeworth frontage with the southerly lot depths being 120 feet and the northerly lot depth being 140 feet. The southerly lot would be 3,750 square feet in area. The northerly lot would be 4,375 square feet in area. The map also includes the airspace subdivision for each of the four condominium units proposed.

Once subdivided, the applicant would construct a two-unit condominium building on each lot, for a total of four units. The approximately 1,500 to 1,600 square foot condominium units would include three bedrooms and two bathrooms, a kitchen, a dining room, and a living room. The units would be located at the second and third floors of each building, with four off-street parking spaces located within a garage at ground level.

As part of the Sullivan Corridor Specific Plan Area, the subject site is two blocks southwest of the Civic Center and has a zoning and land use designation of C-R/R (Residential Retail Commercial). Both designations would allow for the proposed residential development.

Use Permit

The applicant is required obtain a use permit pursuant to Chapter 17.37 – Condominiums and Condominium Conversions, which requires the permit for any condominium project. Also, the proposed condominiums are located within the Sullivan Corridor Specific Plan area, which designates the subject property as Residential Retail Commercial (C-R/R). Medium-low density residential uses, such as those proposed, are allowed within the Residential Retail Commercial designation subject to use permit approval.

With regard to the use permit required for the condominium approval, the Zoning Ordinance requires the City Council to make the following findings:

1. The condominium project will not have a detrimental effect on sound community planning, the economic, ecological, cultural and aesthetic qualities of the community, and on public health, safety and general welfare;

2. The overall impact on schools, parks, utilities, neighborhood streets, traffic, parking and other community facilities and resources will not be detrimental;

3. That tenants over the twelve months preceding the filing of any application required for a conversion shall not have been encouraged to vacate in order to bring about the conversion.

For reasons discussed in this staff report, staff is recommending that the Council adopt the first two findings. The applicant has not applied to convert any existing apartment to a condominium and therefore the third finding does not apply.

As part of the Sullivan Corridor Specific Plan area, the Residential Retail Commercial designation is characterized by mixed-uses within the same building, and has been utilized to date primarily for development with retail uses on the ground floor and single or multifamily residential uses above. This area is planned to contain existing residential units; existing residential structures converted to commercial uses; residential live-work units; new in-fill residential, office and commercial structures, and similar compatible uses.

The Sullivan Corridor Specific Plan includes objectives and policies that would support the proposed project. Sullivan Corridor Land Use Objective 2.5 encourages additional residential development that reinforces the existing neighborhood and which is within walking distance of the Colma BART Station; Policy 8 supports residential and mixed-use projects between Pierce Street and Washington Street. The area should remain a viable residential neighborhood with appropriate scale and character, while allowing gradual commercial infill development.

As new in-fill residential development, the subject project would be compatible with the Sullivan Corridor Specific Plan. The Colma BART Station is less than a half-mile from the subject site and the SamTrans bus route runs along Washington Street. Single-family homes, commercial services uses, and plant nurseries front the subject block face. As a predominantly residential neighborhood with an assortment of agricultural and industrial uses (i.e. greenhouses, auto repair, Republic Services, etc.) in the immediate vicinity, a residential development would be most appropriate for the site.

<u>Minor Subdivision/ Site Design</u>

The subject site is presently vacant, with an insignificant slope decline running from southwest to northeast and is accessible from Edgeworth Avenue (an existing improved public right-of-way). Per the zoning code, the proposed lots meet the 25’ minimum lot width and 2,500 square feet minimum lot area standards.

Each of the 37-foot tall duplex buildings is built to a zero lot line and meets all applicable setbacks requirements. The proposed front yard setback is 18 feet, while the rear yard setback is 20 feet minimum. As proposed, the project is consistent with the development regulations set forth by the Sullivan Corridor Specific Plan, which allow up to 8,125 square feet of building area based on the proposed site size (an maximum 1.0 Floor Area Ratio is required). The applicant has proposed 8,000 square feet of habitable area, not included the area adjacent to and behind the garage for each building, which are open to each backyard.

The project site plan identifies the provision of an improved yard at the rear of each duplex which would be accessible to duplex occupants. Yard sizes are 837 square feet and 1,672 square feet for the southerly and northerly duplex, respectively.

Building Design

The Sullivan Corridor Specific Plan places strong emphasis on architectural quality, specifically requiring interesting building façades, well-defined entrances to buildings, and the maintenance of a residential character and scale for in-fill projects. Uninteresting building facades, with "overly defensive" design elements (e.g., obscured doorways, minimal windows, etc.), are not allowed.

Through the initial project applications, staff worked with the applicant's architect to develop an architectural concept for the buildings that would be consistent with the design requirements set forth by the Specific Plan. As a result, the architect proposed building designs incorporating key architectural elements found on residential buildings in the adjacent neighborhood. These elements include an accentuated front stairway and entry, porches, combination drop and shingled siding, and gable roofs. The third floor is recessed from the first two floors, as required by the Specific Plan and Small Residential Design Guidelines.

Staff continues to refine the architectural concept with the project architect. Since the previous approvals, applicant has addressed concerns about the exposed sides of the proposed buildings facing north and south, which now incorporate siding and banding to add visual interest at these elevations.

Landscaping

The site plan shows a conceptual landscape plan for the front yard, which incorporates a variety of proposed trees and shrubs, including box specimen trees at the front yard. Staff is overall satisfied with the proposed landscape plan and is recommending a Condition of Approval that the landscaping be low-maintenance, drought-resistant and adaptive to Daly City climate. A full landscape plan should be submitted and subject to review by the Planning Division.

Parking and Circulation

The zoning regulations require that two parking spaces be provided for each condominium unit. The garage level floor plans shows two garage parking spaces for each unit, separated by a stair leading up to the living areas, for a total of eight garages spaces. Additionally, the applicant has proposed driveways of sufficient length to accommodate one additional space per unit, for a total of 12 on-site parking spaces. Staff has added a Condition of Approval requiring pervious pavers for all driveway surfaces.

Zoning Ordinance and General Plan Consistency

The site is zoned Commercial Retail Residential (C-R/R) by the Sullivan Corridor Specific Plan and designated Commercial Mixed-Use (C-MU) by the General Plan. This C-R/R zoning and C-MU land use designation allow residential condominium buildings, subject to tentative subdivision map, use permit, and design review approval. As discussed previously, the C-R/R zone requires a use permit for Residential Medium-Low density residential development.

Because the Sullivan Corridor Specific Plan requires a use permit for Residential Medium-Low density residential development, staff has used the density parameters of the Residential Medium-

Low General Plan land use designation, which allows between 14.5 and 20 dwelling units per acre, to determine the number of units allowed on the subject site. Using the density parameters prescribed by the Residential Medium-Low General Plan designation, up to four dwelling units could be constructed on the property given the subject parcel size and maximum 20 dwelling units per acre net density allowed on the 8,125 square foot parcel.

Aside from the Housing Element, the General Plan infill housing in existing neighborhoods on underutilized sites, where residential development represents the highest and best use, and where public infrastructure exists to support the intensity of the proposed development. The subject site is situated adjacent to future single family homes, duplexes, and other residential mixed uses. Residential development is the highest and best use for the subject property given its size and shape, and adjacent uses.

<u>Subdivision Requirements</u>

Pursuant to Section 66474 of the Subdivision Map Act, a legislative body of a city or county may approve a parcel map if it makes the following findings:

1. The proposed subdivision and/or design or improvement must be consistent with applicable general and specific plans.

   - Using the density parameters prescribed by the Residential Medium-Low General Plan designation, , up to four dwelling units could be constructed on the property given the subject parcel size and maximum 20 dwelling units per acre net density allowed on the 8,125 square foot parcel.

2. The site must be physically suitable for the type and density of the proposed subdivision.

   - Within the subject area, there are predominantly single-family residential dwellings. The parcels are in a fully urbanized area with all public services capable of being extended to the new lots.

3. The design of the proposed subdivision or improvements must not cause substantial environmental damage or injure fish or wildlife or their habitat.

   - Staff has the determined that the proposed subdivision will not cause significant environmental damage or injure fish, wildlife, or their habitat. The proposed project would be constructed in a fully urbanized area. A Categorical Exemption per CEQA will be prepared.

4. The design of the proposed subdivision must not cause serious public health problems.

   - The construction of duplexes on this site must meet Building Code requirements, which set minimum safety standards for new construction. Other City and State regulations will assure that public health is not at risk.

5. The design of the proposed subdivision or improvements must not conflict with any easements, acquired by the public at large, for access through or use of, property within the proposed subdivision.

   - As mentioned earlier, access to the proposed new lots and utilities for the lots would be available directly from the Edgeworth Avenue right-of-way. No structures of any kind will be built over the easement. Where necessary, permits for utility connections for the newly created lots would be obtained in Daly City.

Utility Providers

The parcel is in a fully urbanized area with all public services capable of being extended to the new lots. Utilities to serve the project are in place within the Edgeworth Avenue public right-of-way and have the capacity to accommodate additional units. These include electrical, water, sewer, and the availability of telephone service and access to public streets.

Utility	***Provider***
Sanitary Sewers	North County Sanitation District
Gas & Electric	PG&E
Telephone	Pacific Bell
Cable Television	RCN Cablevision
Fire/Police Protection, Storm Drains, Water	Daly City/Cal Water

Fiscal Analysis and Impacts

The construction of four condominium units will add an incremental demand for City services. Prior to project completion, the project applicant will be required to pay park in-lieu fees as required by Parkland Dedications Ordinance, building permit, plan check, affordable housing, and AB 1600 fees to the City. Upon sale of the residential properties, the future owners will pay property tax to the County, a portion of which will be distributed to the City.

Environmental Assessment

The proposed project is Categorically Exempt per CEQA Guidelines Section 15332: In-Fill Development Projects.

Findings

The Planning Commission has found that Minor Subdivision SUB-04-16-12018, Use Permit UPR-04-16-12019, and Design Review DR-04-16-12020 would be in compliance with all applicable provisions of Title 16 (Subdivisions) and Title 17 (Zoning) of the Daly City Municipal Code. Approval of the proposed project will not be detrimental to the health, safety, morals, comfort and general welfare of persons residing in or working in the neighborhood, or be injurious or detrimental to the property and improvements in the neighborhood or the general welfare of the City. These findings are based on the following facts:

1. In accordance with Title 17 of the Daly City Municipal Code, as well as applicable State zoning enabling legislation, the City Council will conduct a public hearing on June 27, 2016; notice of said hearing was published in a newspaper of general circulation on June 17, 2016, and by posting and first-class mailing to property owners within 300 feet.

2. The City Council has reviewed the proposal under the requirements of the California Environmental Quality Act (CEQA), and has determined that it is Categorically Exempt per CEQA Guidelines Section 15332: In-Fill Development Project. The City Council has determined, based on the findings specified herein, that the proposed project would have no significant detrimental effect on the environment.

3. The proposed subdivision, together with any provisions for its improvement, is consistent with the objectives, policies, and general land uses as outlined in the Daly City General Plan. More specifically, applying the density parameters prescribed by the Residential Medium-Low General Plan designation, up to four dwelling units could be constructed on the property given the subject parcel size and maximum 20 dwelling units per acre net density allowed on the 8,125 square foot parcel. The proposed land use conforms to Objective 6 in the General Plan Land Use Element, which states that, a pattern of variety in residential densities; types and tenure should be maintained in order to provide housing opportunities.

4. The site is physically suitable for the type and density of the proposed subdivision. Within the subject area, there are predominantly single-family residential dwellings. The parcels are in a fully urbanized area with all public services capable of being extended to the new lots.

5. Pursuant to standards set by the California Environmental Quality Act, staff has the determined that the proposed subdivision will not cause significant environmental damage or injure fish, wildlife, or their habitat. The proposed project would be constructed in a fully urbanized area.

6. The design of the proposed subdivision and related improvements will not conflict with any easements, acquired by the public at large, for access through or use of, property within the proposed subdivision. Access to the proposed new lots and utilities for the lots would be available directly from the Edgeworth Avenue right-of-way.

7. The newly created lots are physically suitable for both the type and density of the proposed development.

8. The design of the condominium buildings would be required to meet all health and safety requirements of the Uniform Building Code and will not cause serious public health problems.

9. The design of the project will not conflict with any easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

10. Utilities to serve the project are in place within the Edgeworth Avenue public right-of-way and have the capacity to accommodate additional units. These include electrical, water, sewer, and the availability of telephone service and access to public streets.

11. General site considerations, including site layout, open space and topography, orientation and location of buildings, vehicular access, circulation and parking, setbacks, heights, walls, fences, public safety and similar elements have been designed to provide a desirable environment.

12. General architectural considerations, including the character, scale and quality of the design, the architectural relationship with the site and other buildings, building materials, colors, screening of exterior appurtenances, exterior lighting and signing and similar elements have been incorporated in order to insure the compatibility of this development with its design concept and the character of other adjacent buildings.

13. The condominium project will not have a detrimental effect on sound community planning, the economic, ecological, cultural and aesthetic qualities of the community, and on public health, safety and general welfare.

14. The overall impact on schools, parks, utilities, neighborhood streets, traffic, parking and other community facilities and resources will not be detrimental.

Conditions of Approval

The Planning Commission recommends the approval of Minor Subdivision SUB-04-16-12018, Use Permit UPR-04-16-12019, and Design Review DR-04-16-12020, subject to the following conditions and Daly City General Conditions of Approval. Minor deviations from the conditions of approval may be approved by the Planning Division. Significant deviations will require review and approval by the Planning Commission and City Council.

A. DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

General

1. The minor subdivision shall be valid only in conjunction with detailed plans submitted and approved by the City Council. Any modifications required due to the Conditions of Approval and changes to the plans shall be treated as an amendment and shall be subject to review by a Council Committee appointed by the Mayor.

2. All technical corrections or modifications required by the City Engineer shall be incorporated into the Final maps, and all applicable fees paid prior to approval for recordation.

3. The minor subdivision shall conform to the City Standards Conditions for Minor Subdivisions.

4. The minor subdivision and use permit shall be valid for a period of two years from the date of City Council approval. The subdivision shall lapse if the parcel map is not recorded within two years.

5. The applicant shall pay park-in-lieu fees, in compliance with DCMC Chapter 16.30 Parkland Dedications. Per DCMC Section 16.30.040.A, the required dedication in this specific case is 0.238 acres. Per DCMC Section 16.30.060, the in-lieu fee shall be based upon said dedication requirement. Per DCMC Section 16.30.090, in-lieu fees are required to be paid to the City of Daly City, prior to approval of the Final Map. The project is subject to full compliance with DCMC Chapter 16.30 Parkland Dedications.

Building Design

6. Prior to the issuance of building permits the texture and color of the front elevation veneer will be approved by the Planning Division.

7. Prior to the issuance of building permits the specific garage doors to be used in the project will be approved by the Planning Division.

Landscaping

8. The applicant shall provide substantial, high quality landscaping. The use of flowering plants and trees shall be used to reinforce the visual character of the area.

9. Landscaping shall be low-maintenance, drought-resistant and adaptive to Daly City climate. A full landscape plan should be submitted and subject to review by the Planning Division.

10. The applicant shall install pervious pavers at the driveways and shall provide a manufacturer cut-sheet for the pavers prior to building permit issuance.

B. BUILDING DIVISION

11. The applicant shall supply a code complying emergency egress window or door at the second floor master bedroom (California Building Code Section 310.4). Said bedroom window or door shall open directly into a public street, public alley, yard or exit court. The sliding door opens under a terrace. The single hung windows lack the required size. Neither complies, but one or the other must.

12. Projections at the front of the building located where openings are not permitted (within the three foot side setback area) shall be full one hour fire rating, heavy timber construction, provided with one hour fire rated walls at the property line to ground, or must be eliminated (California Building Code Section 705).

C. PUBLIC WORKS DEPARTMENT/WATER AND WASTEWATER RESOURCES DEPARTMENT

13. The applicant shall comply with the requirements of the City of Daly City General Conditions of Approval: Use Permits, Variances, Design Reviews, Planned Developments, and Subdivisions, dated December 8, 1999, copy available from Public Works Department.

14. Before filing the final map the subdivider shall provide "will serve" letters from each of the utility agencies.

15. Prior to the request of any building permit, the applicant shall submit improvement plans for City's review and approval. The plans shall include utility connections and shall indicate replacement of curb, gutter and sidewalk across the entire frontage of each lot. The applicant shall pay any prescribed fees applicable for such a review.

16. The applicant shall submit site and utility plans including streets, sidewalks and parking facilities.

17. The applicant shall minimize impact on street traffic during construction. Pedestrian and vehicular safety shall be maintained.

18. All new utility service connections including electrical/telecommunication services shall be through underground conduits. There shall be no aerial service drop.

19. As part of the construction of the new driveways, the applicant shall replace in its entirety the existing sidewalk fronting the new lots.

20. Each unit shall have separate service laterals. The applicant shall abandon the existing water and sewer service laterals per Daly City standards.

21. On-site drainage detention shall be provided to limit the rate of flow to the public drainage system at a rate not exceeding the flow from the undeveloped site condition. The detention facility shall be designed for a minimum 10 years frequency, two-hour duration storm. The storm water runoff from each lot shall be discharged to the street gutters through pipes under the sidewalk at a rate not exceeding predevelopment rate.

D. FIRE DEPARTMENT

22. Prior to Final Map recordation, the applicant shall paint a red curb along the sides of the entire length of the easement leading to the subject parcels.

23. Prior to occupancy, the applicant shall install a fire sprinkler system in Lot F per NFPA 13D. All permits and inspections must be accomplished through San Francisco Fire Dept. SFFD must approve any installed system. DCFD requirements and amendments will not apply.

<u>Recommendation</u>

The Planning Commission recommends that the City Council:

1. Adopt the Findings as outlined herein;
2. Affirm the Environmental Assessment;
3. Approve Minor Subdivision SUB-04-16-12018, Use Permit UPR-04-16-12019, and Design Review DR-04-16-12020, as conditioned herein.

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

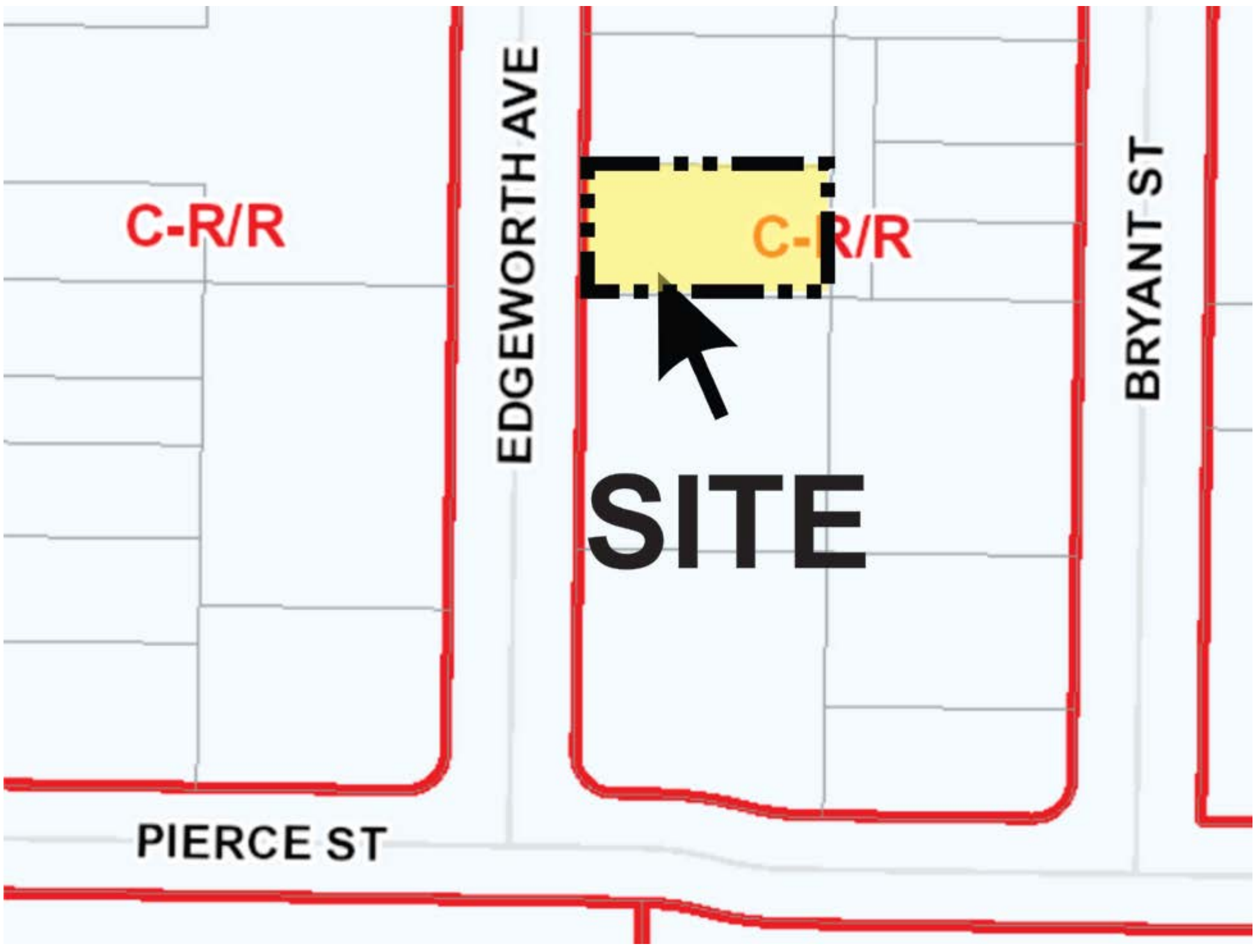
Respectfully submitted,

Michael VanLonkhuysen	Tatum Mothershead
Planning Manager	Director of Economic and Community Development

Attachments

Attachment A – Location Map
Attachment B – Tentative Map and Project Plans

G:\Planning\Current Planning Projects\1645 Edgeworth Avenue - Four Condominiums\City Council - June 27, 2016\cc062716.mtv.doc


C-R/R
EDGEWORTH AVE
C-R/R
BRYANT ST
SITE
PIERCE ST

DEED REFERENCE:

DOCUMENT 2004-200489 RECORDED IN OFFICIAL RECORDS IN THE COUNTY OF SAN MATEO ON OCTOBER 06, 2004 REFERENCES THE LEGAL DESCRIPTIONS OF LOT 5.

SPECIAL NOTES

1. BASIS OF BEARING- THE CENTER LINE OF WASHINGTON STREET BETWEEN THE FOUND MONUMENT AT BRYANT STREET AND THE FOUND MONUMENT AT ANNIE STREET WAS TAKEN AS N89°52'30" W FOR THIS SURVEY
2. ALL DIMENSIONS FROM THE BOUNDARIES OF THE PROPERTY IN QUESTION TO MONUMENT LINES OF THE MONUMENT MAP REFERRED TO HEREON ARE GIVEN FOR THE SOLE PURPOSE OF ITS RETRACEMENT. SUCH INFORMATION SHALL NOT BE USED FOR ANY OTHER PURPOSE.
3. ALL ANGLES ARE 90°UNLESS OTHERWISE NOTED.
4. BASIS OF SURVEY IS RECORD OF SURVEY VOL. 28 PG. 17
5. ALL THE DISTANCES ARE MEASURED IN FEET AND DECIMALS THEREOF.
6. BENCH MARK 197.19 TOP OF CURB IN FRONT OF LOT 5 ON EDGEWORTH AVENUE
7. CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION.

REFERENCES

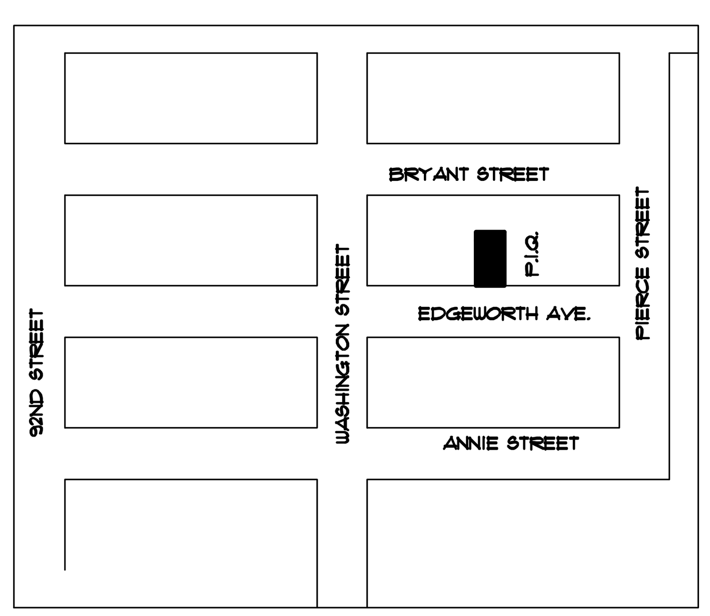
(M) FIELD MEASURED DISTANCE
(PM) PARCEL MAP MS 02 - 1
SEPTEMBER, 2003 IN VOL. 75 OF PARCEL MAPS PAGE 33
$FIG.ℝ LOT LINE DISTANCE PER 46 PM 155

BOUNDARY NOTES:

THE BEARING S00°7'30"W OF THE CENTERLINE OF EDGEWORTH AVENUE, AS SHOWN ON THAT MAP ENTITLED "PARCEL MAP MS 02-1", RECORDED NOVEMBER 18, 2003, IN BOOK 75 OF PARCEL MAPS AT PAGES 32 AND 33, IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, CALIFORNIA, WAS TAKEN AS THE BASIS OF BEARINGS SHOWN HEREON.

LEGEND

BOUNDARY LINE
NEW PROPERTY LINE
PROPERTY LINE (OTHER)
PROPERTY LINE TO BE REMOVED
MONUMENT LINE
CURB AND GUTTER
CITY MONUMENT



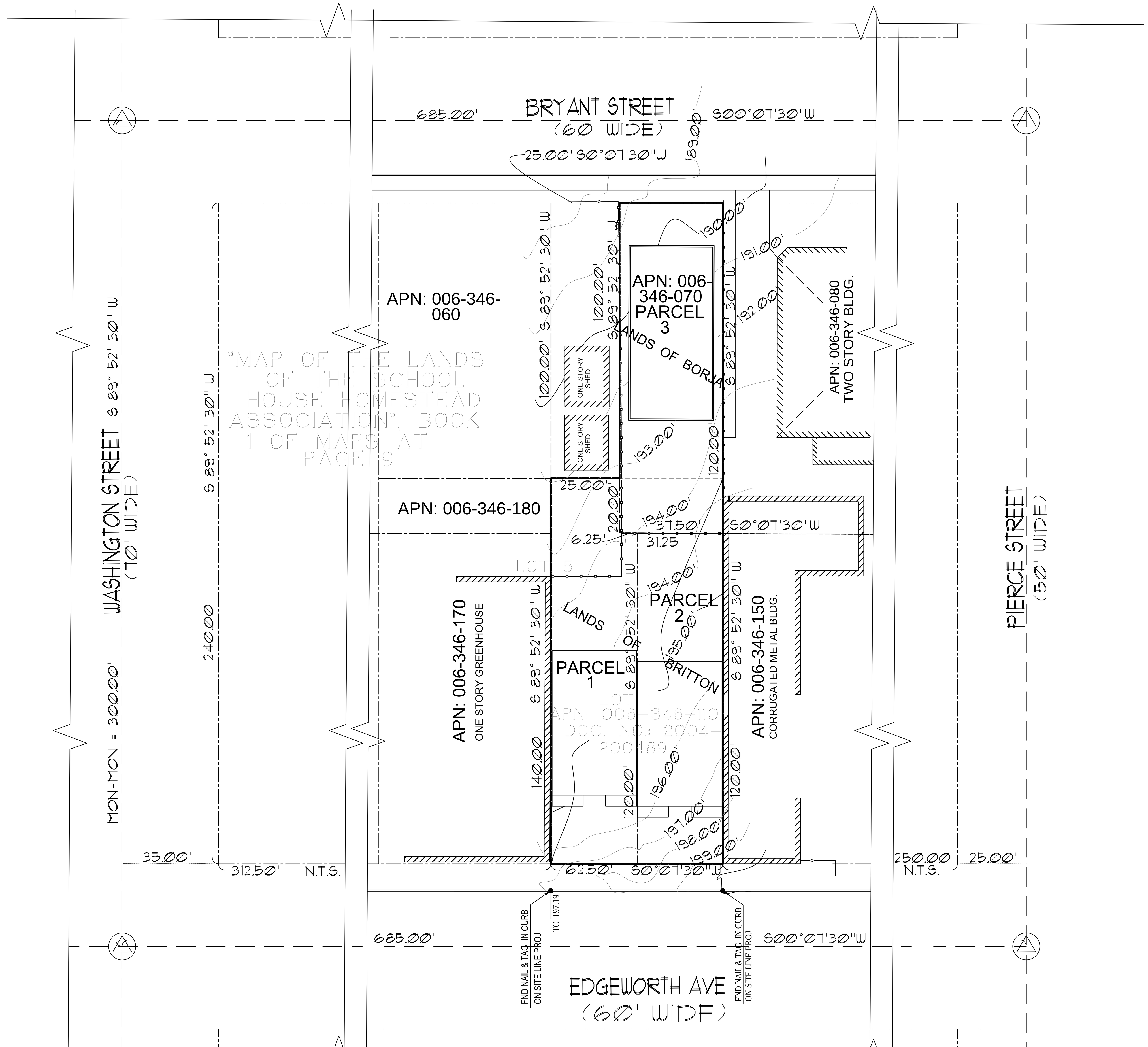
VICINITY MAP

N.T.S.

TENATIVE MAP

BEING A SUBDIVISION OF THOSE CERTAIN REAL PROPERTIES AS DESCRIBED IN DOCUMENT NO. 2004-200489 RECORDED ON OCTOBER 8TH, 2004 OFFICIAL RECORDS COUNTY OF SAN MATEO AND INSTRUMENT NO. 2006194821 OF OFFICIAL RECORDS COUNTY OF SAN MATEO RECORDED DECEMBER 26, 2006.

CITY AN COUNTY OF SAN MATEO STATE OF CALIFORNIA



REGISTERED PROFESSIONAL ENGINEER
Carlos Renan Dominguez
No. C26949
EXP. 3-31-17
CIVIL
STATE OF CALIFORNIA

TENTATIVE MAP FOR
APN: 006-346-110 & 006-346-070 DALY CITY CA.

DOMINGUEZ ASSOCIATES LLC
40 HUMBOLDT COURT · PACIFICA, CA. 94044
(650) 359-0947 EMAIL carlos@dominguezassociates.com

REVISION	
NO.	DATE

SCALE

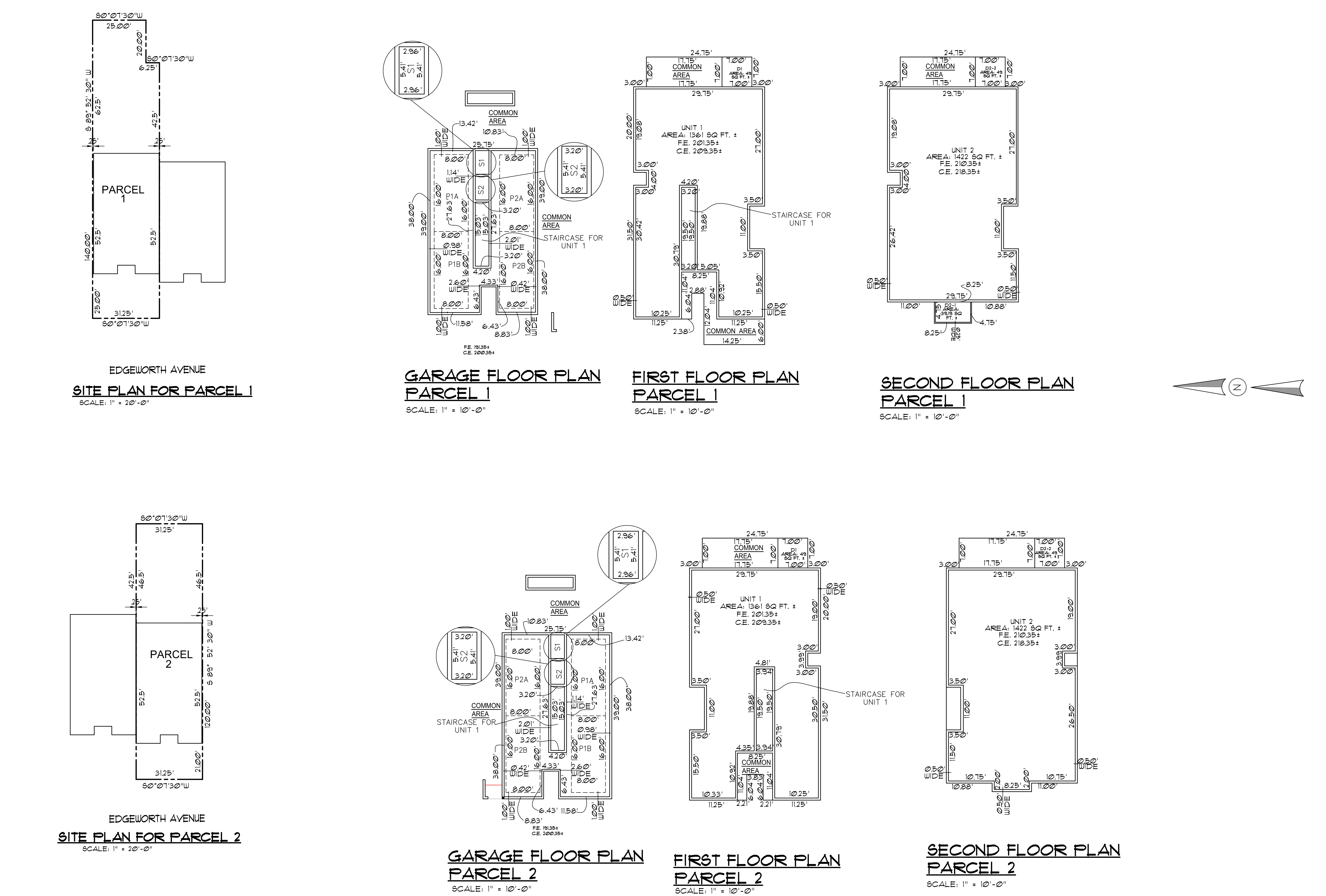
SHEET NUMBER

T1

OF SHEETS

DATE 3-16-16

FILE BRI1531



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EXP. 3-31-17
CIVIL
STATE OF CALIFORNIA

TENTATIVE MAP FOR
APN: 006-346-110 & 006-346-070 DALY CITY CA.

DOMINGUEZ ASSOCIATES
40 HUMBOLDT COURT • PACIFICA, CA. 94044
(650) 359-0947 FAX (650) 355-2445

REVISION	
NO.	DATE

SCALE

SHEET NUMBER

T2

OF SHEETS

DATE 3-16-16

FILE BR11531

1645A&B EDGEWORTH AVENUE
DALY CITY, CALIFORNIA
PAIR OF DUPLEXES

SOILS REPORT

PGSoils, Inc.
901 Rose Court
Burlingame, CA 94010
(650) 347-3934
(650) 344-6772 (Fax)

Paul A. Grishaber, P.E., Principal
Consulting Soils Engineering Services

Job: 0942
September 23, 2009

GEOTECHNICAL INVESTIGATION REPORT UPDATE
Proposed Duplex Development
1645 A & B Edgeworth Avenue
Daly City, California

RECOMMENDATIONS

SITE PREPARATION AND EARTHWORK

The preparation of the site area will involve the stripping and removal of the debris, rubble, vegetation, and the upper organically contaminated topsoil. Any disturbance to the ground as a result of the clearing operations should be properly backfilled using the native soil, or approved import soil.

Then, a minimum of the upper 2 feet of soil should be removed in the new building and pavement areas. The areas to be overexcavated should extend a minimum of 5 feet beyond the new building walls and pavements. The exposed soil at the base of the excavations should be compacted. Then, fill soil should be replaced in lifts no thicker than 8 inches (loose thickness before being compacted). The soil should be moisture-conditioned as necessary, and then compacted to a Minimum Relative Compaction of not less than 90% of the Maximum Dry Density as determined by ASTM Test Procedure D1557. ("Moisture-conditioning" may involve the addition of water if the soil is too dry, or drying the soil if it is too wet when the compaction work is performed.) Utility trench backfills should be compacted to the same standard indicated above.

The native soils may be used as fill material provided that they are free of organics, rubble and rocks larger than 3 inches in size. If imported fill soil is required, it should be of good quality (equal to or better than the native soils) that is granular and non-expansive, and is free of deleterious materials. Imported fill soil must consist of sandy soil, similar to that which exists at this site. Most clayey soils will not be acceptable for use as imported fill soil. Prior to its use on the site, all import soil should be

-4-

E

Job: 0942
September 23, 2009

submitted to our office for inspection, testing (as necessary), and final approval for use on the site. Trench backfill should consist of the native soils.

FOUNDATIONS

After the upper 2 feet of soil has been properly recompacted, the new foundations and retaining walls may be constructed. Following this, it is anticipated that the remaining fill may be placed within the building areas.

After the underlying loose soils have been compacted, new footings may consist of continuous strip and isolated spread footings. It is recommended that any isolated spread footings be tied to the continuous footings through structural grade beams.

All footings should be a minimum of 18 inches wide and should be embedded on acceptably "firm" soils at a minimum depth of 24 inches below the existing exterior ground surface and a minimum of 12 inches below all fill soil, whichever is deeper. This could require footing depths of 36 inches or more below the prepared building pads.

Footings may be designed for an allowable bearing capacity of 1500 psf for the Dead plus Live Load condition. This may be increased by one third for wind and seismic loadings.

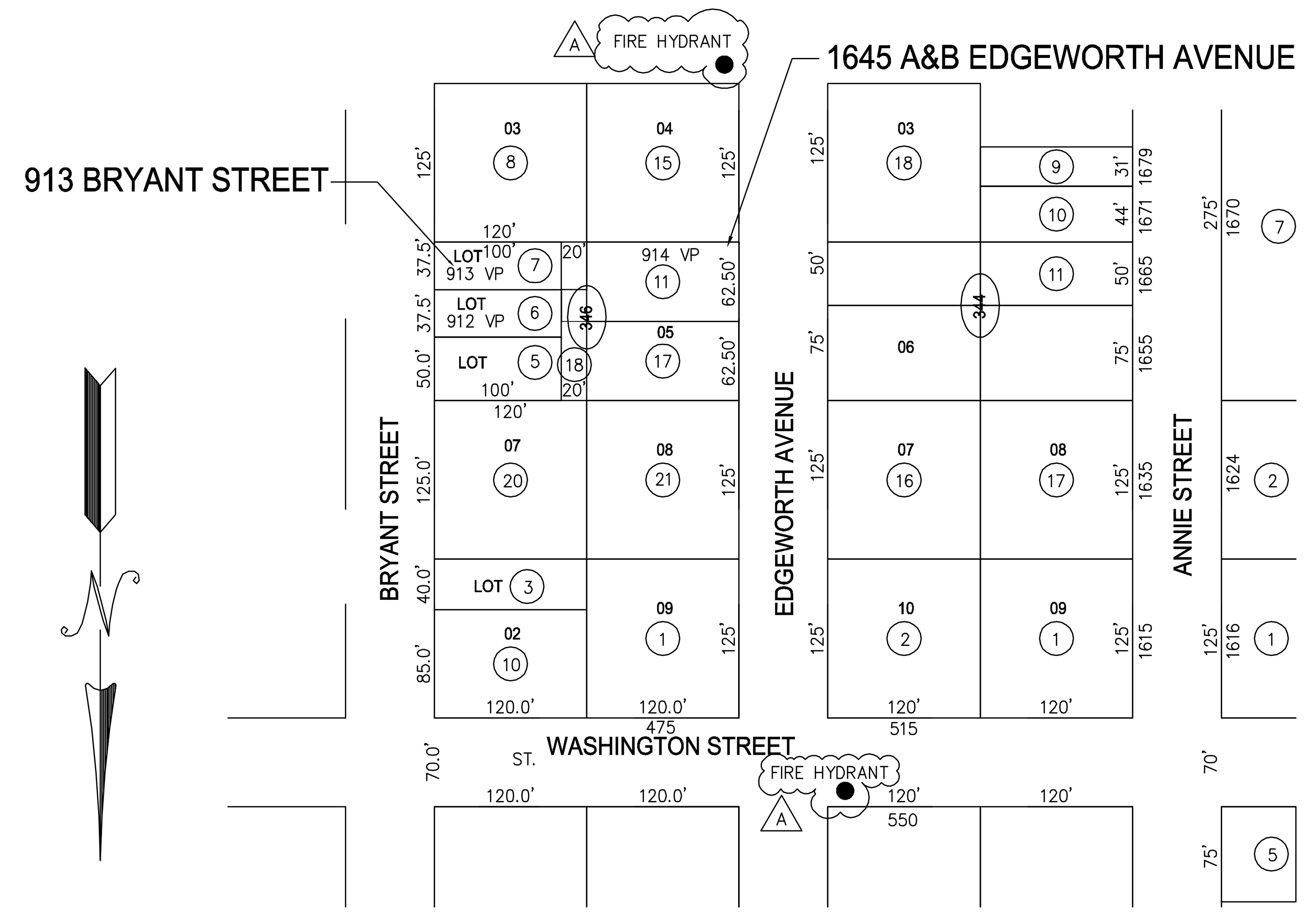
New foundations designed and constructed using the recommended embedment depth and bearing capacity are estimated to undergo a total settlement of less than 1 inch. About half of this amount can be considered to be differential settlement.

For lateral resistance, a friction factor of 0.30 may be used between concrete footings and the native soils. In addition, footings may be designed for a passive pressure of 300 pcf Equivalent Fluid Weight (EFW). Passive resistance may only be considered against undisturbed soil, and not backfilled soil. The upper 12 inches of ground should be neglected in the determination of the passive resistance.

RETAINING WALLS

Cantilever retaining walls may be designed for an active lateral pressure of 50 pcf EFW for a backfill slope that is level up to 4:1 (H to V). If the backfill slope is in the range of 4:1 to 2:1 (H to V), this pressure should be increased to 60 pcf EFW. Restrained retaining walls may be designed for a lateral pressure of 60 pcf EFW for a backfill slope that is level up to 4:1 (H to V). If the backfill slope is in the range of 4:1 to 2:1 (H to V), this pressure should be increased to 75 pcf EFW. The project structural engineer should determine if the cantilever or restrained condition will apply.

-5-



1 T-1 ASSESSOR'S MAP
SCALE: N.T.S.

PROJECT DATA

OCCUPANCY: SINGLE FAMILY RESIDENCE
TYPE OF CONSTRUCTION: TYPE 5-ONE HOUR
FIRE SPRINKLED: NFPA 13D RESIDENTIAL FIRE SPRINKLER SYSTEM

GENERAL NOTES

1. ALL CONSTRUCTION WORK SHALL COMPLY WITH CALIFORNIA BUILDING CODE (CBC), CALIFORNIA PLUMBING CODE CPC, CALIFORNIA MECHANICAL CODE (CMC, CALIFORNIA ELECTRICAL CODE (CEC), CALIFORNIA ENERGY CODE (CEC) SERIES 2005 AND DALY CITY MUNICIPAL CODE (DCMC) TITLE 15.08.
2. Contractor shall coordinate and verify all dimensions and existing conditions at job site prior to construction. Any discrepancies between Construction Documents and existing Conditions shall be brought to the immediate attention of the Architect.
3. Contractor shall coordinate architectural and structural in laying out building lines and details.
4. Dimensions on floor plans are takes to face of studs for new construction and to face of finish wall at existing walls, unless noted otherwise.
5. A NFPA 13D RESIDENTIAL FIRE SPRINKLER SYSTEM IS REQUIRED. FIRE PROTECTION CONTRACTOR IS TO SUBMIT DRAWINGS TO THE S.C. BUILDING & FIRE DEPARTMENT FOR APPROVAL BEFORE CONSTRUCTION. SEPARATE PERMIT
6. FIRE SPRINKLERS ARE REQUIRED UNDER SEPARATE PERMIT. CODE: dcmc

SCOPE OF WORK

1. THE SCOPE OF WORK IS TO INCLUDE ALL WORK TO CONSTRUCT A NEW RESIDENCE AS PER THESE DRAWINGS.
2. INCLUDED IS ALL SITE WORK INDICATED ON THESE DRAWINGS.
3. A SEPARATE LANDSCAPE CONTRACTOR WILL BE HIRED.
4. ALL PERMITS AND INSURANCE MUST BE TAKEN OUT BY THE GENERAL CONTRACTOR.
5. INSTALL A NFPA 13D RESIDENTIAL FIRE PROTECTION SYSTEM.

UTILITY NOTES

A. ALL NEW UTILITY SERVICE CONNECTIONS INCLUDING ELECTRICAL/TELECOMMUNICATION SERVICES SHALL BE THROUGH UNDERGROUND CCONDUITS. THERE SHALL BE NO AERIAL SERVICE DROP.
B. THE APPLICANT/PERMITTEE SHALL ABANDON ALL EXISTING UTILITIES PER CITY STANDARD SPECIFICATIONS.

SHEET INDEX

AREAS

DATA:
LOT AREA = 8,000 SQUARE FEET
ALLOWABLE FAR RATIO = 1
ALLOWABLE FLOOR AREA = 8,000 SQUARE FEET PROPOSED
LOT SPLIT AND EASEMENT GRANT
TO ALLOW 4,000 SQUARE FEET PER DUPLEX

D

ACTUAL FLOOR AREA:
GROUND FLOOR.......1,000 SQUARE FEET
2ND FLOOR.............1,521 SQUARE FEET
3RD FLOOR.............1,479 SQUARE FEET
TOTAL BUILDING AREA 4,000 SQUARE FEET
LESS THAN THE 4,000 SQUARE FEET ALLOWABLE

CODES

ALL CONSTRUCTION WORK SHALL COMPLY WITH THE 2013 CALIFORNIA BUILDING CODE (CBC), 2013 CALIFORNIA PLUMBING CODE (CPC), 2013 CALIFORNIA MICHANICAL CODE (CMC); 2013 CALIFORNIA ELECTRICAL CODE (CEC), 2013 CALIFORNIA BUILDING ENERGY EFFICIENCY STANDARDS (BEES), AND DALY CITY MUMICIPAL CODE (DCMC) TITLE 15.08.

A

PLUMBING CODE REQUIREMENTS

1. NO PLASTIC PLUMBING PIPE IS ALLOWED FOR DOMESTIC WATER SUPPLY AND/OR SANITARY WASTE SYSTEM (DCMC 15.20.040 AND 15.20.090).
2. SHOWER AND TUB-SHOWER COMBINATIONS SHALL BE PROVIDED WITH INDIVIDUAL CONTROL VALVES OF THE PRESSURE BALANCE OR THERMOSTATIC MIXING TYPE (CPC 420)
3. WATER HEATERS TO BE SIZED TO CONTORM TO THE FIRST HOUR RATING REQUIRED FOR THE BATHROOMS AND BEDROOMS (CPC 501 & TABLE 5-1)

MECHANICAL CODE REQUIREMENTS

1. THE LOCATION OF THE POINT OF DISCHARGE OF BATHROOM EXHAUST VENTS LOCATED ON THE EXTERIOR OF THE BUILDING IS TO BE A LEAST THREE (3) FEET FROM ANY OPENING INTO THE BUILDING CMC 504.5.
2. THE 2nd FLOOR CLOTHES DRYER VENT SHALL BE INSTALLED AS PER DETAIL 3/A.3 USING A FANTECH # DBF110.
3. CALCULATIONS FOR THE FURNACES IS PROVIDED IN THE TITLE 24 REPORT FOR THIS PROJECT. THE SIZE AND LOCATION OF THE COMBUSTION AIR OPENINGS AND DUCTS ARE LOCATED ON DRAWINGS A.3 & A.4 AS SPECIFIED IN (CMC 701, TABLE 7.1)

ELECTRICAL CODE REQUIREMENTS

KITCHENS:
1. PROVICE TWO 20-AMP BRANCH CIRCUITS FOR SMALL KITCHEN APPLIANCES SUCH CIRCUITS, WHETHER TWO OR MORE ARE USED, SHALL HAVE NO OTHER RECEPTACLES OR LILGHTS CONNECTED TO THAT BRANCH CIRCUIT (CEC 210.52 (B)(1) & (2)).

BATHROOMS:
2. PROVIDE A DIDICATED 20-AMP CIRCUIT FOR THE BATHROOM RECEPTACLES (CEC 2100.11 (C)(3)).

BEDROOMS:
3. ALL RECEPTACLES, LIGHTING CIRUITS, SWITCHES, AND HARDWIRED SMOKE DETECTORS INSTALLED IN BEDROOMS SHALL BE PROTECTED WITH AN ARCH FAULT CIRCUIT INTERRUPTER (AFCE)(CEC 210 210.12 (B)).

ROOMS AND SPACES:
4. SPECIFY A DEDICATED 20-AMP CIRCUIT FOR THE LAUNDRY ROOM

A

ABBREVIATIONS

@	AT	HDWD	HARDWOOD
A.C	AIR CONDITIONING	INSUL.	INSULATION
AC	ACOUSTIC	JT.	JOINT
ADJ.	ADJUSTABLE	LAM.	LAMINATE
ALUM.	ALUMINUM	LAV.	LAVATORY
BD.	BOARD	MAX.	MAXIMUM
BLDG.	BUILDING	MFG.	MANUFACTURER
BLK.	BLOCKING	MIN.	MINIMUM
C.B.	CATCH BASIN	MNT.	MOUNT
C	CENTERLINE	MTL.	METAL
		(N)	NEW ELEMENT
C.M.U.	CONCRETE MASONRY UNIT	N.I.C.	NOT IN CONTRACT
CAB.	CABINET	N.T.C.	NOT TO SCALE
CER.	CERAMIC	O.C.	ON CENTER
CIRC.	CIRCUIT	PL.	PLATE
CLG.	CEILING	PLAS.	PLASTIC
CLKG.	CAULKING	POL.	POLISH
CLR.	CLEAR	PR.	PAIR
COL.	COLUMN	R.	RADIUS
CONC.	CONCRETE	R.D.	ROOF DRAIN
CONN.	CONNECTION	R.O.	ROUGH OPENING
CONST.	CONSTRUCTION	R.W.L.	RAIN WATER LEADER
CONT.	CONTINUOUS	REF.	REFRIGERATOR
DBL.	DOUBLE	REINF.	REINFORCING
DED.	DEDICATED	REQD.	REQUIRED
DIA.	DIAMETER	RESUL.	RESILIENT
DIM.	DIMENSION	RFG.	ROOFING
DTL.	DETAIL	S.C.	SOLID CORE
DN.	DOWN	S.E.D.	SEE ELECTRICAL DRAWINGS
(E)	EXISTING	S.M.D.	SEE MECHANICAL DRAWINGS
EA.	EACH	S.S.D.	SEE STRUCTURAL DRAWINGS
E.J.	EXPANSION JOINT	S.STL.	STRAINLESS STEEL
E.W.G.	ELECTRICAL WATER COOLER	SHT.	SHEET
E.W.H.	ELECTRIC WATER HEATER		
ELEC.	ELECTRIC	SHTHG.	SHEATHING
EQ.	EQUAL	SIM.	SIMILAR
EQUIP.	EQUIPMENT	STL.	STEEL
EXT.	EXTERIOR	STRUCT.	STRUCTURE
F.D.	FLOOR DRAIN	SUSP.	SUSPENDED
F.O.	FACE OF	T.C.	TOP OF CONCRETE
FIN.	FINISH	T.C.C.	TOP OF CONCRETE CURB
FLR.	FLOOR	THK.	THICK
FLUOR.	FLUORESCENT	TYP.	TYPICAL
GD.	GRADE	U.C.	UNDER COUNTER
GALV.	GALVANIZED	U.O.N.	UNLESS OTHERWISE NOTED
GL.	GLASS	W/	WITH
H.M.	HOLLOW METAL	WD.	WOOD
HDWR.	HARDWARE		

LEGEND

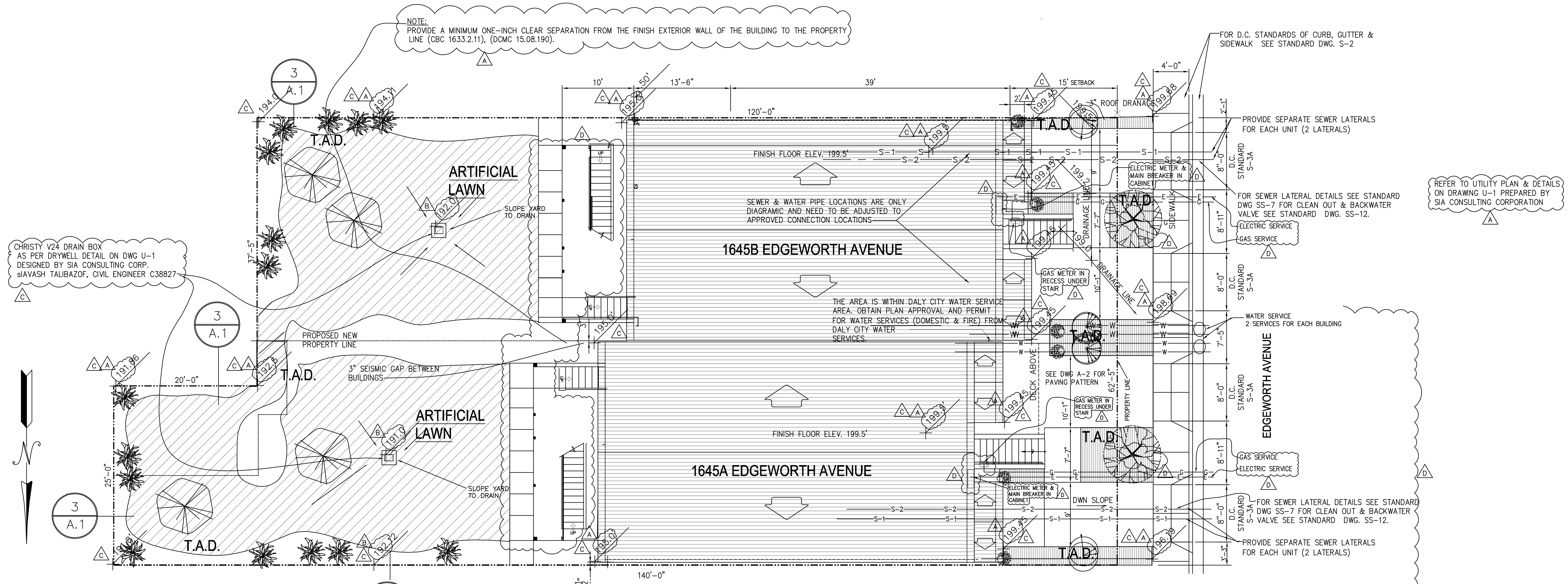
DETAIL NUMBER / SHEET NUMBER
SECTION NUMBER / SHEET NUMBER
DOOR NUMBER / DOOR TYPE
WINDOW NUMBER / WINDOW TYPE
WALL TYPE / WALL MATERIAL
101 ROOM NUMBER
ELEVATION NUMBER / SHEET NUMBER
INTERIOR ELEVATION LETTER / SHEET NUMBER
REMOVE ITEM
ITEM NOT IN CONTRACT (N.I.C.)
ITEM HIDDEN
PROPERTY LINE
ROUGH LUMBER CONTINUOUS
HARDWOOD OR FINISH WOOD
PLYWOOD
PARTICLE BOARD
BATT INSULATION
RIGID INSULATION
CERAMIC MATERIAL
GYPSUM BOARD
ACOUSTIC TILE
SHEET METAL
GLASS
101.5 EXISTING GRADE
101.5 FINISH GRADE
CONCRETE
MASONRY
EARTH
STONE
STEEL OR IRON
ROUGH LUMBER BLOCKING

RONALD A. PERNER ARCHITECT C4452
1799 BAYSHORE HWY, SUITE 135, BURLINGAME, CA 94010
650 692 7600
E-MAIL rperner@pacbell.net
LICENSED ARCHITECT RONALD ANTHONY PERNER NO. C4452 REN. 3-31-17 STATE OF CALIFORNIA

PAIR OF DUPLEXES
1645 A & B EDGEWORTH AVENUE
DALY CITY, CA 94015

NO.	DATE	REVISION
A	6/23/08	BLDG DEPT REQUREMENTS
B	2/2/09	BLDG DEPT REQUREMENTS
C	5/15/09	BLDG DEPT REQUREMENTS
D	8/4/09	BLDG DEPT REQUREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: TITLE SHEET
JOB TITLE:
JOB ADDRESS:
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
DRAWN BY:
JOB NO.:
DRAWING NO.: T-1
REVISION NO.: E



1 A-1 ROOF, SITE PLAN & GRADING PLAN

SCALE: 1/8" = 1'-0"

SCALE: 1/8"=1'-0"

LANDSCAPE LEGEND:

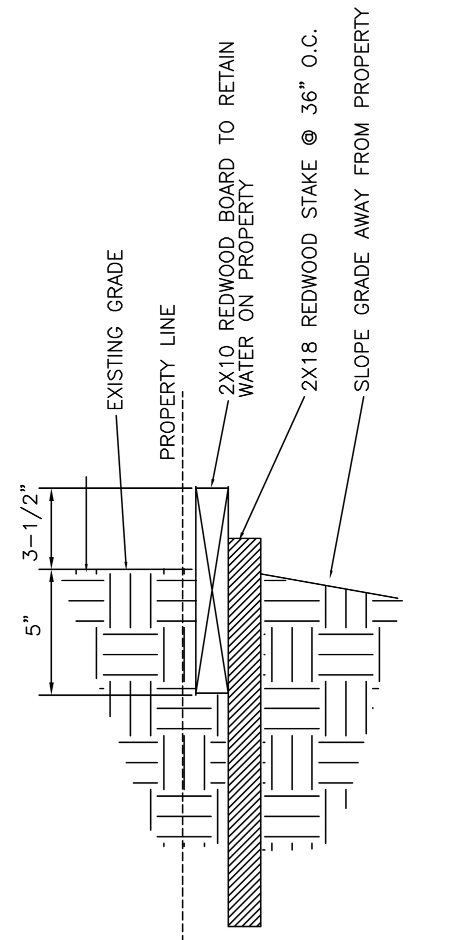
- 5 GAL ESCALAONIA
- 5 GAL ESCALAONIA
- 15 GAL PURPLELEAF PLUM (PRUNISBLIAREANA)
- 15 GAL PURPLELEAF PLUM (PRUNISBLIAREANA)
- 15 GAL PURPLELEAF PLUM (PRUNISBLIAREANA)
- TRAILING AFRICAN DAISY @ 18" OC E.W. — T.A.D.
- 24" BOX PURPLELEAF PLUM (PRUNISBLIAREANA) STREET TREE SEE TREE PLANTING DETAIL

GRADING PLAN NOTES:

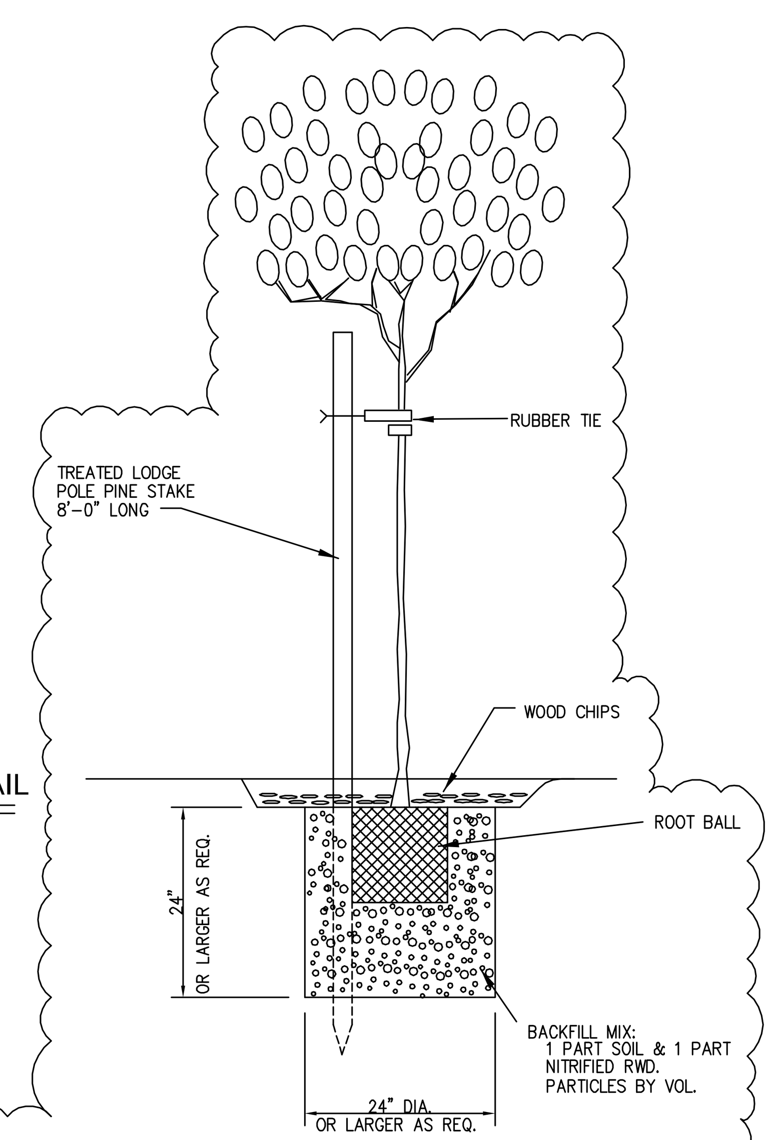
1. FOLLOW THE REPORT BY FOWLER & ASSOCIATES DATED JUNE 22, 2004. FOLLOW THE SITE PREPARATION SPECIFICATION ON DRAWING T.1.
2. THE CUT & FILL BALANCES ON THIS SITE. NO EXPORT OR IMPORT OF SOIL WILL BE NECESSARY.
3. THE PROPOSED GRADES GIVE THE DIRECTION OF DRAINAGE. SEE THE UTILITY PLAN PREPARED BY SIA CONSULTING CORPORATION

LANDSCAPE & IRRIGATION NOTE::

ENTIRE SITE IS TO BE LANDSCAPED. LANDSCAPING IS TO BE APPROVED BY THE CITY OF DALY CITY BUILDING & PLANNING DEPT'S BEFORE INSTALLATION A FULLY IRRIAGATION PLAN IS TO BE SUBMITTED FOR APPROVAL BY BUILDING & PLANNING DEPT'S.



3 A.1 P.L WATER RETENTION DETAIL



4 A.1 TREE PLANTING DETAIL

NO SCALE

GRADING PLAN:

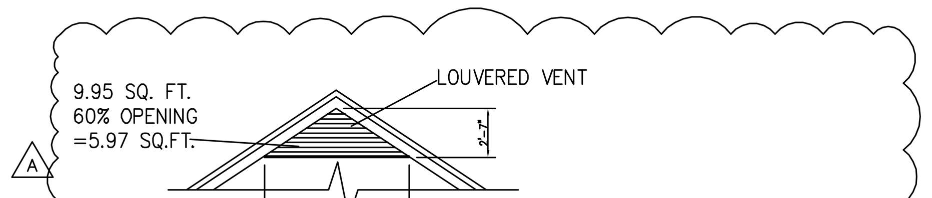
BECAUSE MORE THAN 50 CUBIC YARDS IS BEING IMPORTED A GRADING PERMIT IS REQUIRED. APPROXIMATELY 400 CUBIC YARDS OF FILL IS BEING IMPORTED.

EROSION AND SEDIMENT CONTROL PLAN:

NO SEDIMENT IS ALLOWED TO MOVE OFF SITE. SEDIMENT IS TO BE CONTAINED BY SURROUNDING THE ENTIRE PROPERTY, ALL EDGES, WITH STRAW ROLLS OR ROLLED EDGE OF BLANKET CONTROLS OR APPROVED MATERIAL. NO SEDIMENT OR WATER DRAINAGE IS TO REACH THE STREET OR NEIGHBORING PROPERTIES.

SUPPLIER OF CONTROL PRODUCTS:

REED & GRAHAM, INC. GEOSYNTHETICS, 690 SUNOL ST., SAN JOSE, CA 95126 CONTACT JIM SENN. (408) 947 4290 PHONE, 294 6552 FAX, (888) 638 6604 TOLL FREE GEOTEXTILES, SILT FENCES, EROSION CONTROL BLANKETS, SILTSACKS.



4 A-1 TYPICAL ROOF VENT

SCALE: 1/8" = 1'-0"

REQUIRED ATTIC VENTILATION:

1/150 OF AREA OF THE SPACE VENTILATED. CBC 1505.3
OPENING FOR VENTILATION SHALL BE COVERED WITH CORROSION RESISTENT METAL MESH WITH MESH OPENINGS OF 1/4".
1,553 SQ. FT. OF ATTIC AREA/150=10.35 SQ. FT. OF OF REQUIRED FREE AREA
VENT AREA = 9.95 SQ. FT. X 60% OPEN =5.97 SQ. FT. OF FREE AREA PER VENT.
2 VENTS PER ATTIC = 11.94 SQ. FT. GREATER THAN 10.35 SQ. FT. REQUIRED.

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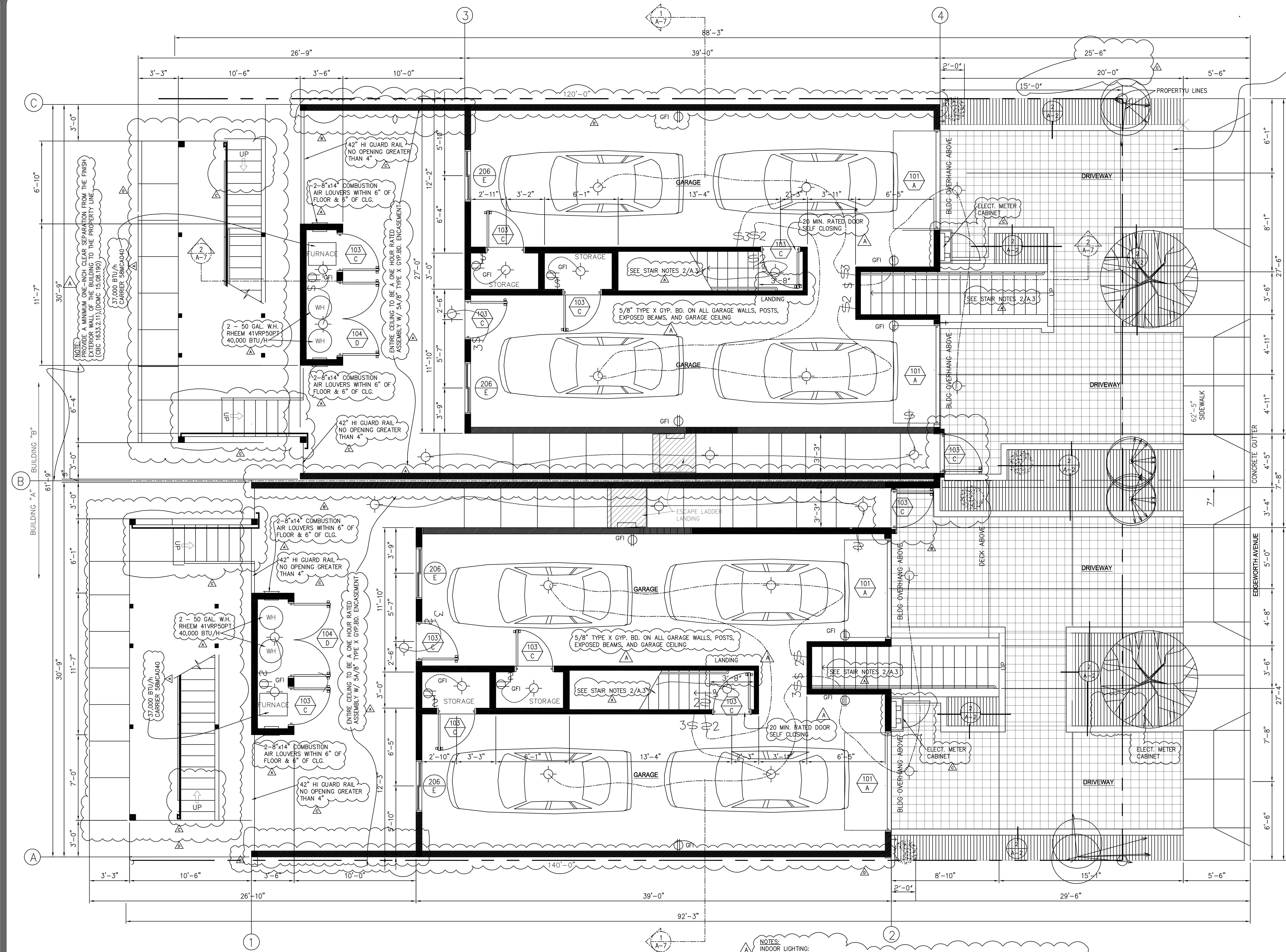
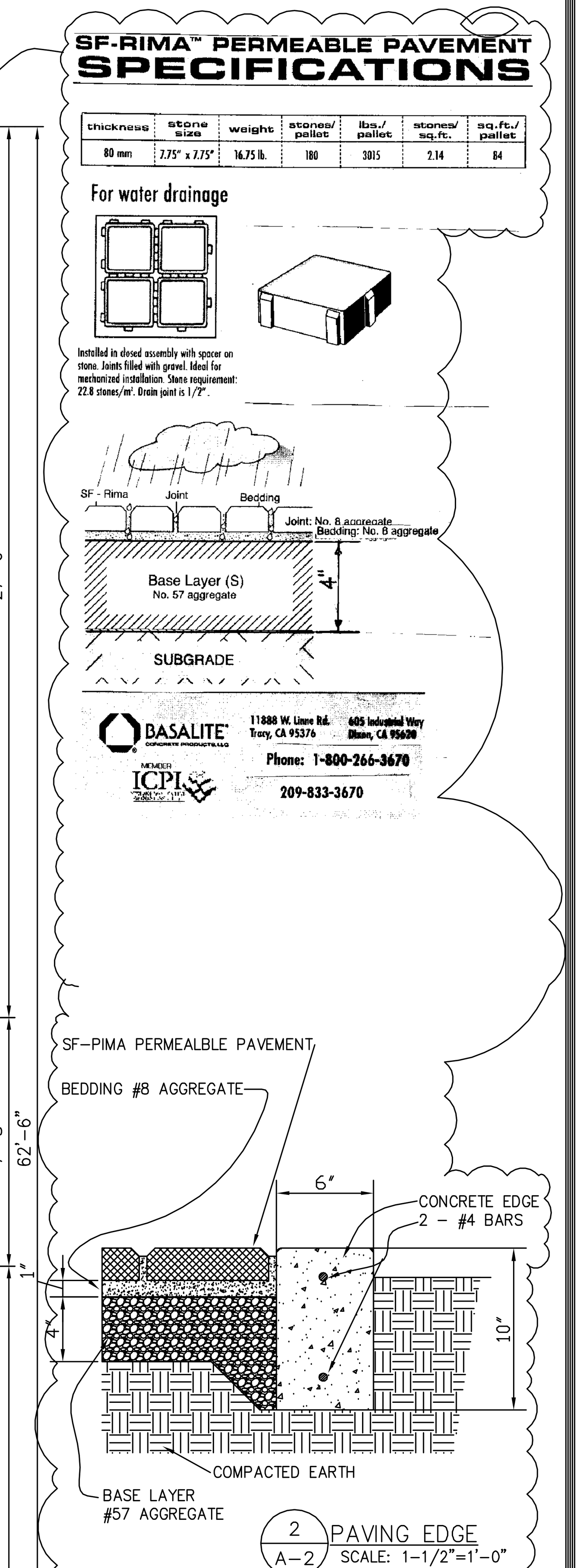
LICENSED ARCHITECT RONALD ANTHONY PERNER NO. C4452 STATE OF CALIFORNIA

PAIR OF DUPLEXES
1645 A & B EDGEWORTH AVENUE
DALY CITY, CA 94015

NO.	DATE	REVISION
A	6/23/08	BLDG DEPT REQUIREMENTS
B	2/2/09	BLDG DEPT REQUIREMENTS
C	5/15/09	BLDG DEPT REQUIREMENTS
D	8/4/09	BLDG DEPT REQUIREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: ROOF AND SITE PLAN
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
JOB TITLE
JOB ADDRESS
DRAWN BY
JOB NO.
DRAWING NO. A-1
REVISION NO. E





2 / A-2 PAVING EDGE
SCALE: 1-1/2"=1'-0"

1 / A-2 **FIRST FLOOR PLAN**
SCALE: 1/4" = 1'-0"

NOTES:
1. 5/8" TYPE X GYP. BD. ON ALL GARAGE WALLS, POSTS, GEXPOSED BEAMS, AND GARAGE CEILING.
2. PROVIDE R-19 INSULATION BETWEEN THE GARAGE CEILING AND HABITABLE SPACE (DCMC 15.08.060).
3. PROVIDE A 20-MINUTE FIRE RATED, SELF-CLOSING DOOR BETWEEN THE GARAGE AND HABITABLE SPACE OR A 1-3/8" THICK, SOLID WOOD, SELF -CLOSING, TIGHT FITTING DOOR. (CBC 302.4 EXCEPTION 3)

NOTES:
INDOOR LIGHTING:
1. FOR KITCHENS: SEE ENERGY REPORT RESIDENTIAL KITCHEN LIGHTING WORKSHEET FORM WS-5R. 50% OR MORE OF THE KITCHEN LIGHTING WATTAGE MUST BE FLUORESCENT.
2. BATHROOMS, LAUNDRY, UTILITY ROOMS AND GARAGES: PROVIDE FLUORESCENT FIXTURES OR PROVIDE A MANUAL ON / AUTOMATIC OCCUPANCY SENSOR CONTROL (NO DIMMERS) (BEES 150 (K)3).
3. FOR ALL ROOM (OTHER THAN KITCHENS, BATHROOMS, LAUNDRY, UTILITY ROOMS AND GARAGES), INCLUDING CLOSETS 70 SQUARE FEET OR MORE: PROVIDE FLUORESCENT FIXTURES, OR PROVIDE OCCUPANCY SENSORS OR DIMMERS (BEES 150 (K)4).
4. ALL RECESSED LIGHTING FIXTURES INSTALLED IN INSULATED CEILINGS SHALL BE IC (INSULATION COVER) AND AT (AIR TIGHT) RATED (BEES 150 (K)6).

OUTDOOR LIGHTING:
5. ALL EXTERIOR LIGHTING FIXTURESI SHALL BE HIGH-EFFICANCY (FLUORESCENT), OR CONTROLLED BY AN AUTO ON/OFF MOTION SENSOR COMBINED WITH PHOTO SENSOR TO PREVENT DAYLIGHT USE (BEES (K)6IO).

PLUMBING:
6. USE 1-INCH INSULATION ON ALL HOT WATER PIPES 3/4 INCH OR GREATER IN DIAMETER, FROM THE WATER HEATER TO THE KITCHEN FIXTURES (BEES 151 (F)8D).

HVAC:
7. PROVIDE A SETBACK THERMOSTAT FOR EACH FURNACE (BEES 150 (I)).
8. INSULATE NEW HEATING DUCTS TO R-8 IF MORE THAN 40 FEET OF NEW DUCTS ARE INSTALLED IN UNCONDITIONED SPACE (BEES 152 (b)D).

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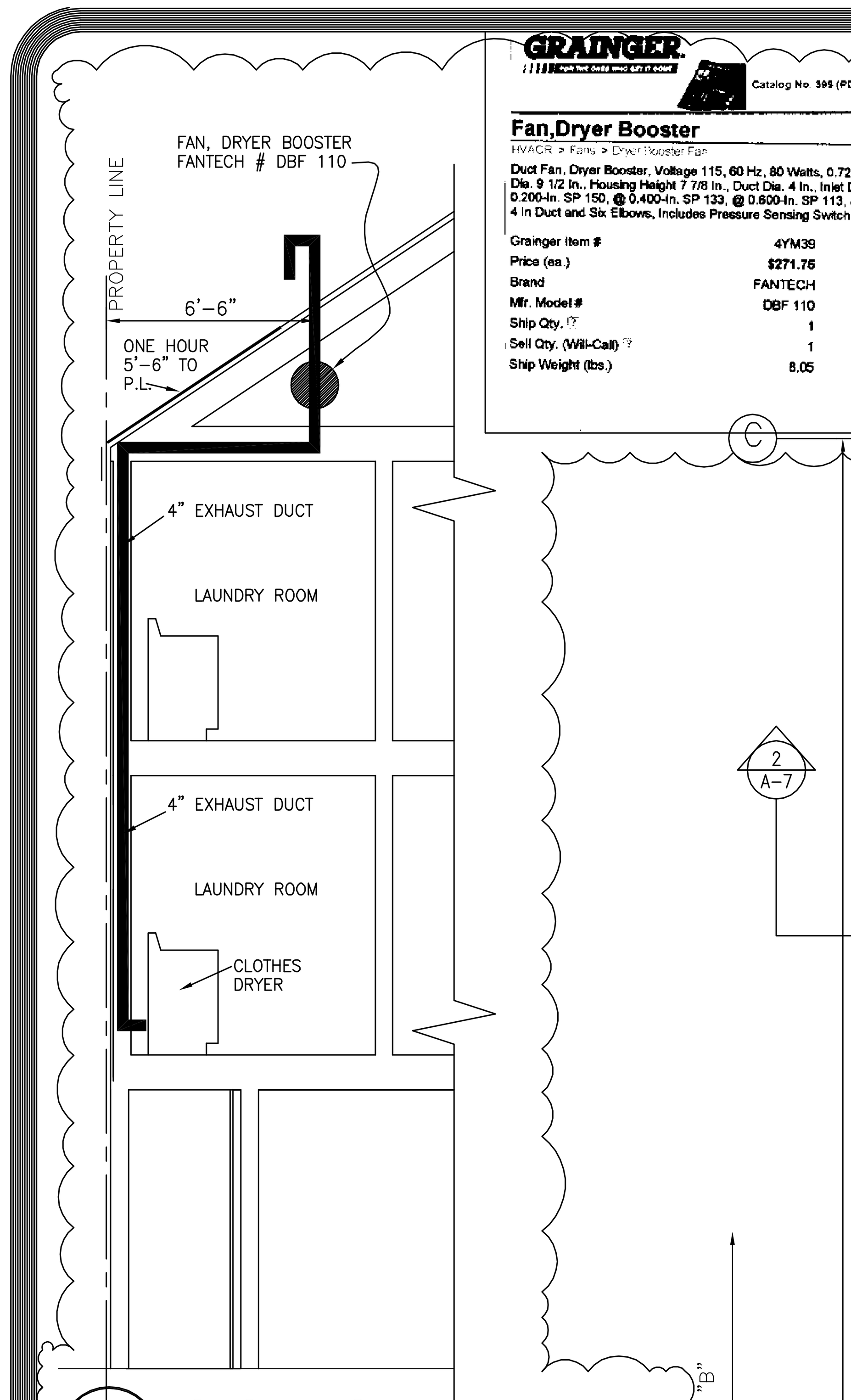
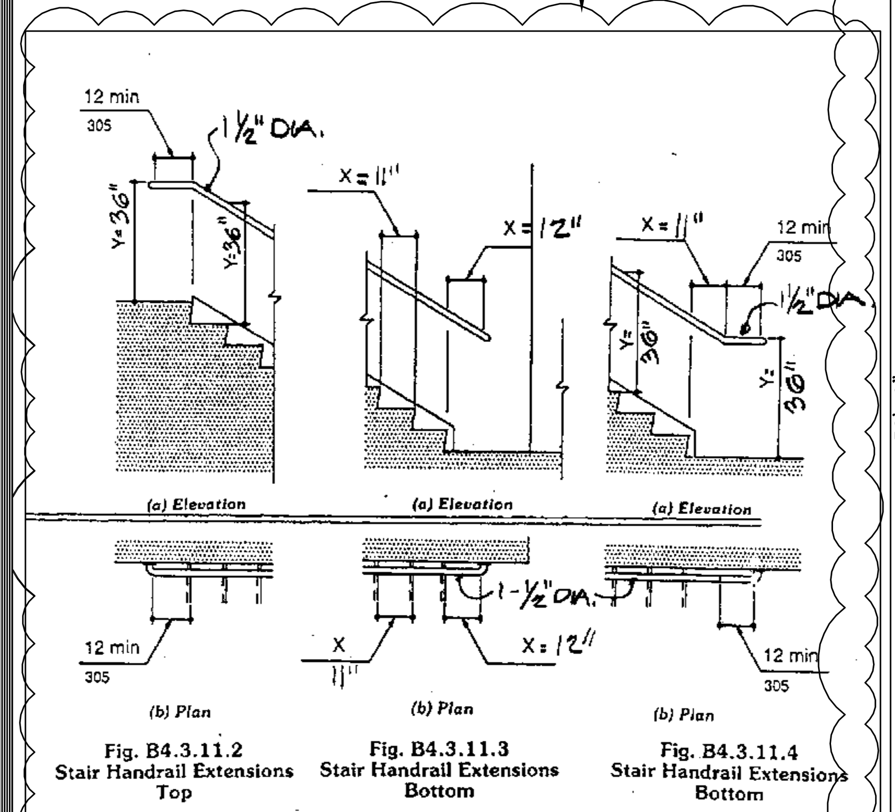
A	6/23/08	BLDG DEPT REQUREMENTS
B	2/2/09	BLDG DEPT REQUREMENTS
C	5/15/09	BLDG DEPT REQUREMENTS
D	8/4/09	BLDG DEPT REQUREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: 1ST FLOOR PLAN - BUILDING A & B
JOB TITLE:
JOB ADDRESS:
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
DRAWN BY:
JOB NO.
DRAWING NO. A-2
REVISION NO. E

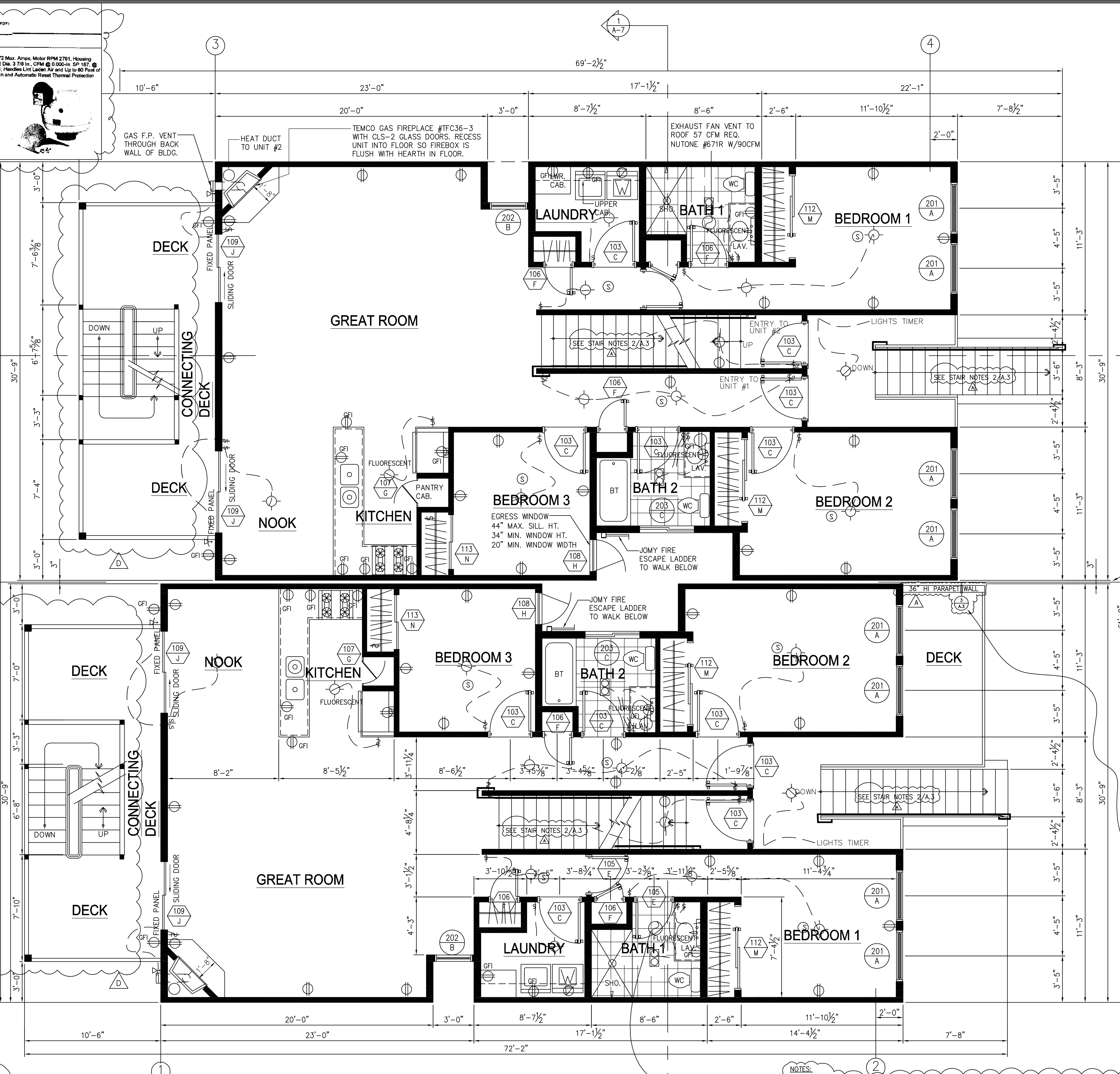


3 / A-3 CLOTHES DRYER VENT
SCALE: 1/4" = 1'-0"

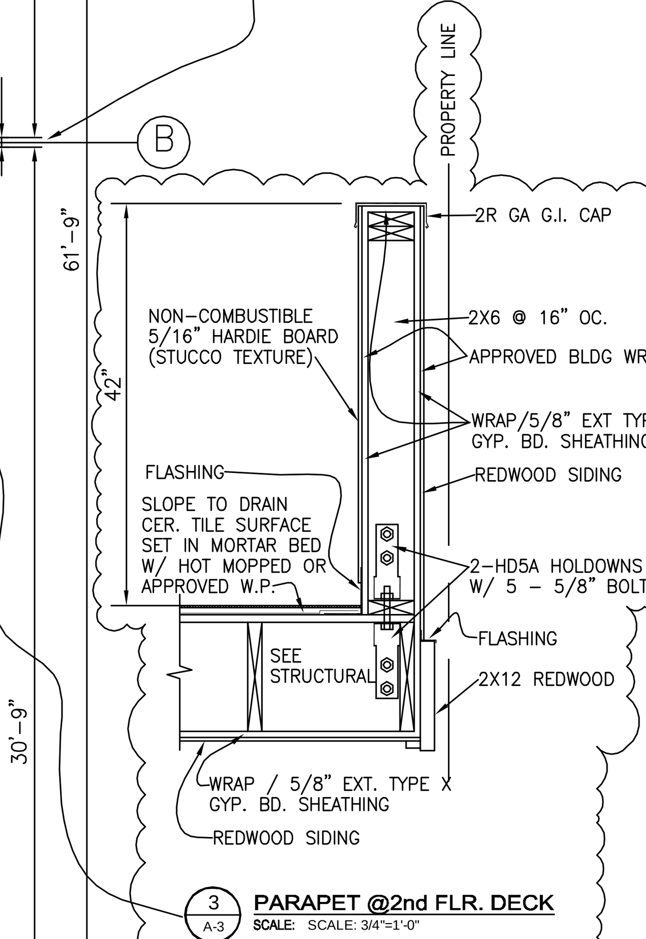


2 / A-3 HANDRAIL DETAILS
SCALE: NO SCALE

STAIR NOTES:
1. STAIR RISERS & TREADS SHALL BE AS FOLLOWING:
   16 RISERS @ 6-3/4" = 9'-0" VERTICAL RISE.
   15 TREADS @ 11" = 13'-9" HORIZONTAL RUN
2. ALL STAIR LANDINGS MUST BE GREATER THAN 36"
3. PROVIDE HANDRAILS ON ONE SIDE OF EACH STAIRWAY. THE HANDLGRIP PORTION OF THE HANDRAIL SHALL BE 1-1/2" IN DIAMETER. THE HANDRAIL SHALL HAVE A SMOOTH SURFACE WITH NO SHARP EDGES. ENDS SHALL BE RETRUNED OR SHALL HAVE ROUNDED TERMINATIONS OR BENDS (CBC 1003.3.3.6)
   SEE RAILING DIAGRAMS ABOVE. 2/A.3
4. GUARDRAILS FOR THE STAIRWAYS AND DECKS SHALL BE 36" HIGH. THE BALUSTERS OR INTERMEDIATE RAILS SHALL BE SPACED SUCH THAT A 4-INCH DIAMETER SPHERE CANNOT PASS.
5. PROVIDE 5/8" TYPE X GYP. BD. FOR A ONE HOUR FIRE RESISTIVE RATING ON WALLS AND CEILING UNDER THE INTERIOR STAIRWAYS. (CBC 1003.3.9)



1 / A-3 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"



3 / A-3 PARAPET @2nd FLR. DECK
SCALE: 3/4"=1'-0"

NOTES:
INDOOR LIGHTING:
1. FOR KITCHENS: SEE ENERGY REPORT RESIDENTIAL KITCHEN LIGHTING WORKSHEET FORM WS-5R. 50% OR MORE OF THE KITCHEN LIGHTING WATTAGE MUST BE FLUORESCENT.
2. BATHROOMS, LAUNDRY, UTILITY ROOMS AND GARAGES: PROVIDE FLUORESCENT FIXTURES OR PROVIDE A MANUAL ON / AUTOMATIC OCCUPANCY SENSOR CONTROL (NO DIMMERS) (BEES 150 (K)3).
3. FOR ALL ROOM (OTHER THAN KITCHENS, BATHROOMS, LAUNDRY, UTILITY ROOMS AND GARAGES), INCLUDING CLOSETS 70 SQUARE FEET OR MORE: PROVIDE FLUORESCENT FIXTURES, OR PROVIDE OCCUPANCY SENSORS OR DIMMERS (BEES 150 (K)4).
4. ALL RECESSED LIGHTING FIXTURES INSTALLED IN INSULATED CEILINGS SHALL BE IC (INSULATION COVER) AND AT (AIR TIGHT) RATED (BEES 150 (K)6).

OUTDOOR LIGHTING:
5. ALL EXTERIOR LIGHTING FIXTURESI SHALL BE HIGH-EFFICANCY (FLUORESCENT), OR CONTROLLED BY AN AUTO ON/OFF MOTION SENSOR COMBINED WITH PHOTO SENSOR TO PREVENT DAYLIGHT USE (BEES (K)6I0).

PLUMBING:
6. USE 1-INCH INSULATION ON ALL HOT WATER PIPES 3/4 INCH OR GREATER IN DIAMETER, FROM THE WATER HEATER TO THE KITCHEN FIXTURES (BEES 151 (F)8D).

HVAC:
7. PROVIDE A SETBACK THERMOSTAT FOR EACH FURNACE (BEES 150 (I)).
8. INSULATE NEW HEATING DUCTS TO R-8 IF MORE THAN 40 FEET OF NEW DUCTS ARE INSTALLED IN UNCONDITIONED SPACE (BEES 152 (b)D).

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DALY CITY, CA 94015

NO.	DATE	REVISION
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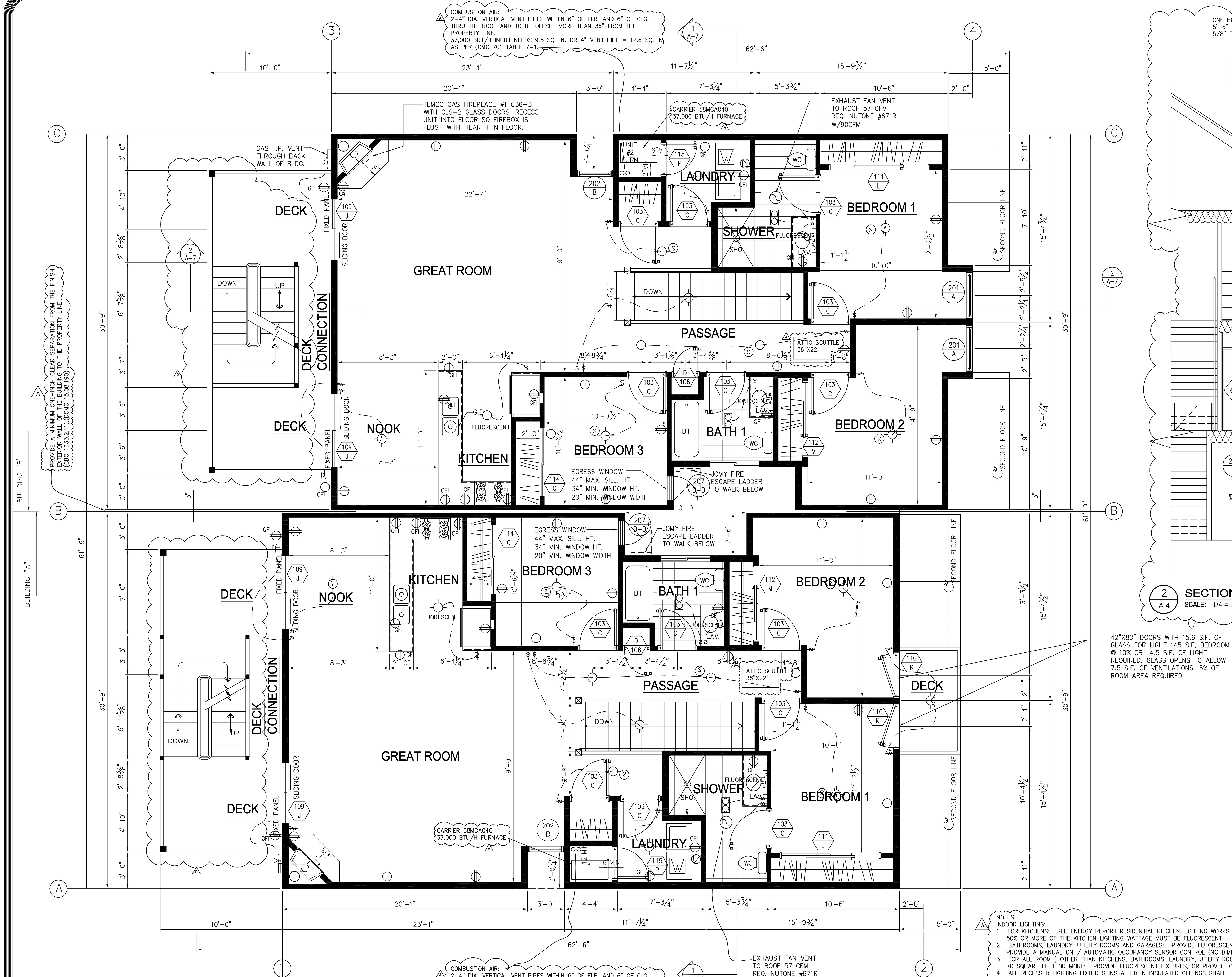
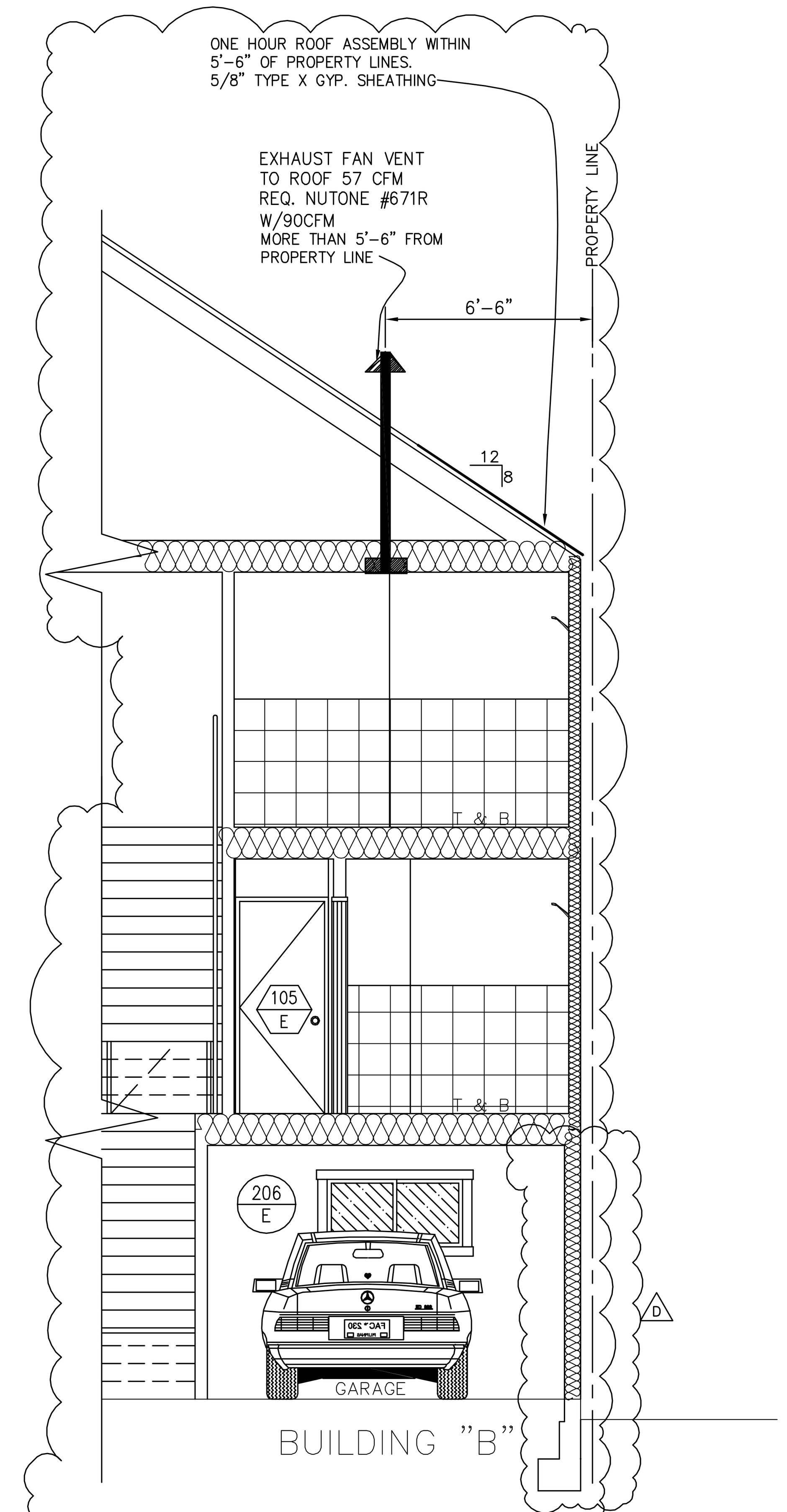
B	2/2/09	BLDG DEPT REQUREMENTS
C	5/15/09	BLDG DEPT REQUREMENTS
D	8/4/09	BLDG DEPT REQUREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DATE: APR 17, 2015 NEW SUBMITTAL
DRAWING TITLE: 2ND FLOOR PLAN - BUILDING A & B
SCALE: 1/4" = 1'-0"
JOB TITLE:
DRAWN BY:
JOB ADDRESS:
JOB NO.
DRAWING NO. A-3
REVISION NO. E



1 A-4 THIRD FLOOR PLAN
SCALE: 1/4 = 1'-0"



2 A-4 SECTION THRU EXHAUST VENT
SCALE: 1/4 = 1'-0"

NOTES:
INDOOR LIGHTING:
1. FOR KITCHENS: SEE ENERGY REPORT RESIDENTIAL KITCHEN LIGHTING WORKSHEET FORM WS–5R. 50% OR MORE OF THE KITCHEN LIGHTING WATTAGE MUST BE FLUORESCENT.
2. BATHROOMS, LAUNDRY, UTILITY ROOMS AND GARAGES: PROVIDE FLUORESCENT FIXTURES OR PROVIDE A MANUAL ON / AUTOMATIC OCCUPANCY SENSOR CONTROL (NO DIMMERS) (BEES 150 (K)3).
3. FOR ALL ROOM (OTHER THAN KITCHENS, BATHROOMS, LAUNDRY, UTILITY ROOMS AND GARAGES), INCLUDING CLOSETS 70 SQUARE FEET OR MORE: PROVIDE FLUORESCENT FIXTURES, OR PROVIDE OCCUPANCY SENSORS OR DIMMERS (BEES 150 (K)4).
4. ALL RECESSED LIGHTING FIXTURES INSTALLED IN INSULATED CEILINGS SHALL BE IC (INSULATION COVER) AND AT (AIR TIGHT) RATED (BEES 150 (K)6).

OUTDOOR LIGHTING:
5. ALL EXTERIOR LIGHTING FIXTURESI SHALL BE HIGH–EFFICANCY (FLUORESCENT), OR CONTROLLED BY AN AUTO ON/OFF MOTION SENSOR COMBINED WITH PHOTO SENSOR TO PREVENT DAYLIGHT USE (BEES (K)6IO).

PLUMBING:
6. USE 1–INCH INSULATION ON ALL HOT WATER PIPES 3/4 INCH OR GREATER IN DIAMETER, FROM THE WATER HEATER TO THE KITCHEN FIXTURES (BEES 151 (F)8D).

HVAC:
7. PROVIDE A SETBACK THERMOSTAT FOR EACH FURNACE (BEES 150 (I)).
8. INSULATE NEW HEATING DUCTS TO R–8 IF MORE THAN 40 FEET OF NEW DUCTS ARE INSTALLED IN UNCONDITIONED SPACE (BEES 152 (b)D).

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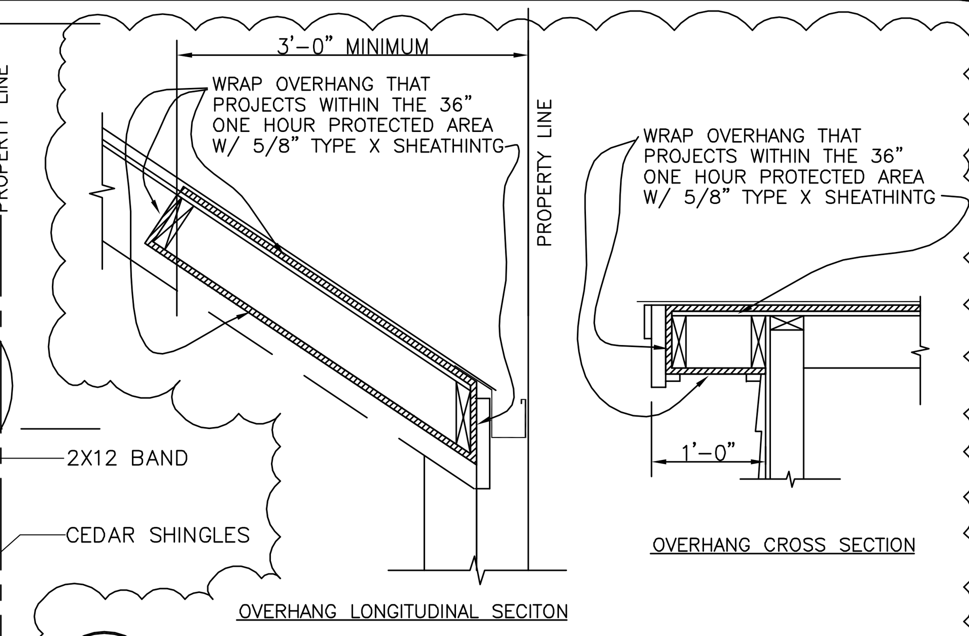
C	5/15/09	BLDG DEPT REQUREMENTS
D	8/4/09	BLDG DEPT REQUREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: 3RD FLOOR PLAN - BUILDING A & B
JOB TITLE:
JOB ADDRESS:
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
DRAWN BY:
JOB NO.:
DRAWING NO.: A-4
REVISION NO.: E

1 A-5 PROPOSED WEST (FRONT) ELEVATION
SCALE: 1/4"= 1'-0"



3 A-5 ONE HOUR OVERHANG PROTECTION
SCALE: 3/4"= 1'-0"

2 A-5 PROPOSED EAST (REAR) ELEVATION
SCALE: 1/4"= 1'-0"

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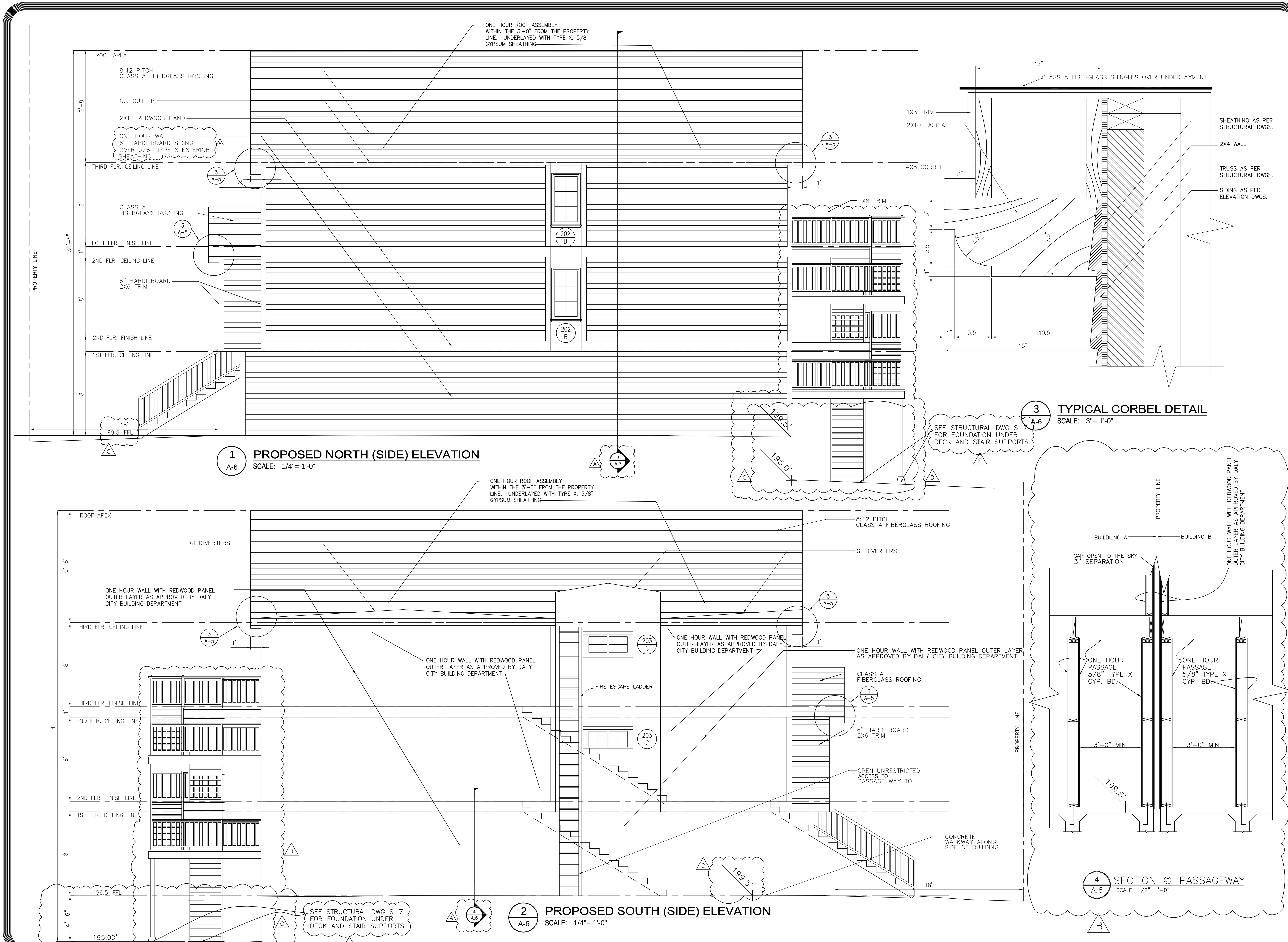
C	5/15/09	BLDG DEPT REQUREMENTS
D	8/4/09	BLDG DEPT REQUREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: FRONT AND REAR EXTERIOR ELEVATIONS
JOB TITLE
JOB ADDRESS
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
DRAWN BY
JOB NO.
DRAWING NO. A-5
REVISION NO. E-



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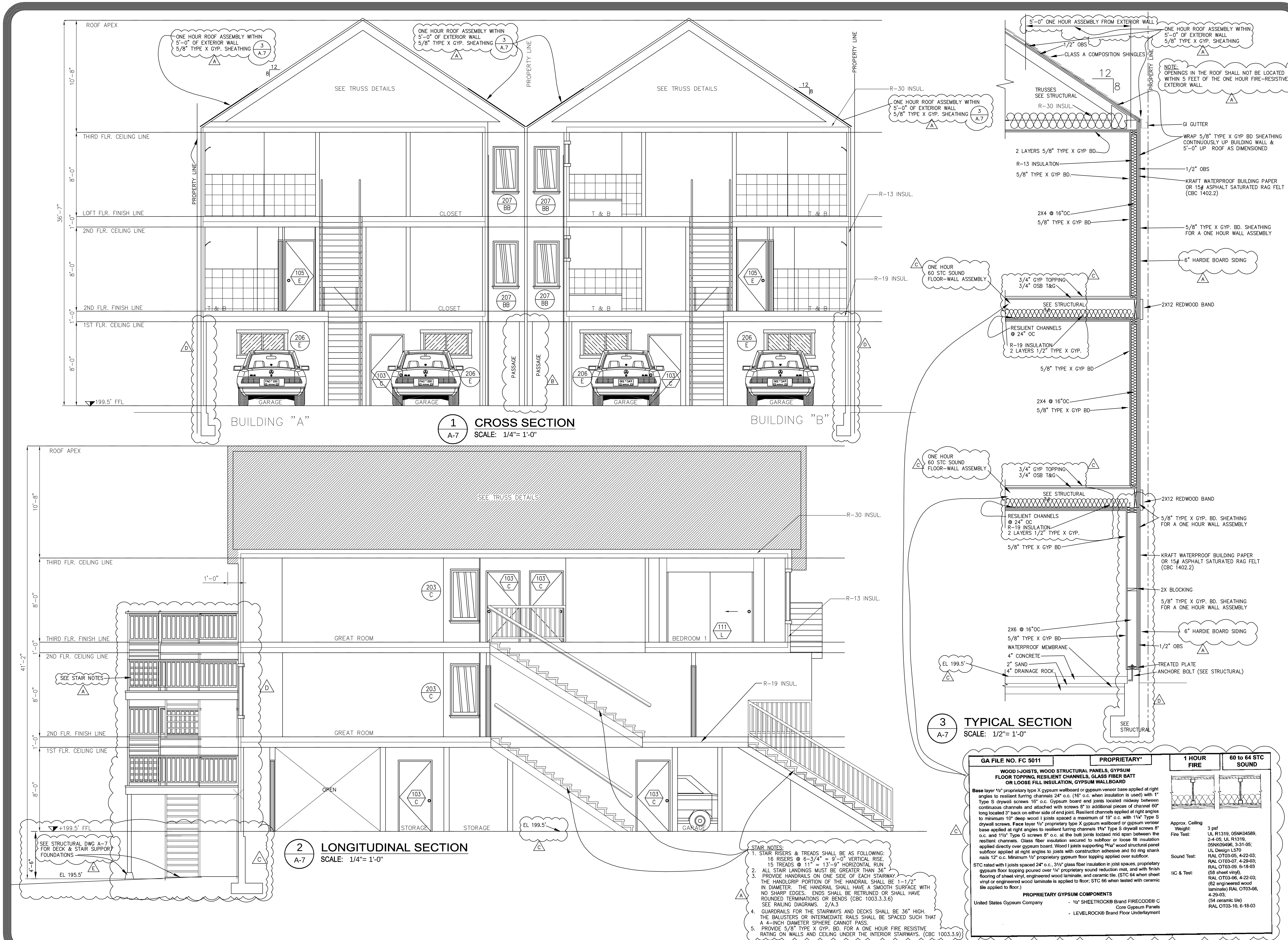
D	8/4/09	BLDG DEPT REQUIREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: RIGHT AND LEFT SIDE EXTERIOR ELEVATIONS
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
JOB TITLE
JOB ADDRESS
DRAWN BY
JOB NO.
DRAWING NO. A-6
REVISION NO. E-



STAIR NOTES:

1. STAIR RISERS & TREADS SHALL BE AS FOLLOWING:
   16 RISERS @ 6-3/4" = 9'-0" VERTICAL RISE.
   15 TREADS @ 11" = 13'-9" HORIZONTAL RUN
2. ALL STAIR LANDINGS MUST BE GREATER THAN 36"
3. PROVIDE HANDRAILS ON ONE SIDE OF EACH STAIRWAY. THE HANDLGRIP PORTION OF THE HANDRAIL SHALL BE 1-1/2" IN DIAMETER. THE HANDRAIL SHALL HAVE A SMOOTH SURFACE WITH NO SHARP EDGES. ENDS SHALL BE RETRUNED OR SHALL HAVE ROUNDED TERMINATIONS OR BENDS (CBC 1003.3.3.6) SEE RAILING DIAGRAMS. 2/A.3
4. GUARDRAILS FOR THE STAIRWAYS AND DECKS SHALL BE 36" HIGH. THE BALUSTERS OR INTERMEDIATE RAILS SHALL BE SPACED SUCH THAT A 4-INCH DIAMETER SPHERE CANNOT PASS.
5. PROVIDE 5/8" TYPE X GYP. BD. FOR A ONE HOUR FIRE RESISTIVE RATING ON WALLS AND CEILING UNDER THE INTERIOR STAIRWAYS. (CBC 1003.3.9)

GA FILE NO. FC 5011 | **PROPRIETARY*** | **1 HOUR FIRE** | **60 to 64 STC SOUND**

WOOD I-JOISTS, WOOD STRUCTURAL PANELS, GYPSUM FLOOR TOPPING, RESILIENT CHANNELS, GLASS FIBER BATT OR LOOSE FILL INSULATION, GYPSUM WALLBOARD

Base layer 1/2" proprietary type X gypsum wallboard or gypsum veneer base applied at right angles to resilient furring channels 24" o.c. (16" o.c. when insulation is used) with 1" Type S drywall screws 16" o.c. Gypsum board end joints located midway between continuous channels and attached with screws 8" to additional pieces of channel 60" long located 3" back on either side of end joint. Resilient channels applied at right angles to minimum 10" deep wood I joists spaced a maximum of 19" o.c. with 1 1/4" Type S drywall screws. **Face** layer 1/2" proprietary type X gypsum wallboard or gypsum veneer base applied at right angles to resilient furring channels 1 5/8" Type S drywall screws 8" o.c. and 1 1/2" Type G screws 8" o.c. at the butt joints loctaed mid span between the resilient channels. Glass fiber insulation secured to subfloor or loose fill insulation applied directly over gypsum board. Wood I joists supporting 19/32" wood structural panel subfloor applied at right angles to joists with construction adhesive and 6d ring shank nails 12" o.c. Minimum 1/2" proprietary gypsum floor topping applied over subfloor.

STC rated with I joists spaced 24" o.c., 3 1/2" glass fiber insulation in joist spaces, proprietary gypsum floor topping poured over 1/4" proprietary sound reduction mat, and with finish flooring of sheet vinyl, engineered wood laminate, and ceramic tile. (STC 64 when sheet vinyl or engineered wood laminate is applied to floor; STC 66 when tested with ceramic tile applied to floor.)

PROPRIETARY GYPSUM COMPONENTS

United States Gypsum Company
- 1/2" SHEETROCK® Brand FIRECODE® C Core Gypsum Panels
- LEVELROCK® Brand Floor Underlayment

Approx. Ceiling Weight: 3 psf
Fire Test: UL R1319, 05NK04589, 2-4-05; UL R1319, 05NK09496, 3-31-05; UL Design L570
Sound Test: RAL OT03-05, 4-22-03; RAL OT03-07, 4-29-03; RAL OT03-09, 6-18-03
IIC & Test: (58 sheet vinyl), RAL OT03-06, 4-22-03; (62 engineered wood laminate) RAL OT03-08, 4-29-03; (54 ceramic tile) RAL OT03-10, 6-18-03

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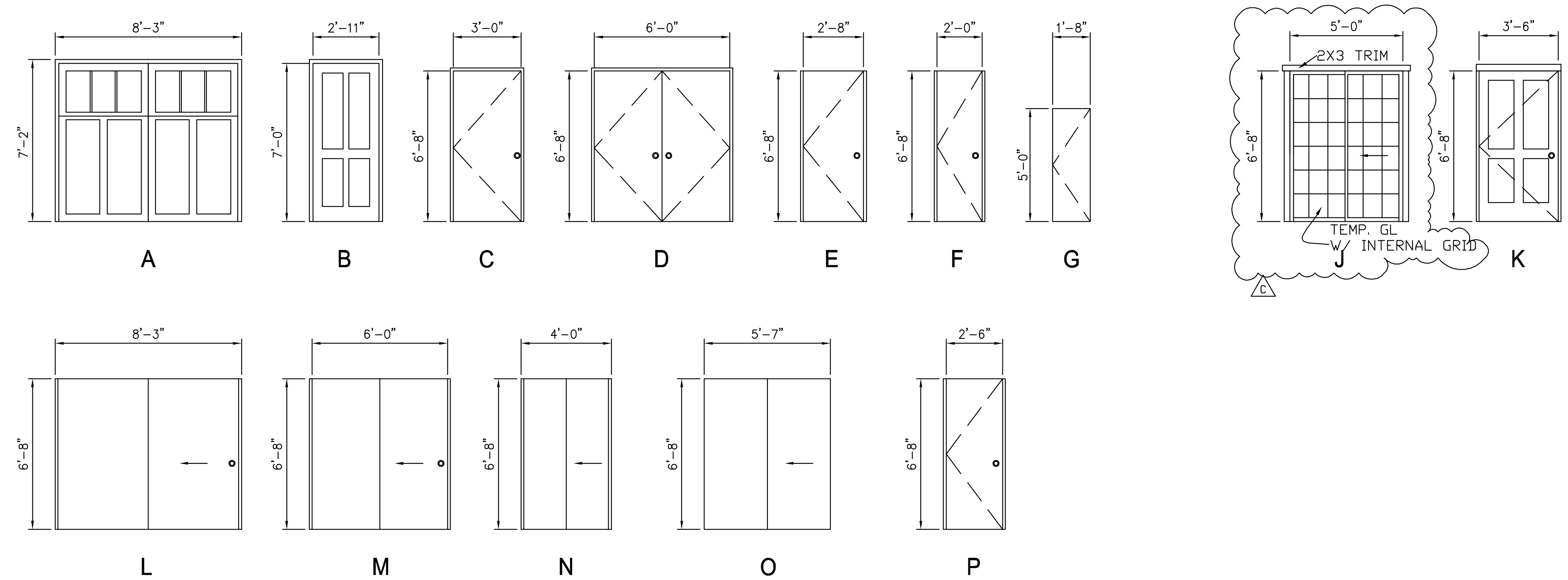
C	5/15/09	BLDG DEPT REQUREMENTS
D	8/4/09	BLDG DEPT REQUREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: LONGITUDINAL AND CROSS SECTION
JOB TITLE:
JOB ADDRESS:
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
DRAWN BY:
JOB NO.:
DRAWING NO. A-7
REVISION NO. E-

DOOR SCHEDULE

NO.	OPENING SIZE (W X H)	TYPE	CONSTRUCTION	GLASS	GLASS TYPE	REMARKS
101	8'-3" X 7'-2"	A				CARPORT DOOR
102	2'-11" X 7'-0"	B				PRIMARY DOOR
103	3'-0" X 6'-8"X 1-3/8" SOLID CORE	C	20 MIN. RATED			SELF CLOSING TIGHT FITTING
104	6'-0" X 6'-8"	D				
105	2'-8" X 6'-8"	E				
106	2'-0" X 6'-8"	F				
107	1'-8" X 5'-0"	G				
109	5'-0" X 6'-8"	J		TEMPERED GLASS	LOW E	
110	3'-9" X 6'-8"	K				
111	6'-0" X 6'-8"	L				
112	6'-3" X 6'-8"	M				
113	4'-0" X 6'-8"	N				
114	5'-7" X 6'-8"	O				
115	2'-6" X 6'-8"	P				



1 A-8 **DOOR ELEVATION**
SCALE: 1/4" = 1'-0"

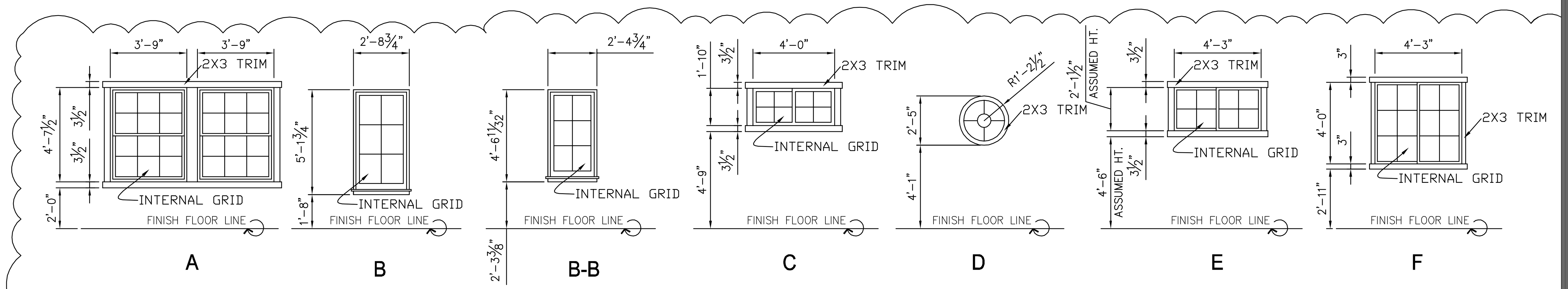
WINDOW SCHEDULE

NO.	OPENING SIZE (W X H)	TYPE	CONSTRUCTION	GLASS	GLASS TYPE	MANUFACTURER	U-FACTOR	SHADING COEFFICIENT	REMARKS
201	3'-9" X 4'-7½"	A	VINYL		LOW E	MILGARD CLASSIC	0.440 NFRC	0.33 NFRC	SINGLE HUNG
202	2'-8¾" X 5'-1¾"	B	VINYL		LOW E	MILGARD CLASSIC	0.440 NFRC	0.33 NFRC	CASEMENT
203	4'-0" X 1'-10"	C	VINYL		LOW E	MILGARD CLASSIC	0.440 NFRC	0.33 NFRC	SINGLE SLIDER
204	2'-5"ø	D	VINYL		LOW E	MILGARD CLASSIC	0.440 NFRC	0.33 NFRC	PIVOT OPENING
205	4'-3" X 2'-1½"	E	VINYL		LOW E	MILGARD CLASSIC	0.440 NFRC	0.33 NFRC	SINGLE SLIDER
206	4'-3" X 4'-0"	F	VINYL		LOW E	MILGARD CLASSIC	0.440 NFRC	0.33 NFRC	SINGLE SLIDER
207	2'-4"" X 4'-6"	B-B	VINYL		LOW E	MILGARD CLASSIC	0.440 NFRC	0.33 NFRC	CASEMENT OPEN TO FULL 90 DEGREES

A

NOTE:
NFRC TEMPORARY LABELING ON NEW WINDOWS AND EXTERIOR DOORS SHALL NOT BE REMOVED UNTIL INSPECTED BY THE ENFORCEMENT AGENCY (BEES STD 116 (a) 4).

A



2 A-8 **WINDOW ELEVATION**
SCALE: 1/4" = 1'-0"

C

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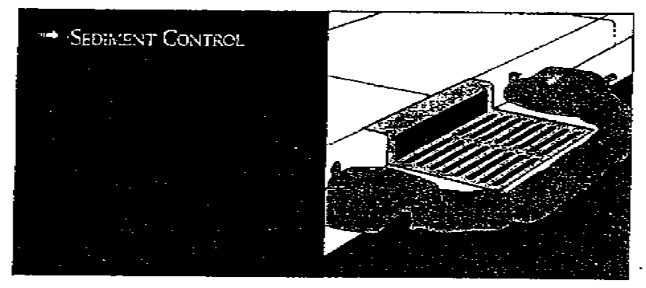
LICENSED ARCHITECT RONALD ANTHONY PERNER NO. C4452 REN. 3-31-17 STATE OF CALIFORNIA

PAIR OF DUPLEXES
1645 A & B EDGEWORTH AVENUE
DALY CITY, CA 94015

NO.	DATE	REVISION
A	6/23/08	BLDG DEPT REQUREMENTS
B	2/2/09	BLDG DEPT REQUREMENTS
C	5/15/09	BLDG DEPT REQUREMENTS
D	8/4/09	BLDG DEPT REQUREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: DOOR AND WINDOW SCHEDULE
JOB TITLE:
JOB ADDRESS:
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
DRAWN BY:
JOB NO.:
DRAWING NO. A-8
REVISION NO. E

STORM DRAIN INLET PROTECTION



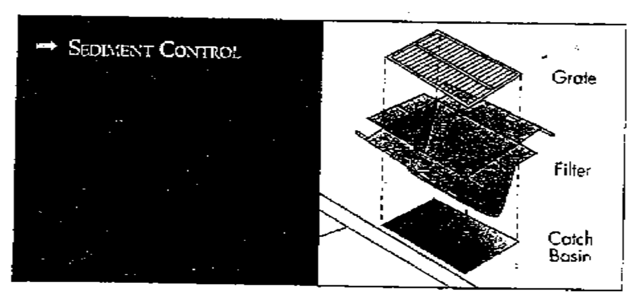
Purpose: Temporary devices constructed around storm drains improve the quality of water being discharged to inlets or catch basins by ponding sediment-laden runoff and increasing settling time. Appropriate for small drainage areas only.

Application:
- Where sediment laden surface runoff may enter an inlet.
- Where drainage areas have not been permanently stabilized.
- Where the drainage area is 0.4 ha (1 ac) or less.
- Appropriate during wet seasons.
- Appropriate in open areas subject to sheet flow and for flows not exceeding 0.014 m^3/s (0.5 cfs).
- Block and gravel bag barriers are applicable when sheet flows or concentrated flows exceed 0.014 m^3/s (0.5 cfs), and it is necessary to allow for overtopping to prevent flooding.
- Excavated drop inlet sediment traps are appropriate where relatively heavy flows are expected and overflow capability is needed.

Limitations:
- Use only when ponding will not encroach into highway traffic or onto erodible surfaces and slopes.
- Sediment removal becomes more difficult in high flow conditions. If high flow conditions are expected, other on-site sediment trapping techniques should be used in conjunction with inlet protection.
- Frequent maintenance is required to minimize short-circuiting and to remove sediment deposits and buildup.

S.F. Bay RWQCB (07/02) B-49

CATCH BASIN INLET FILTERS



Purpose: Temporary inlet filter lowered into catch basins and held in place by the grate. Designed to improve the quality of the water being discharged to inlets or catchbasins by filtering silt and sediment from runoff.

Application:
- Construction sites with disturbed or unvegetated areas where sediment laden water can enter catchbasins or inlets
- Where pollution of watercourses or drainage system clogging from sediment laden storm water is a concern.

Limitations:
- Should be used only as a secondary sediment control in conjunction with primary erosion control measures such as hydroseeding/hydromulching, or erosion control blankets

Installation:
- Remove drain grate
- Insert catch basin filter into basin leaving 3" flap exposed
- Replace grate to basin thereby pinching fabric between grate and catch basin and holding filter in place

Inspection and Maintenance:
- Inspect catch basin filters weekly and after every rain event
- Empty catch basin filters when filters appear to be half full
- Dispose of trapped sediment in accordance with local requirements
- Clean and reuse inlet filters or discard and replace as necessary.

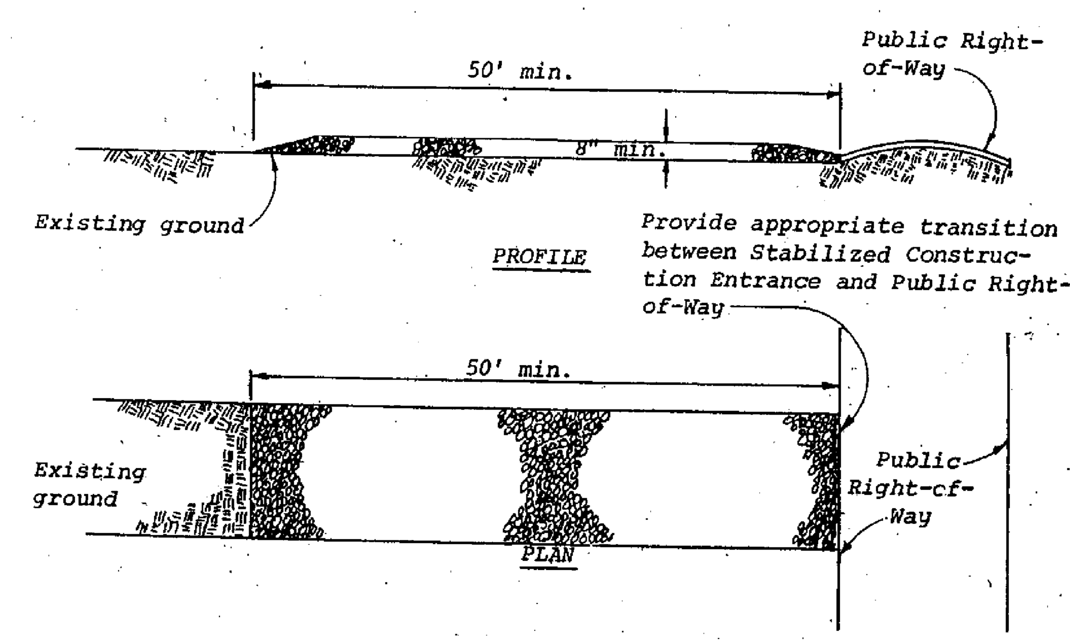
F. Bay RWQCB (07/02) B-51

CHAPTER 7
STRUCTURAL STANDARDS AND SAMPLE SPECIFICATIONS

MEASURE A: TEMPORARY STABILIZED CONSTRUCTION ENTRANCE

FIGURE 7. Sample Drawing: Stabilized Construction Entrance

(not to scale)



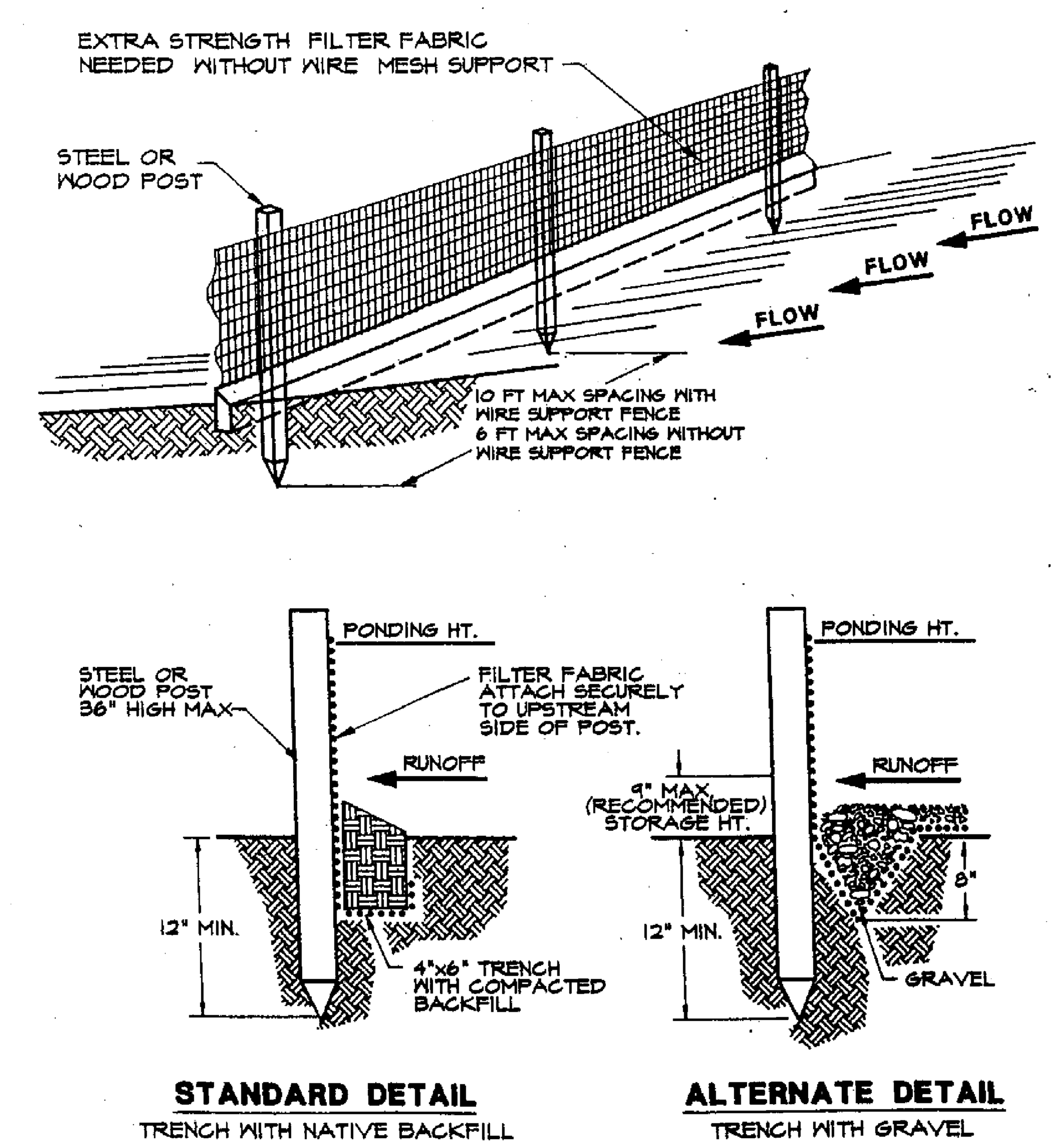
Design and Construction Specifications

1. The material for construction of the pad shall be 2 to 3 inch (5-8 cm) stone.
2. The thickness of the pad shall not be less than 8 inches (20 cm).
3. The width of the pad shall not be less than the full width of all points of ingress or egress.
4. The length of the pad shall be as required, but not less than 50 feet (15 m).
5. The entrance shall be maintained in a condition that will prevent tracking or flowing of sediment onto public rights-of-way. This may require periodic top dressing with additional stone as conditions demand, and repair and/or cleanout of any measures used to trap sediment. All sediment spilled, dropped, washed, or tracked onto public rights-of-way shall be removed immediately.
6. When necessary, wheels shall be cleaned to remove sediment prior to entrance onto public rights-of-way. When washing is required, it shall be done on an area stabilized with crushed stone which drains into an approved sediment trap or sediment basin. All sediment shall be prevented from entering any storm drain, ditch, or watercourse through use of sand bags, gravel, boards, or other approved methods.

CHAPTER 7
STRUCTURAL STANDARDS AND SAMPLE SPECIFICATIONS

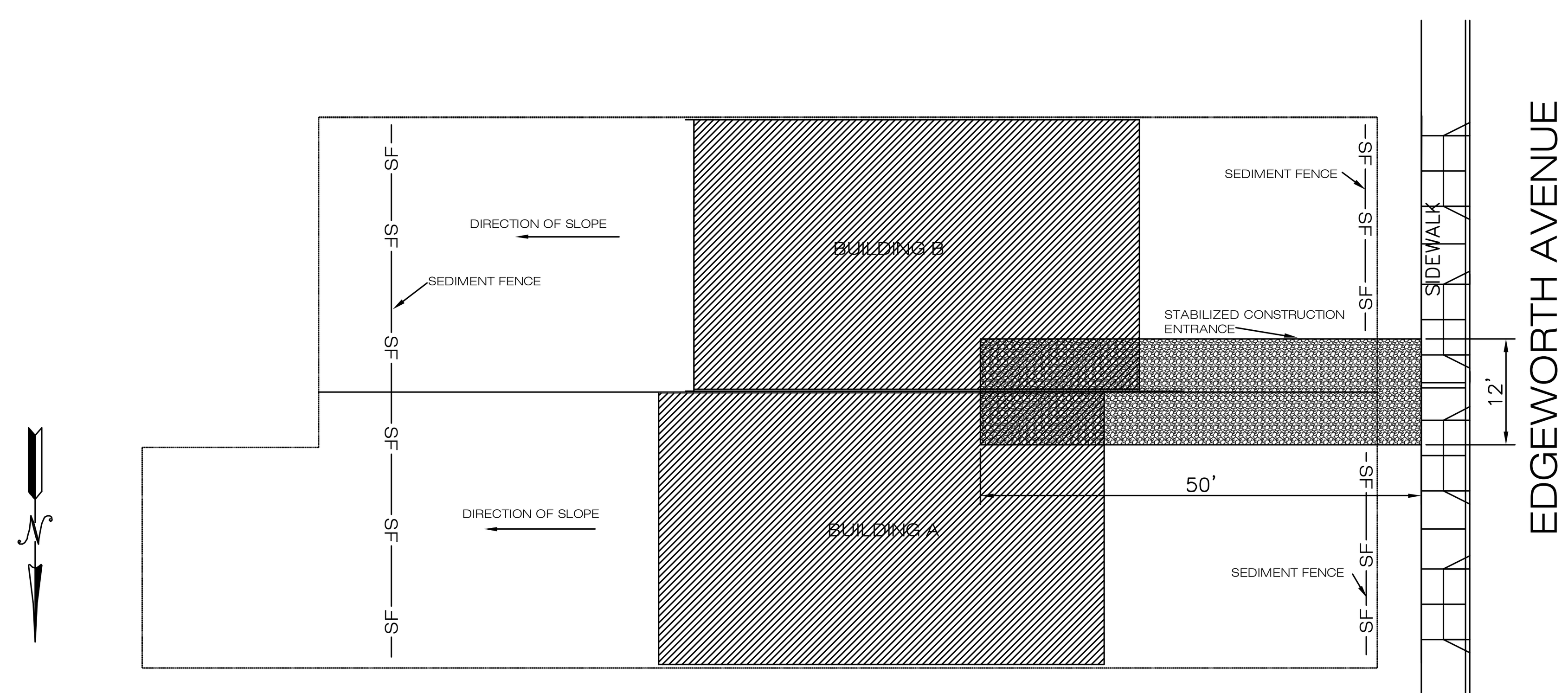
MEASURE R: TEMPORARY SILT FENCE

FIGURE 39. Sample Drawing: Silt Fence



Source: Erosion Draw 1.3, *Salix Applied Earthcare [Ref. No. 3]*

Manual of Standards for Erosion and Sediment Control Measures 7.141



1 / A-9 **EROSION & SEDIMENT PLAN**
SCALE: 1/16" = 1'-0"

NOTES:

A. ALL NEW UTILITY SERVICE CONNECTIONS INCLUDING ELECTRICAL/TELECOMMUNICATION SERVICES SHALL BE THROUGH UNDERGROUND CCONDUITS. THERE SHALL BE NO AERIAL SERVICE DROP.
B. THE APPLICANT/PERMITTEE SHALL ABANDON ALL EXISTING UTILITIES PER CITY STANDARD SPECIFICATIONS.

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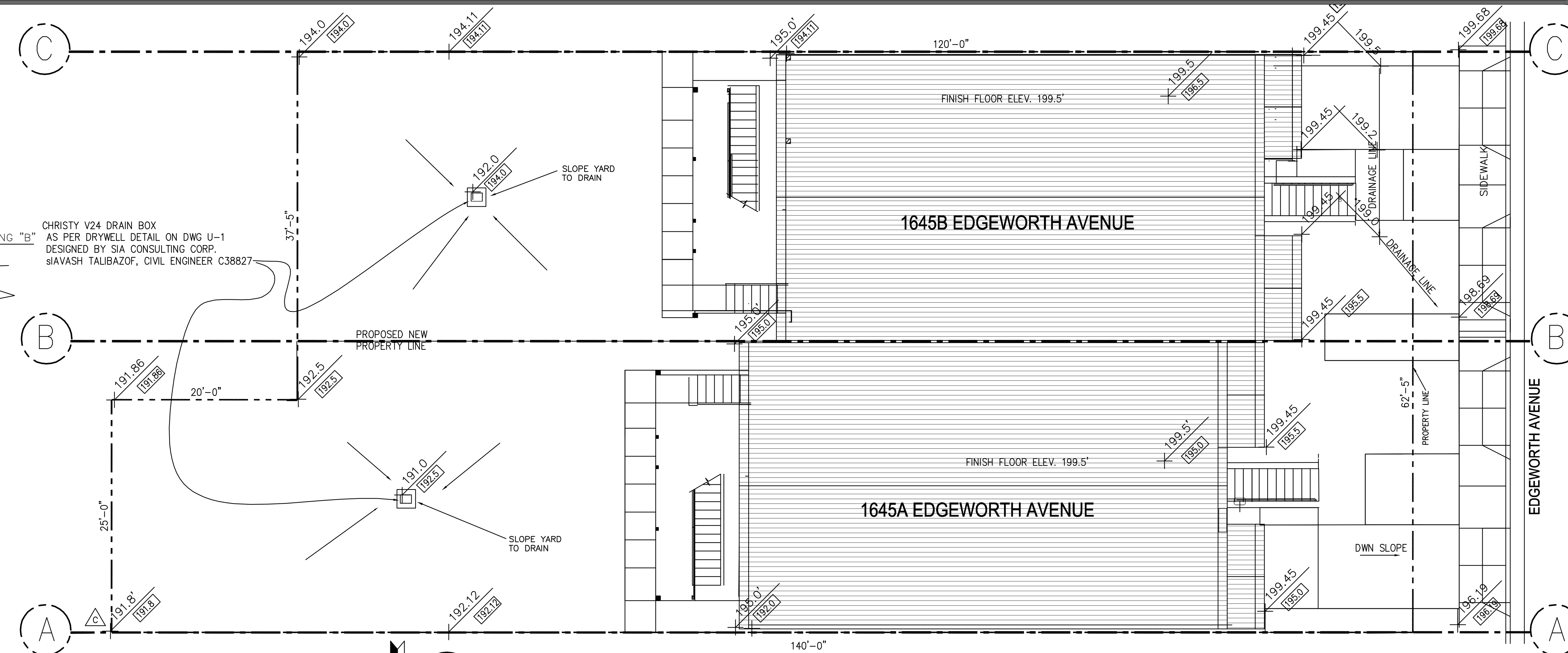
PAIR OF DUPLEXES
1645 A & B EDGEWORTH AVENUE
DALY CITY, CA 94015

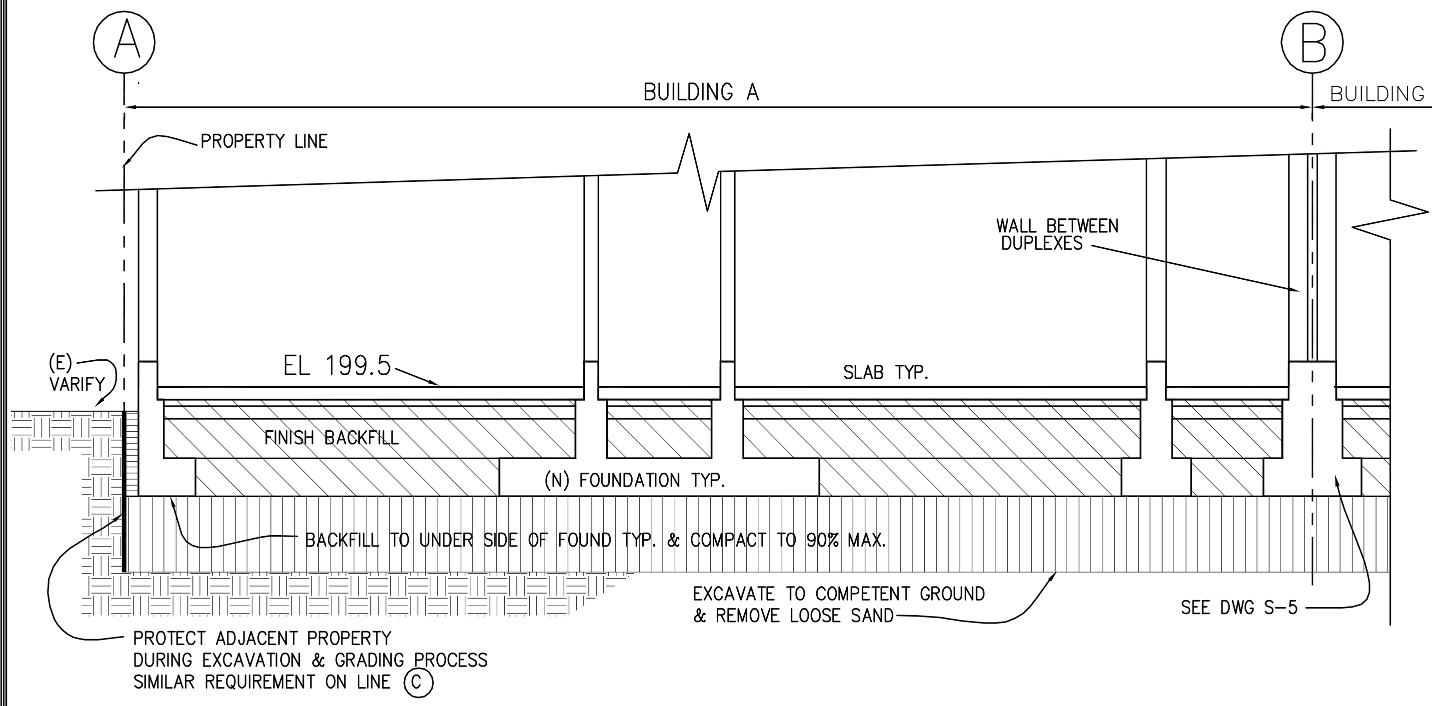
NO.	DATE	REVISION

DRAWING TITLE: EROSION & SEDIMENT PLAN
JOB TITLE
JOB ADDRESS
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/16"=1'-0"
DRAWN BY
DRAWING NO.: A-9
REVISION NO.: –

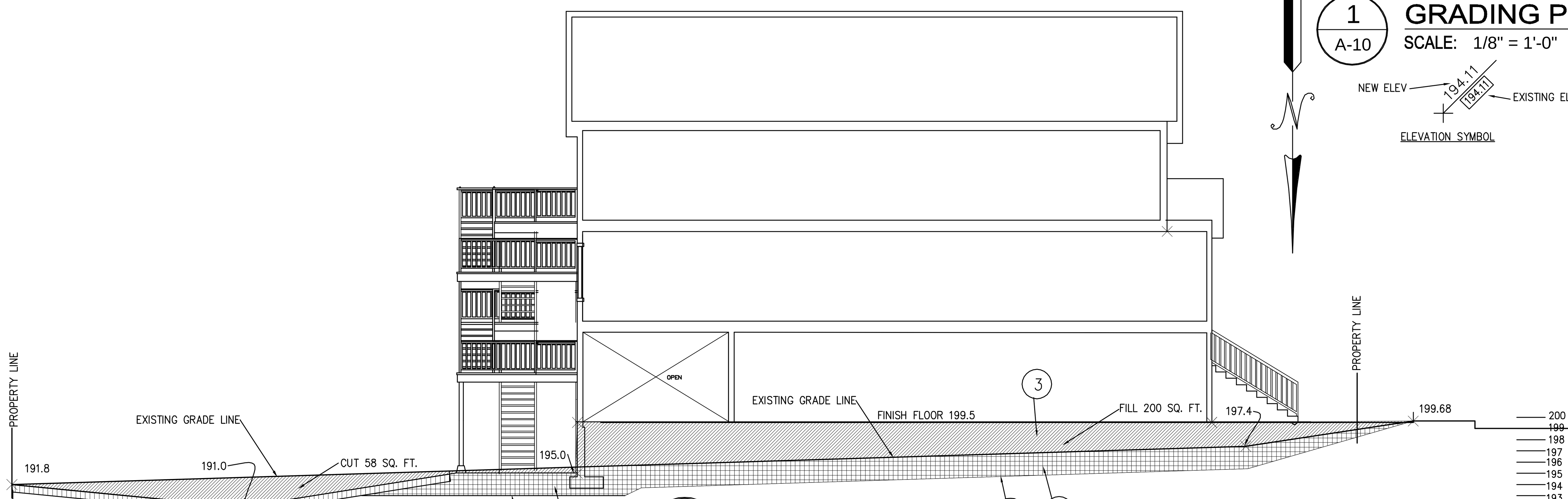


1 A-10 GRADING PLAN
SCALE: 1/8" = 1'-0"

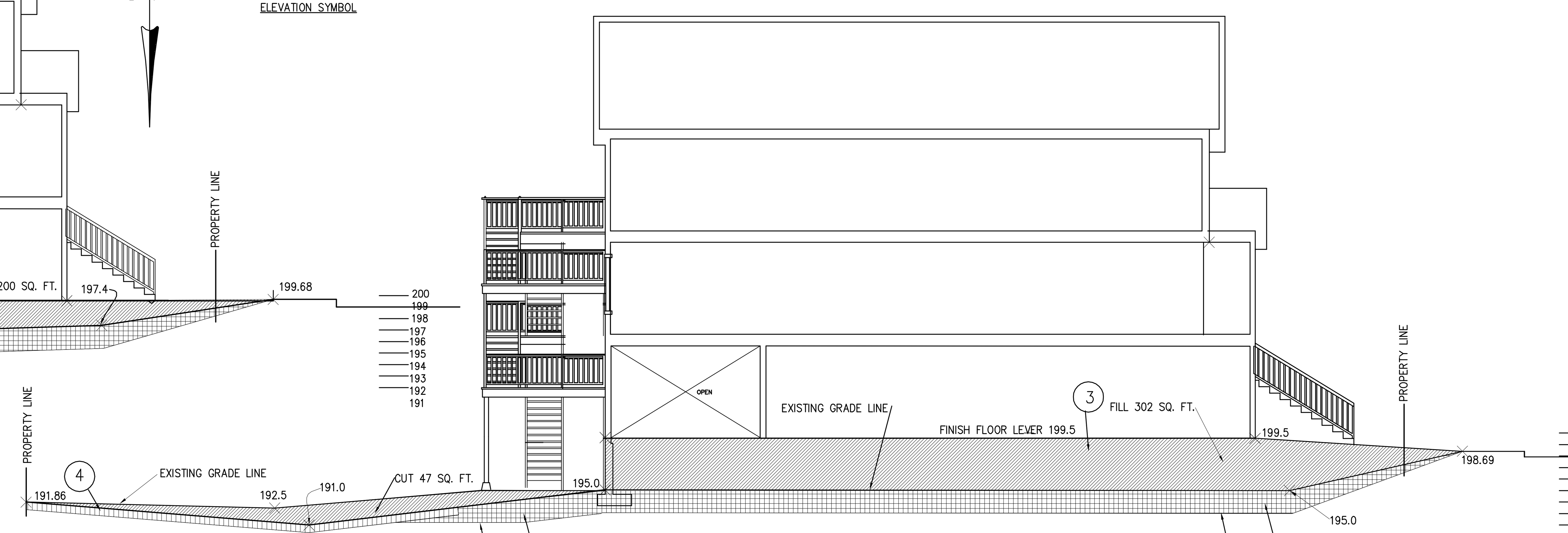
NEW ELEV 194.11 EXISTING ELEV.
ELEVATION SYMBOL



5 A-10 FILL CROSS SECTION
SCALE: 1/4" = 1'-0"



2 A-10 PROFILE LINE A
SCALE: 1/8" = 1'-0"



3 A-10 PROFILE LINE B
SCALE: 1/8" = 1'-0"

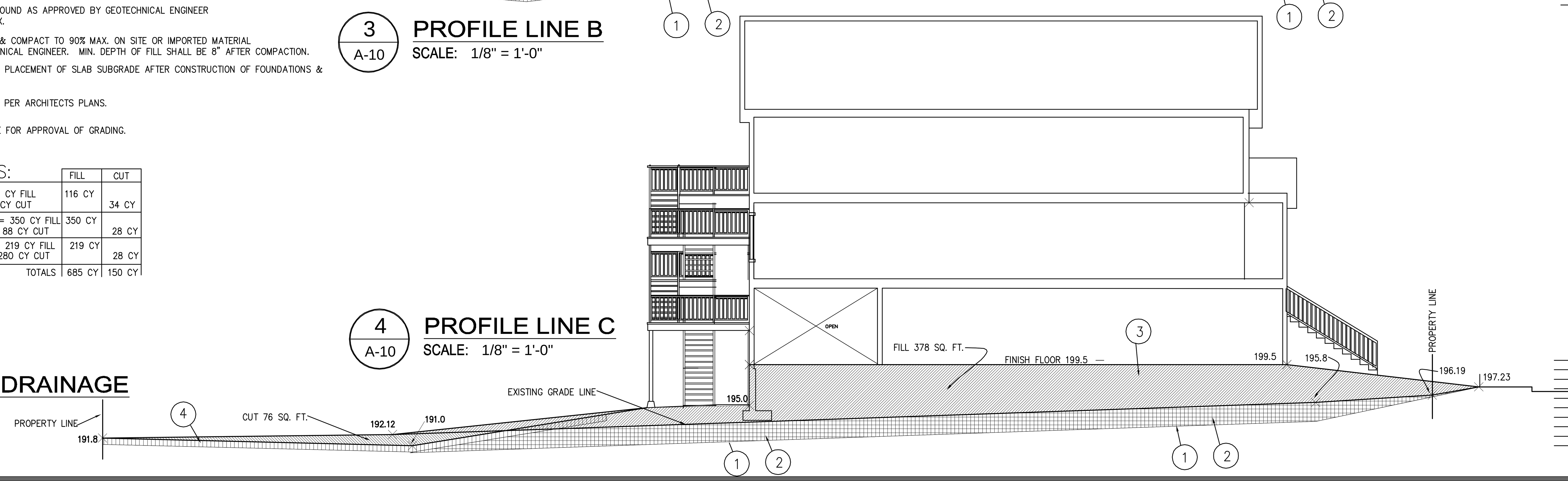
GRADING NOTES:

1. REMOVE LOOSE SANDS TO COMPETENT GROUND AS APPROVED BY GEOTECHNICAL ENGINEER SCARIFY TOP 6" & COMPACT TO 90% MAX.
2. BACKFILL TO UNDERSIDE OF FOUNDATION & COMPACT TO 90% MAX. ON SITE OR IMPORTED MATERIAL FOR BACKFILL AS APPROVED BY GEOTECHNICAL ENGINEER. MIN. DEPTH OF FILL SHALL BE 8" AFTER COMPACTION.
3. COMPLETE BACK FILL & COMPACTING AND PLACEMENT OF SLAB SUBGRADE AFTER CONSTRUCTION OF FOUNDATIONS & RETAINING WALLS.
4. FINISH GRADING, TOPSOIL & LANDSCAPING PER ARCHITECTS PLANS.

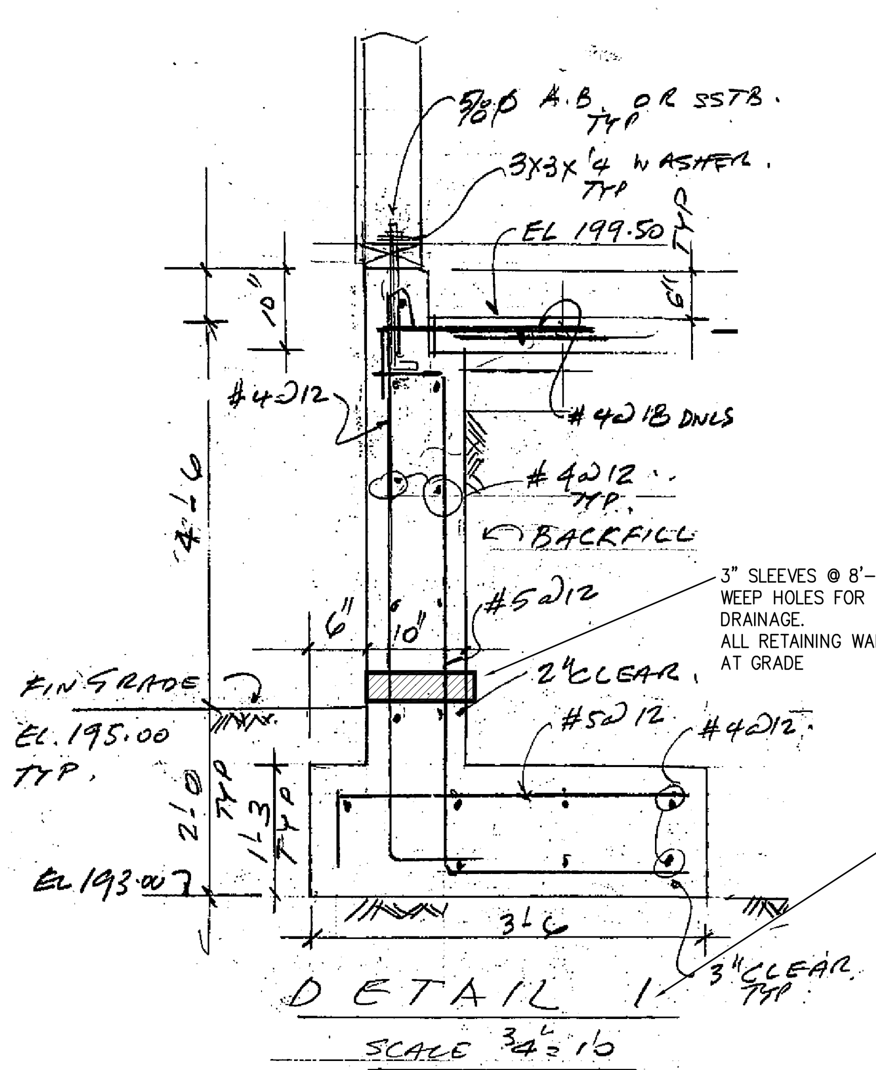
GEOTECHNICAL ENGINEER SHALL VISIT SITE FOR APPROVAL OF GRADING.

CUT & FILL CALCULATIONS:

	FILL	CUT
LINE A – FILL 200 SF X 15.6' WIDE=31.20/27=116 CY FILL	116 CY	
LINE A – CUT 58 SF X 15.6' WIDE = 905/27=34 CY CUT		34 CY
LINE B – FILL 302 SF X 31.25' WIDE = 9438/27 = 350 CY FILL	350 CY	
LINE B – CUT 76 SF X 31.25 WIDE = 2375/27 = 88 CY CUT		28 CY
LINE C – FILL 378 SF X 15.6' WIDE = 5897/27 = 219 CY FILL	219 CY	
LINE C – CUT 47 SF X 15..6' WIDE = 734/27 = 280 CY CUT		28 CY
TOTALS	685 CY	150 CY



4 A-10 PROFILE LINE C
SCALE: 1/8" = 1'-0"



FOSTER ENGINEERING DETAIL SHOWN ON STRUCTURAL DRAWING S-5 WEEP HOLES HAVE BEEN ADDED

6 A-10 FOUNDATION DRAINAGE
SCALE: 3/4"" = 1'-0"

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PAIR OF DUPLEXES
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DALY CITY, CA 94015

NO.	DATE	REVISION
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B	2/2/09	BLDG DEPT REQUREMENTS
C	5/15/09	BLDG DEPT REQUREMENTS
D	8/4/09	BLDG DEPT REQUREMENTS
E	10/21/09	SOILS ENGINEERS REQ.

DRAWING TITLE: ROOF AND SITE PLAN
JOB TITLE
JOB ADDRESS
DATE: APR 17, 2015 NEW SUBMITTAL
SCALE: 1/4" = 1'-0"
DRAWN BY
JOB NO.
DRAWING NO. A-10
REVISION NO. E-

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Use Permit UPR-4-16-12046 – Tattoo and Body Piercing Business at 6074A Mission Street

Recommended Action

Approve the Use Permit, subject to the Findings and Conditions as outlined herein.

Planning Commission Discussion

On June 8, 2016, the Planning Commission voted 3-0 (Commissioners Crump absent and Commissioner Satorre abstained) to recommend the City Council approve Use Permit UPR-4-16-12046. Commissioner Sylvester confirmed that staff was not limiting the operational hours of the proposed business. Commissioner Tallerico confirmed that the existing tattoo business at 55 Washington Street had operated without incident and staff confirmed that there were no reported incidents at this address. Commissioner Edelman asked what the other use in the building was. Staff indicated that the space was vacant.

Background

The applicant, Francisco Garcia, proposes to operate a tattoo and body piercing business, Simply Nature Body Art, in an existing building at 6074A Mission Street that was previously a beauty salon (see Attachment A – Location Map). The Zoning Ordinance allows the establishment of tattoo businesses in the C-1 Light Commercial zone subject to use permit approval.

A total of two suites are located in the building at 6074 Mission Street and Simply Nature Body Art would occupy approximately 850 square foot of one of the tenant suites. All activities would be conducted within the building. No major modifications to the site or the exterior of the building have been proposed. The applicant also submitted a proposed floor plan (See Attachment B – Floor Plan) which shows that all tattooing will take place in the primary open area of the studio-like facility, in various open space working stations. A front reception desk is proposed toward the entrance area of the commercial building.

The proposed floor plan depicts three proposed work stations. A bathroom and a storage supply area are located in the rear of the building. The work stations will be designated for various activities involving body art, tattooing, and piercing. The body piercing stations would be equipment with sterilization equipment. The applicant has proposed operating hours of 9:00 A.M. to 5:00 P.M., Monday through Friday, and 10:00 A.M. to 2:00 P.M. on Saturday. The business would be closed on Sunday. Staff has not made operational hours a Condition of Approval, but the Planning Commission could do so if it determined there to be a public safety reason to do so.

According to City records, there is presently one existing tattoo business in Daly City, located at 55 Washington Street, which has operated since 2001. This business has operated without any incidents since that time according to Police Department records and the Police Department has no issue with the issuance of the subject permit.

Upon the approval of this use permit, the applicant would need to submit a building permit application to the Building Division that is required to facilitate a change of occupancy. Also, in order to operate a safe, sterile, body piercing professional enterprise, the applicant would be required to comply with all State of California and San Mateo County regulations that govern tattooing and body piercing type of businesses. These agencies enforce the California Health and Safety Code and Penal Code, which impose cleanliness standards and impose limitations on businesses applying tattoos and offering body piercing. For example, minors under age 18 are not allowed to receive tattoos, with or without parental consent, but may receive most forms of body piercing if a parent is present.

Fiscal Analysis

Since this is an existing commercial type building that has been unoccupied for several months, its use will require tenant improvements and basic upkeep of the building and its surroundings which will in turn help to improve the property values in the vicinity. The applicant will pay for building permit and plan check fees to the City.

Environmental Assessment

The Planning Commission has reviewed the proposal under the requirement of the California Environmental Quality Act (CEQA) and has determined that the project is exempt from CEQA per CEQA Guidelines Section 15061(b)(3) – Review for Exemption.

Findings

The Planning Commission has found that, as conditioned, the proposed use permit is in compliance with Title 17 (Zoning) of the Daly City Municipal Code. Approval of the proposed project would not be detrimental to the health, safety, morals, comfort and general welfare of persons residing in or working in the neighborhood, or be injurious or detrimental to the property and improvements in the neighborhood or the general welfare of the City. Approval of the proposed Use Permit UPR-4-16-12046**,** as conditioned herein, is in the best interest of the public health, safety, and general welfare of the community, and that the general site, architecture, and landscape considerations have been incorporated to ensure compatibility with adjacent buildings and to provide an attractive environment. These findings are based on the following facts:

1. In accordance with Title 17 (Zoning) of the Daly City Municipal Code, as well as applicable State zoning enabling legislation, the City Council will conduct a public hearing on the request on June 27, 2016. Notice of said hearing was given by posting in the area and first class mailing to property owners within 300 feet of the site.

2. The City Council has reviewed the application based on information provided by the applicant and has determined that the proposed use, subject to the conditions herein, is exempt from CEQA, per CEQA Guidelines Section 15061(b)(3) – Review for Exemption.

3. The subject use is consistent with the General Plan and the C-1 Light Commercial zone regulations and, together with the provisions for its design and operation, would not be detrimental to the health, safety, morals, comfort and general welfare of the neighborhood;

4. Ongoing existing businesses with similar operational features and uses have existed without incident and there is no evidence in the record that demonstrates the proposed tattoo and body piercing business have any detrimental impact to the public safety, provide the applicant continually holds all required State and County licenses.

Conditions of Approval

The Planning Commission recommends that the City Council approve Use Permit UPR- UPR-4-16-12046, subject to the following conditions and Daly City General Conditions of Approval. Minor deviations from the conditions of approval may be approved by the Planning Division. Significant deviations will require review and approval by the Planning Commission and City Council.

A. DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

General

1. The Use Permit approval shall be valid for a period of one year from the date of City Council approval. The approvals shall terminate if a building permit has not been obtained and construction commenced within one-year of City Council approval of the project or if the applicant fails to obtain a valid business license.

2. The Use Permit shall be valid only in conjunction with plans submitted and approved by the City Council. Any significant modifications and changes to the plans shall be treated as an amendment and shall be subject to review by a Council Committee appointed by the Mayor.

3. The applicant and all employees shall continually hold all requisite State and County licenses necessary by such agencies to conduct the business.

Signs

4. All signs at the subject property shall receive sign permits and shall remain in conformance with the Daly City Municipal Code. Banners, streamers, balloons, and any other device intended to attract visual attention shall be prohibited. Box signs shall be prohibited. Off-site advertising shall be prohibited.

5. The content of the all signs associated with the subject business shall be limited to the name of the business and shall be approved by the Planning Division.

B. BUILDING DIVISION

6. The applicant shall provide site accessibility from point of entrance of the site leading to point of entry of the retail store.

Recommendations

The Planning Commission recommends that the City Council:

1. Adopt the Findings as outlined herein;
2. Affirm the Environmental Assessment;
3. Approve Use Permit UPR-4-16-12046 subject to the Conditions of Approved outlined herein.

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

Respectfully submitted,

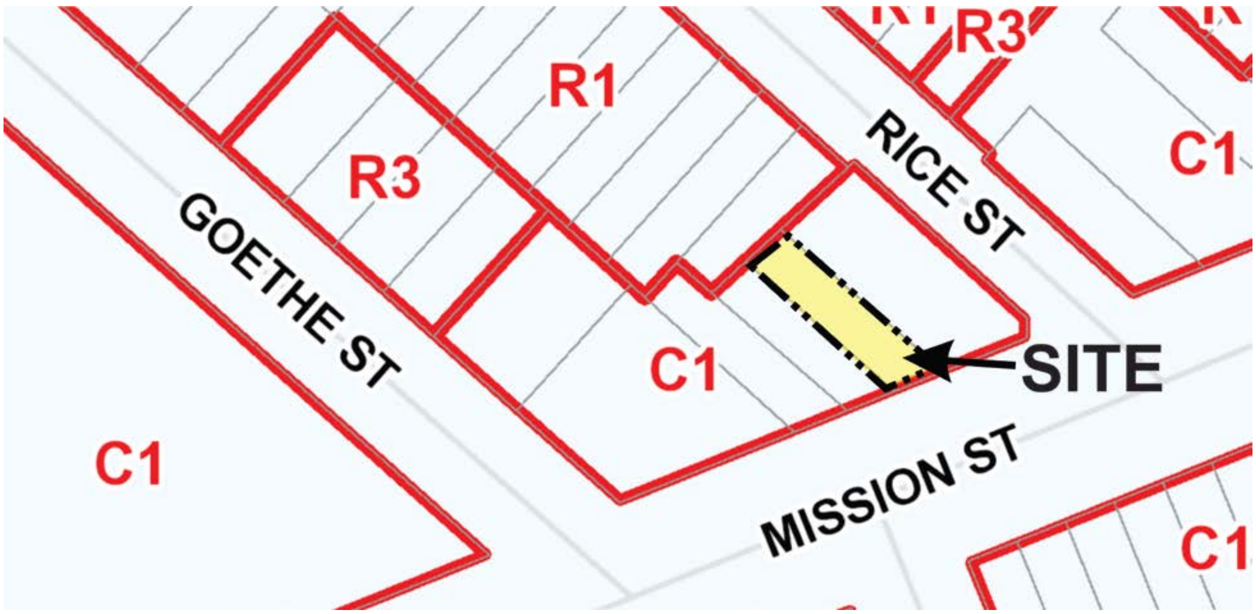
Tendai Mtunga
Associate Planner

Tatum Mothershead
Director of Economic and Community Development

Attachments

Attachment A – Location Map
Attachment B – Business Floorplan

G:\Planning\Current Planning Projects\6074 Mission Street - Tattoo Business\City Council - June 27, 2016\cc062716.tm.doc


R1
R3
R3
R1
RICE ST
C1
GOETHE ST
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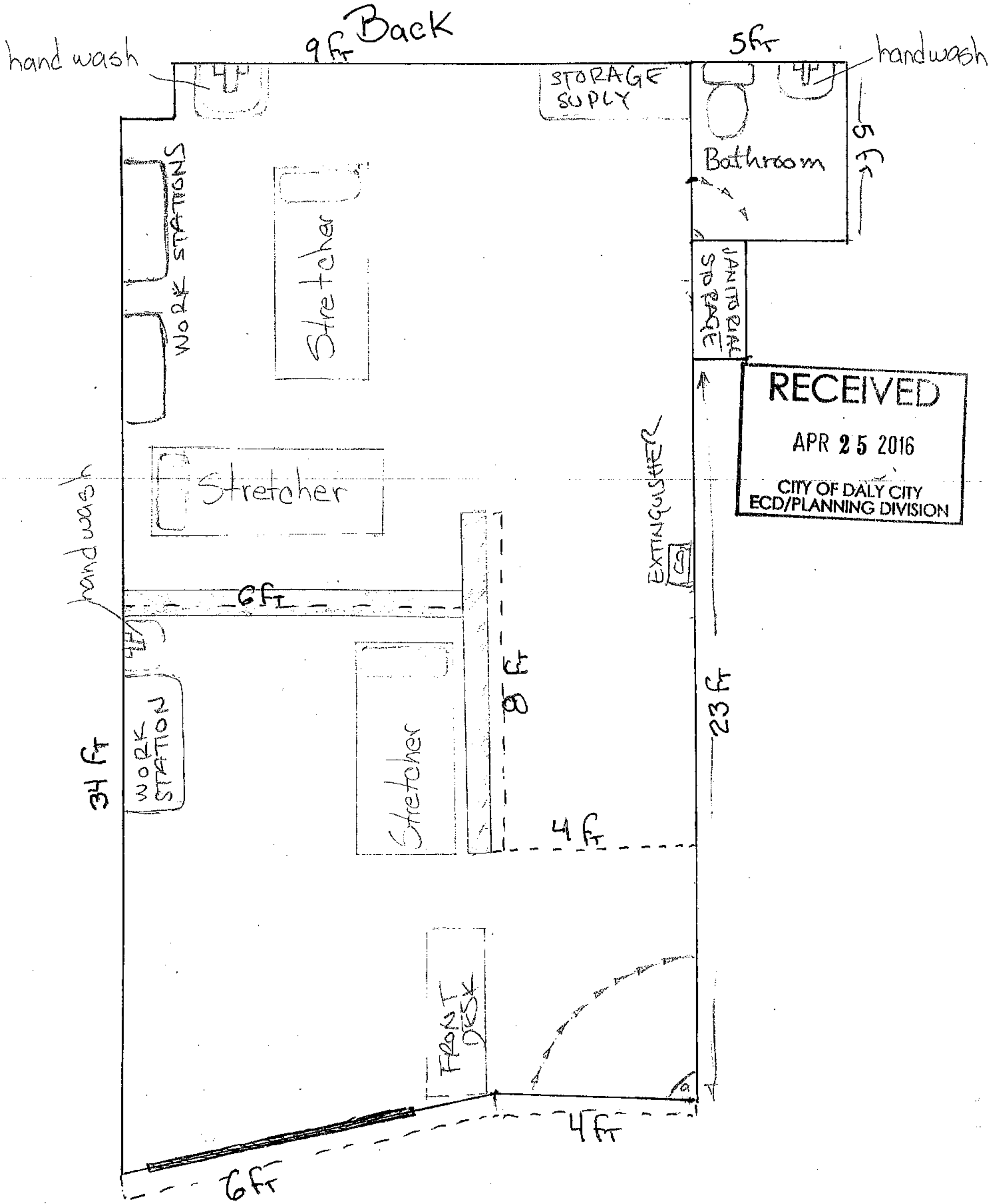
SITE
C1
MISSION ST
C1



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ECD/PLANNING DIVISION

front

6074 Mission St.
Daly City Ca. 94014

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Proposed Reassignment of Assistant Director of Public Works/City Engineer Classification to Range 359 of Executive Management Salary Schedule

Recommended Action

City Council approve the reassignment of the Assistant Public Works Director/City Engineer classification from Range 346 to Range 359 of the Executive Management salary schedule.

Background

Approximately 6 years ago, the Public Works department had three separate job classifications of Assistant City Engineer, City Engineer and Assistant to the Director of Public Works. For cost savings purposes, the Assistant City Engineer and Assistant to the Public Works Director classifications were eliminated through attrition. In 2014, the Council approved a new classification of Assistant Director of Public Works/City Engineer for succession planning purposes. After several attempts, using both internal and external recruitment sources, the City has been unable to attract qualified candidates to fill this vacancy. The proposed range reassignment will provide competitive compensation for performing the dual role of City Engineer and Assistant Director of Public Works, and will allow the Public Works Department to effectively recruit at the appropriate staff level to carry the department into the future as senior staff retires.

Fiscal Impact

The proposed reassignment will result in an increase of approximately $11,841 in salaries and benefits to the Fiscal Year 2016/2017 budget.

Summary/Conclusion

Staff recommends City Council approve the reassignment of the Assistant Director of Public Works/City Engineer classification to Range 359 of the Executive Management salary schedule.

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

Respectfully submitted,

Patricia E. Martel

Patricia Martel
City Manager

Shawnna Maltbie

Shawnna Maltbie
Director of Human Resources

City Council Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: **Adoption of Comprehensive Biennial Operating and Capital Budget for Fiscal Years 2017 and 2018**

Recommended Action

Adoption of the Comprehensive Biennial Operating and Capital Budget for Fiscal Years (FY) 2017 and 2018.

Discussion

The budget presented for your consideration and adoption is as reviewed by the City Council during budget study sessions on May 11, 16, 17 and 18, 2016, with the following changes:

(in millions $)	**FY 2017**	**FY 2018**
REVENUES		
Redevelopment Successor Agency Revenue Adjustments	$0.1	$0.1
EXPENDITURES		
Fire Department Salary & Benefit Adjustments	$0.1	($0.2)

The General Fund Operating Budget includes a transfer of $6.0 million from the General Fund Reserve to cover budget shortfalls.

- $3.4 million in FY 2017
- $2.6 million in FY 2018

The Capital Improvement Program (CIP) was reviewed by the Planning Commission at the regular meeting on June 8, 2016. The purpose of the Planning Commission review was to make a determination that all of the proposed projects in the CIP conformed to the goals and objectives of the Daly City General Plan.

Recommended Action

Staff recommends that the Council adopt the Comprehensive Biennial Operating and Capital Budget for Fiscal Years 2017 and 2018.

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

Respectfully submitted,

Lawrence Chiu

Lawrence Chiu
Director of Finance and
Administrative Services

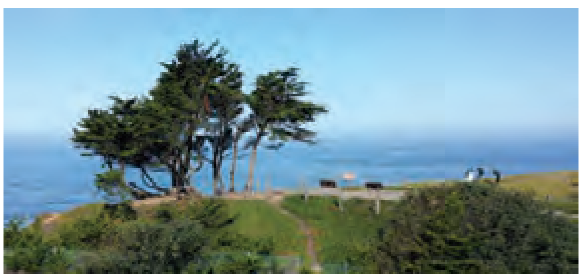
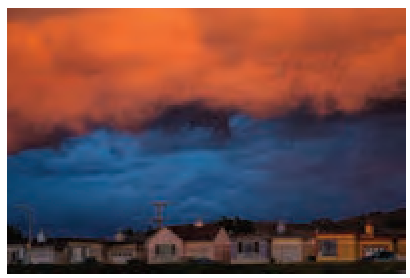
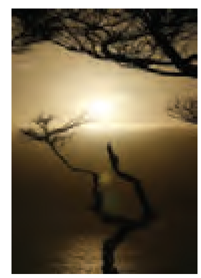
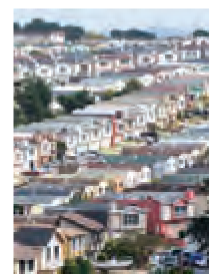
Attachments: Major Changes in Fiscal Years 2017 and 2018 Operating Budget
Proposed Biennial Operating and Capital Budget for Fiscal Years 2017 and 2018

Major Changes in the FYs 2017 & 2018 Operating Budget

			FTEs		(in millions $)	
	DEPT.	Descriptions	Filled	Vacant	FY 2017	FY 2018
1	City Manager	Contracting out of Community Services Center	3.00		$0.1	$0.1
2	Police	Freeze 6 Police Officer positions		6.00	$1.1	$1.1
		Eliminate 1 Police Records Clerk II		1.00	$0.1	
		Police Dispatch Center Consolidation with San Mateo County				
		- Dispatch Supervisor	1.00	1.00		
		- Dispatcher	9.00	2.00	($0.2)	$0.3
3	Fire	Eliminate 1 Fire Company through attrition	9.00		$1.0	$2.0
		Eliminate Fire Emergency Planning & Fire Inspection Positions		2.00	$0.4	$0.4
4	Library & Recreation	Program & Staff Reductions	1.70		$0.5	$0.5
5	General Government	Eliminate 1 Deputy City Attorney &		1.00	$0.2	$0.3
		Transfer to other funds	1.60			
6	Public Works	Reorganization (Transfer to other funds)	23.54		$2.9	$3.0
		Eliminate 2 Tree Workers & Admin. Staff		2.50		
		Revenue offset from Transportation Fund			($2.6)	($2.6)
		TOTAL	**48.84**	**15.50**	**$3.5**	**$5.1**

City of Daly City



Comprehensive Biennial Operating Budget

Fiscal Years 2017 and 2018

CITY OF DALY CITY
PROPOSED
COMPREHENSIVE BIENNIAL
OPERATING BUDGET
FISCAL YEARS 2017 & 2018

City Council
Gonzalo "Sal" Torres, Mayor
David J. Canepa, Vice Mayor
Raymond A. Buenaventura
Judith Christensen
Michael P. Guingona

City Treasurer
Daneca Halvorson

City Clerk
K. Annette Hipona

City Manager
Patricia E. Martel

Prepared by
Department of Finance and Administrative Services
Lawrence Chiu, Director

DALY CITY

CALIFORNIA

GATEWAY TO THE PENINSULA

C I T Y O F D A L Y C I T Y

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DALY CITY · CALIFORNIA

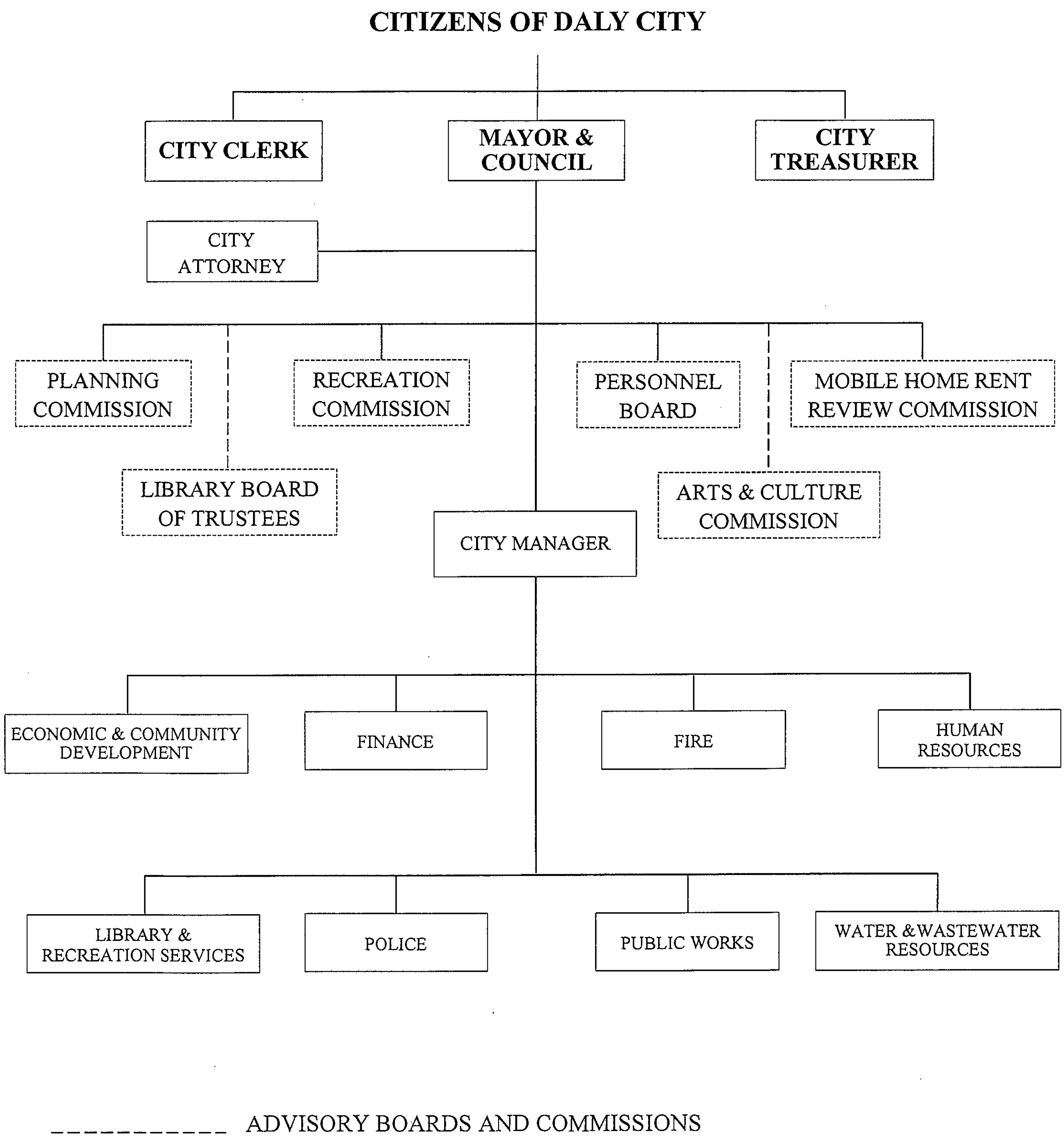
INCORPORATED MARCH 22 1911

GATEWAY TO THE PENINSULA

City of Daly City

ORGANIZATION STRUCTURE

Fiscal Years 2017 & 2018



About Daly City California

Incorporated in 1911, Daly City is the largest of the 20 cities in San Mateo County, with a population of 105,810. Located on the southern border of San Francisco, the "Gateway to the Peninsula" covers approximately 7.66 square miles and is one of the most population-dense cities in California.

The City operates under a Council-Manager form of government and is a General Law City under California statues. The City of Daly City is a full service city, providing police, fire, streets and roadways, library, recreation, planning and zoning, and general administrative services to one of the most ethnically diverse populations in the nation. The City also operates a water utility and a sanitation district.

Named after prominent dairy farmer and cattle rancher John Donald Daly, the City took shape in the aftermath of the 1906 San Francisco earthquake and fire. Displaced residents fled south to the Peninsula to rebuild their lives. Daly subdivided his ranch property in 1907 and housing tracts emerged to accommodate the new population. From that time until the 1940's housing steadily began to replace the farms and flower-growing operations in the City.

After World War II Daly City again became a place to find a new home. In 1947 Henry Doelger, a local builder, broke ground for the Westlake Development. It was one of the first fully planned communities in the country – a "city within a city". The development incorporated housing, shopping centers, offices, medical facilities, churches, and schools to accommodate those returning from the war and looking for a new place to settle.

Doelger's new vision was memorialized in the *Little Boxes* song, written by Malvina Reynolds in 1962 when she was traveling south from San Francisco and saw the new dwellings being built. Pete Seeger recorded it in 1963 and a legend was born. But Doelger knew that in order to be economically viable, the homes had to be affordable to average people so his company had to invent ways to keep construction costs down while making them attractive enough to lure buyers.

Today those "houses made of ticky-tacky" are nearly unaltered by later additions and remodels. Owners over the years have kept them well maintained and mostly original, a testimony to Doelger's vision of a near perfect community and a reflection of the investment in place that is the Daly City community.

CITY OF DALY CITY
Projected Available Fund Balances/Net Assets
To June 30, 2016

	Balance July 1, 2015	Estimated Revenues 2016	Estimated Expenditures 2016		Other	Estimated Balance June 30, 2016
Governmental Funds:						
OPERATING:						
General Fund	$14,255,738	$79,224,307	($78,439,597)			$15,040,448
Housing Agency	1,587,947	4,162,698	(61,420)			5,689,225
Senior Center	-	965,690	(965,690)			-
Community Block Grant	174,822	1,340,271	(1,393,669)			121,424
Linda Vista Benefit Assessment	53,390	28,600	(12,402)			69,588
Traffic Safety	111,527	86,606	(88,614)			109,519
Traffic Enforcement	218,855	355,400	(302,358)			271,897
Grants	1,354,626	1,764,982	(1,037,652)			2,081,955
Redevelopment - J.S./Mission	(14,058)	20,412	(50,827)			(44,473)
Redevelopment - Bayshore	(105,026)	48,300	(48,459)			(105,185)
Total Governmental	17,637,821	87,997,265	(82,400,688)		-	23,234,398
Proprietary Funds						
ENTERPRISE:						
Water Utility	9,527,260	17,405,502	(18,053,314)	(1)	1,246,855	10,126,302
Civic Center	2,536,164	714,762	(848,668)		190,694	2,592,952
Transfer Station	1,353,976	391,100	(33,960)		24,672	1,735,788
Sanitation District	18,035,178	23,010,823	(18,791,110)	(1)	2,738,249	24,993,139
Total Enterprise	31,452,578	41,522,187	(37,727,052)		4,200,470	39,448,181
INTERNAL SERVICE:						
Pension Bonds	(61,729)	3,480,050	(3,418,321)			-
Motor Vehicles	3,836,688	3,726,344	(6,184,943)		1,037,486	2,415,575
Central Services	409,815	238,965	(241,851)		1,874	408,802
PBX - Telephones	209,386	271,653	(383,400)		164,806	262,445
Building Maintenance	(327,451)	3,625,916	(3,871,925)		1,418	(572,042)
Information Services	2,019,777	2,608,768	(2,817,502)		294,557	2,105,600
Self Insurance	352,425	4,706,652	(5,188,675)			(129,598)
Total Internal Service	6,438,911	18,658,347	(22,106,616)		1,500,141	4,490,782
COMBINED TOTAL	**$55,529,310**	**$148,177,799**	**($142,234,356)**		**$5,700,611**	**$67,173,362**

(1) Excludes Capital Expenditures

CITY OF DALY CITY
Projected Available Fund Balances/Net Assets
To June 30, 2017

	Estimated Balance June 30, 2016	Projected Revenues 2017	Proposed Budget 2017		Other	Projected June 30, 2017
Governmental Funds:						
OPERATING:						
General Fund	$15,040,448	$76,831,635	($76,831,635)		($3,377,334) (2)	$11,663,114
Housing Agency	5,689,225	3,465,752	(6,119,574)			3,035,403
Senior Center	-	896,387	(896,387)			-
Community Block Grant	121,424	1,183,574	(1,245,337)			59,661
Linda Vista Benefit Assessment	69,588	28,600	(18,477)			79,711
Traffic Safety	109,519	69,008	(98,554)			79,972
Traffic Enforcement	271,897	316,558	(317,103)			271,352
Grants	2,081,955	574,824	(753,007)			1,903,772
Redevelopment - J.S./Mission	(44,473)	20,412	(107,419)			(131,480)
Redevelopment - Bayshore	(105,185)	48,300	(96,241)			(153,126)
Total Governmental	23,234,398	83,435,050	(86,483,734)		(3,377,334)	16,808,379
Proprietary Funds						
ENTERPRISE:						
Water Utility	10,126,302	19,230,989	(19,386,413)	(1)	1,153,709	11,124,586
Civic Center	2,592,952	697,493	(901,103)		190,694	2,580,037
Transfer Station	1,735,788	244,320	(244,320)			1,735,788
Sanitation District	24,993,139	22,728,940	(21,495,048)	(1)	2,693,491	28,920,522
Total Enterprise	39,448,181	42,901,743	(42,026,884)		4,037,894	44,360,932
INTERNAL SERVICE:						
Pension Bonds	-	3,545,988	(3,545,988)			-
Motor Vehicles	2,415,575	4,547,874	(6,077,894)		804,451	1,690,006
Central Services	408,802	270,720	(244,895)		1,874	436,501
PBX - Telephones	262,445	263,724	(256,171)		164,806	434,804
Building Maintenance	(572,042)	4,052,935	(4,344,788)		659	(863,236)
Information Services	2,105,600	2,454,890	(3,677,686)		389,693	1,272,497
Self Insurance	(129,598)	5,850,192	(5,764,321)		-	(43,727)
Total Internal Service	4,490,782	20,986,323	(23,911,744)		1,361,483	2,926,845
COMBINED TOTAL	**$67,173,362**	**$147,323,116**	**($152,422,362)**		**$2,022,043**	**$64,096,156**

(1) Excludes Capital Expenditures

(2) Represents a transfer from the General Fund Reserve to balance the General Fund Operating Budget.

CITY OF DALY CITY
Projected Available Fund Balances/Net Assets
To June 30, 2018

	Balance July 1, 2017	Projected Revenues 2018	Proposed Budget 2018		Other	Projected June 30, 2018
Governmental Funds:						
OPERATING:						
General Fund	$11,663,114	$76,673,789	($76,673,789)		($2,584,592) (2)	$9,078,522
Housing Agency	3,035,403	5,700	(122,978)			2,918,125
Senior Center	-	907,806	(907,806)			(0)
Community Block Grant	59,661	1,191,738	(1,270,576)			(19,177)
Linda Vista Benefit Assessment	79,711	28,600	(18,477)			89,834
Traffic Safety	79,972	69,008	(99,108)			49,872
Traffic Enforcement	271,352	316,558	(317,103)			270,807
Grants	1,903,772	574,724	(759,129)			1,719,367
Redevelopment - J.S./Mission	(131,480)	-	-			(131,480)
Redevelopment - Bayshore	(153,126)	48,300	(20,407)			(125,233)
Total Governmental	16,808,379	79,816,223	(80,189,373)		(2,584,592)	13,850,637
Proprietary Funds						
ENTERPRISE:						
Water Utility	11,124,586	20,886,772	(19,571,978)	(1)	1,117,010	13,556,388
Civic Center	2,580,037	1,018,847	(909,257)		190,694	2,880,321
Transfer Station	1,735,788	244,320	(244,320)			1,735,788
Sanitation District	28,920,522	24,687,696	(21,953,871)	(1)	2,662,702	34,317,048
Total Enterprise	44,360,932	46,837,635	(42,679,425)		3,970,406	52,489,546
INTERNAL SERVICE:						
Pension Bonds	-	3,678,941	(3,678,941)			-
Motor Vehicles	1,690,006	4,073,334	(4,877,567)		714,662	1,600,434
Central Services	436,501	271,446	(249,651)		1,874	460,171
PBX - Telephones	434,804	263,724	(226,559)		164,806	636,775
Building Maintenance	(863,236)	4,052,935	(4,345,854)		494	(1,155,661)
Information Services	1,272,497	2,478,314	(3,622,512)		289,414	417,712
Self Insurance	(43,727)	6,129,754	(5,946,845)			139,183
Total Internal Service	2,926,845	20,948,448	(22,947,929)		1,171,250	2,098,614
COMBINED TOTAL	**$64,096,156**	**$147,602,306**	**($145,816,727)**		**$2,557,064**	**$68,438,797**

(1) Excludes Capital Expenditures
(2) Represents a transfer from the General Fund Reserve to balance the General Fund Operating Budget.

CITY OF DALY CITY
COMPARISON OF EXPENDITURE BUDGETS

GENERAL FUND	ACTUAL 2015	ESTIMATED 2016	PROPOSED BUDGET 2017	PROPOSED BUDGET 2018
City Attorney	$858,442	$891,829	$1,043,830	$1,069,635
City Clerk	476,372	433,696	582,059	490,218
City Council	222,816	231,593	239,130	239,986
City Manager				
City Manager Administration	1,213,073	1,261,501	1,281,676	1,309,499
Community Engagement	193,744	225,185	237,726	240,109
Community Service Center	400,368	472,204	346,986	223,186
Total City Manager	1,807,186	1,958,891	1,866,389	1,772,794
City Treasurer	39,999	39,207	44,303	44,518
Economic & Community Development				
Administration	317,813	378,757	501,164	510,929
Planning & Zoning	636,121	650,003	776,070	801,147
Building	1,408,821	1,515,235	1,494,297	1,521,788
Code Enforcement	537,710	560,599	584,632	600,579
Business Center	-	-	-	-
Total Economic & Community Devel	2,900,465	3,104,594	3,356,164	3,434,443
Finance-Admin/Accounting	1,947,754	2,024,642	2,205,270	2,254,119
Fire	16,343,440	17,762,825	17,227,011	16,441,113
Human Resources	958,856	1,048,315	1,020,200	1,039,498
Library & Recreation				
Administration	1,396,218	1,477,428	1,327,071	1,351,677
Library	3,144,978	3,313,758	3,381,322	3,455,859
Recreation	4,025,199	4,324,668	4,740,814	4,915,892
Total Library & Recreation	8,566,395	9,115,854	9,449,208	9,723,428
Police				
Police Services	26,142,200	28,425,763	28,694,855	29,297,560
Citizens' Option for Public Safety	181,352	159,951	164,100	158,893
Public Safety Communications	1,915,351	1,892,572	2,128,253	1,646,051
Total Police	28,238,903	30,478,287	30,987,208	31,102,505
Public Works				
Administration	675,820	717,829	555,349	567,950
Engineering	1,281,368	1,485,214	1,127,864	1,154,363
Streets	1,883,481	1,890,327	0	0
Traffic Signals & Street Lighting	865,244	702,265	0	0
Parks Maintenance	2,174,904	2,288,698	2,325,580	2,376,375
Total Public Works	6,880,817	7,084,334	4,008,793	4,098,688
Nondepartmental	8,978,563	4,265,531	4,802,070	4,962,843
TOTAL GENERAL FUND	**$78,220,007**	**$78,439,597**	**$76,831,635**	**$76,673,789**

COMPARISON OF EXPENDITURE BUDGETS

SPECIAL REVENUE	ACTUAL 2015	ESTIMATED 2016	PROPOSED BUDGET 2017	PROPOSED BUDGET 2018
Housing Agency	$3,354,825	$61,420	$6,119,574	$122,978
Senior Center	1,008,240	965,690	896,387	907,806
Community Block Grant:				
Operations	1,284,850	1,393,669	1,245,337	1,270,576
Linda Vista Benefit Assessment	22,082	12,402	18,477	18,477
Traffic Safety	75,555	88,614	98,554	99,108
Traffic Enforcement	304,413	302,358	317,103	317,103
Federal Grants	1,918,418	1,037,652	753,007	759,129
Redevelopment - J.S./Mission	46,094	50,827	107,419	-
Redevelopment Obligation Retirement	6,000,000	-	-	-
Redevelopment - Bayshore	43,495	48,459	96,241	20,407
TOTAL SPECIAL REVENUE	**$14,057,972**	**$3,961,091**	**$9,652,099**	**$3,515,584**
ENTERPRISE				
Water Utility:				
Operations	$16,853,738	$18,053,314	$19,386,413	$19,571,978
Civic Center	1,038,096	848,668	901,103	909,257
Transfer Station	647,808	33,960	244,320	244,320
Sanitation District:				
Operations	20,101,521	18,791,110	21,495,048	21,953,871
TOTAL ENTERPRISE	**$38,641,164**	**$37,727,052**	**$42,026,884**	**$42,679,425**
INTERNAL SERVICE FUNDS				
Pension Bonds	$3,285,611	$3,418,321	$3,545,988	$3,678,941
Motor Vehicles	4,014,999	6,184,943	6,077,894	4,877,567
Central Services	216,552	241,851	244,895	249,651
PBX - Telephones	283,519	383,400	256,171	226,559
Building Maintenance	3,873,632	3,871,925	4,344,788	4,345,854
Information Services	2,650,468	2,817,502	3,677,686	3,622,512
Self Insurance	5,574,371	5,188,675	5,764,321	5,946,845
TOTAL INTERNAL SERVICE	**$19,899,152**	**$22,106,616**	**$23,911,744**	**$22,947,929**
COMBINED EXPENDITURE TOTAL	**$150,818,294**	**$142,234,356**	**$152,422,362**	**$145,816,727**

CITY OF DALY CITY
COMPARISON OF REVENUE BUDGETS

	ACTUAL 2015	ESTIMATED 2016	PROJECTED 2017	PROJECTED 2018
GENERAL FUND				
Property Tax	$29,327,703	$29,251,662	$29,406,634	$29,889,184
Sales Tax	11,104,656	11,149,025	11,572,006	12,035,913
Utility Users Tax	6,399,411	6,458,629	6,366,410	6,398,855
Franchise Fees	3,675,411	3,640,458	3,858,331	3,884,841
Other Taxes	5,366,887	5,137,470	5,146,934	5,258,228
Licenses and Permits	2,679,743	2,160,091	1,830,027	2,235,615
Fines and Forfeitures	2,405,266	2,773,295	2,741,550	2,741,550
Rents and Interest	1,285,280	1,133,489	1,186,305	1,199,806
Federal Programs/Grants	15,984	-	-	-
From Other Agencies	1,430,399	805,019	771,365	771,517
Charges and Fees	7,486,948	6,976,320	5,191,776	5,026,774
Miscellaneous	4,702,366	4,472,885	2,643,249	1,893,501
Sale of Property	305,021	-	-	-
Interfund Transfers	5,302,974	5,265,964	2,739,715	2,753,414
Transfer from General Fund Reserve (2)			3,377,334	2,584,592
TOTAL GENERAL FUND	**$81,488,050**	**$79,224,307**	**$76,831,635**	**$76,673,789**

(2) Represents a transfer from the General Fund Reserve to balance the General Fund Operating Budget.

	ACTUAL 2015	ESTIMATED 2016	PROJECTED 2017	PROJECTED 2018
SPECIAL REVENUE				
Housing Agency	$1,391,833	$4,162,698	$3,465,752	$5,700
Senior Center	1,008,240	965,690	896,387	907,806
Community Block Grant:	1,284,850	1,340,271	1,183,574	1,191,738
Linda Vista Benefit Assessment	47,204	28,600	28,600	28,600
Traffic Safety	83,541	86,606	69,008	69,008
Traffic Enforcement	335,244	355,400	316,558	316,558
Federal Grants	1,934,936	1,764,982	574,824	574,724
Redevelopment - J.S./Mission	20,412	20,412	20,412	-
Redevelopment Obligation Retirement	6,033,081	-	-	-
Redevelopment - Bayshore	48,350	48,300	48,300	48,300
TOTAL SPECIAL REVENUE	**$12,187,691**	**$8,772,958**	**$6,603,414**	**$3,142,434**

COMPARISON OF REVENUE BUDGETS

	ACTUAL 2015	ESTIMATED 2016	PROJECTED 2017	PROJECTED 2018
ENTERPRISE				
Water Utility	20,425,104	17,405,502	19,230,989	20,886,772
Civic Center	1,044,387	714,762	697,493	1,018,847
Transfer Station	1,005,643	391,100	244,320	244,320
Sanitation District	21,932,769	23,010,823	22,728,940	24,687,696
TOTAL ENTERPRISE	**$44,407,903**	**$41,522,187**	**$42,901,743**	**$46,837,635**
INTERNAL SERVICE FUNDS				
Pension Bonds	$4,761,010	$3,480,050	$3,545,988	$3,678,941
Motor Vehicles	4,988,092	3,726,344	4,547,874	4,073,334
Central Services	237,939	238,965	270,720	271,446
PBX - Telephones	222,331	271,653	263,724	263,724
Building Maintenance	3,643,494	3,625,916	4,052,935	4,052,935
Information Services	2,577,688	2,608,768	2,454,890	2,478,314
Self Insurance	4,252,906	4,706,652	5,850,192	6,129,754
TOTAL INTERNAL SERVICE	**$20,683,460**	**$18,658,347**	**$20,986,323**	**$20,948,448**
COMBINED REVENUE TOTAL	**$158,767,105**	**$148,177,799**	**$147,323,116**	**$147,602,306**

CITY OF DALY CITY

FULL-TIME EQUIVALENT ALLOCATION *

DEPARTMENT / DIVISION	FY 2015	FY 2016	FY 2017	FY 2018
CITY COUNCIL	5.00	5.00	5.00	5.00
CITY ATTORNEY	5.00	5.00	4.00	4.00
CITY CLERK	3.00	3.00	3.00	3.00
CITY TREASURER	0.18	0.18	0.18	0.18
CITY MANAGER				
Administration	6.00	6.00	5.00	5.00
Sustainability	-	-	1.00	1.00
Community Service Center	3.00	3.00	-	-
	9.00	9.00	6.00	6.00
ECONOMIC & COMMUNITY DEVELOPMENT				
Administration	1.05	1.05	1.30	1.30
Building	6.80	6.80	7.80	7.80
Code Enforcement	4.10	4.10	4.10	4.10
Planning	3.25	3.25	4.25	4.25
Housing Agency	0.21	0.21	0.63	0.63
Block Grant	1.25	1.25	1.10	1.10
Residential Rehab	1.57	1.57	1.57	1.57
Enterprise Development Center	0.10	0.10	0.10	0.10
Home Program	0.17	0.17	0.15	0.15
	18.50	18.50	21.00	21.00
FINANCE & ADMINISTRATIVE SERVICES				
Administration	13.42	13.42	13.22	13.22
Information Services	11.00	11.00	11.00	11.00
Risk Management General Liability	1.40	1.40	1.60	1.60
Utility Billing	7.00	7.00	7.00	7.00
	32.82	32.82	32.82	32.82
FIRE	71.00	71.00	60.00	60.00
HUMAN RESOURCES				
Human Resources	3.95	3.95	3.65	3.65
Workers' Comp Claims	1.05	1.05	1.15	1.15
Safety	-	-	0.20	0.20
	5.00	5.00	5.00	5.00
LIBRARY & RECREATION SERVICES				
Administration	5.00	5.00	4.75	4.75
Library Total	18.00	18.00	17.75	17.75
Recreation Total	15.00	15.00	13.50	13.50
	38.00	38.00	36.00	36.00

CITY OF DALY CITY

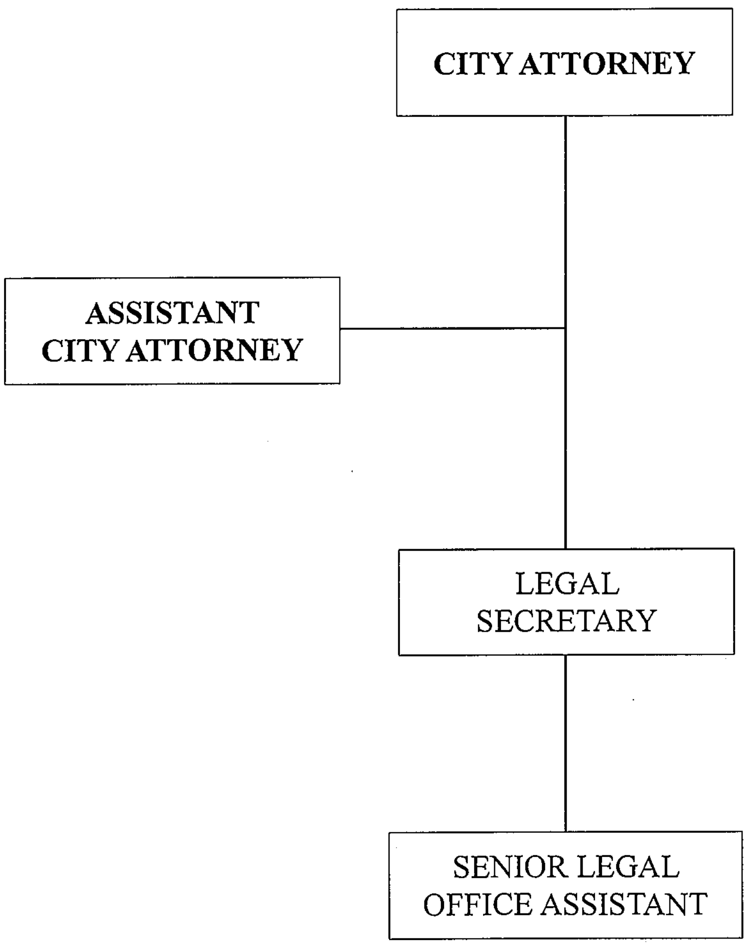
FULL-TIME EQUIVALENT ALLOCATION *

DEPARTMENT / DIVISION	FY 2015	FY 2016	FY 2017	FY 2018
POLICE**				
Police Services	139.00	139.00	138.00	138.00
Citizens Option For Public Safety	1.10	1.10	1.05	1.00
Public Safety Communications	12.90	12.90	6.45	-
	153.00	153.00	145.50	139.00
PUBLIC WORKS				
Administration	4.00	4.00	3.00	3.00
General Fund Engineering	8.50	9.50	5.75	5.75
Capital Fund Engineering	-	-	4.75	4.75
General Fund Fund Streets	13.34	14.34	-	-
Transportation Fund Streets	-	-	16.35	16.35
General Fund Traffic Signal & Street Lighting	3.00	3.00	-	-
Transportation Fund Traffic Signal & Street Lighting	-	-	3.25	3.25
Parks Maintenance	15.00	15.00	11.30	11.30
Building Maintenance	24.33	24.33	24.30	24.30
Motor Vehicles	6.33	6.33	7.30	7.30
	74.50	76.50	76.00	76.00
WATER & WASTEWATER RESOURCES				
Administration	8.00	8.00	8.00	8.00
Water Operations	7.00	7.00	5.00	5.00
Wastewater Operations	11.00	11.00	13.00	13.00
Plant & Equipment Maintenance	18.00	18.00	18.00	18.00
Laboratory	2.00	2.00	2.00	2.00
Distribution System	14.00	14.00	14.00	14.00
Collection System	12.00	12.00	12.00	12.00
	72.00	72.00	72.00	72.00
GRAND TOTAL	**487.00**	**489.00**	**466.50**	**460.00**

* Does not include Hourly Employees

** Includes six frozen Police Officer positions and assumes a half year of Dispatch Services FTE.

DALY CITY
INCORPORATED MARCH 22, 1911
GATEWAY TO THE PENINSULA
CALIFORNIA



CITY ATTORNEY
ASSISTANT CITY ATTORNEY
LEGAL SECRETARY
SENIOR LEGAL OFFICE ASSISTANT

CITY ATTORNEY'S OFFICE

DEPARTMENT MISSION STATEMENT

The City Attorney's Office endeavors to support the services of the City's elected officials, commissions, agencies, and staff by providing legal counsel and representation. To the extent possible, the City Attorney's Office completes legal work in-house and, in areas of legal specialty or matters that require large commitments of time over a short period, the City contracts with outside legal counsel to represent the City's interest.

CORE SERVICES

- Provide legal counsel to and attend meetings of the City Council, certain Council committees, the Planning Commission, Successor Agency, Daly City Housing Finance Agency, North San Mateo County Sanitation District and special City Department task forces.

- Provide advice or written opinions to any City officer, Department Director, board commission or other unit of local government on widely diverse areas of law including but not limited to land use, personnel, elections, conflict of interest and economic development.

- Prosecute and defend legal actions where the City is a named party.

- Draft, review and approve as to form all contracts, surety bonds, ordinances, policies and resolutions.

- Investigate, evaluate and recommend disposition of all claims and lawsuits against the City.

- Respond to requests for public records and other documents within the time frame established by law.

- Assist City staff with the updates to internal City policies.

- Enforce City Code provisions and prosecute municipal code infractions.

SUPPORT FOR CITYWIDE PRIORITIES

This Department supports Citywide priorities through the following:

- The City Attorney's Office provides legal representation to the Mayor, City Council, and City Manager, City Departments, City boards and Commissions. The City Attorney's Office serves as general counsel for the Successor Agency to the Former Daly City Redevelopment Agency, the Daly City Housing Development Finance Agency and the Public Facilities Finance Corporation as well as serves in the capacity of District Counsel to the North San Mateo County Sanitation District.

BIENNIAL BUDGET OUTCOMES

- Strategically dispose of Former Redevelopment Agency parcels and negotiate compensation agreements with the Oversight Board to maximize land use and economic goals for the City.
- Continue to work with the Daly City Housing Finance Agency and City to continue to implement affordable housing agreements and projects without impacting the City's General Fund.
- Conduct and complete an audit of the City's Municipal Code; update and revise ordinances, policies and codes to comply with current local, state, and federal laws and further implement the priorities of the City Council.
- Continue to review, negotiate and draft development agreements to implement strategies for economic development.
- Continue to work closely with other participating departments involved in the interdepartmental Code Enforcement Task Force to address and swiftly resolve sensitive issues.
- Continue to work closely with City Departments to develop optimal solutions to ongoing matters regarding the dissolution of the Former Daly City Redevelopment Agency.
- Continue collaborative efforts with the Oversight Board to develop, sell and transfer Former Daly City Redevelopment assets.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIAL BUDGET

- Eliminate the Deputy City Attorney I/II full time position and replace with an hourly attorney position. Elimination of the full-time position results in a workload shift to existing staff for the following priorities: increased risk management claims and litigation; the dissolution of former Daly City Redevelopment Agency and Successor Agency property disposition and development; ongoing legal issues related to increased land use and development projects; and anticipated increase in Municipal Code changes and ordinance updates and employment and labor related matters.

PERFORMANCE MEASURES

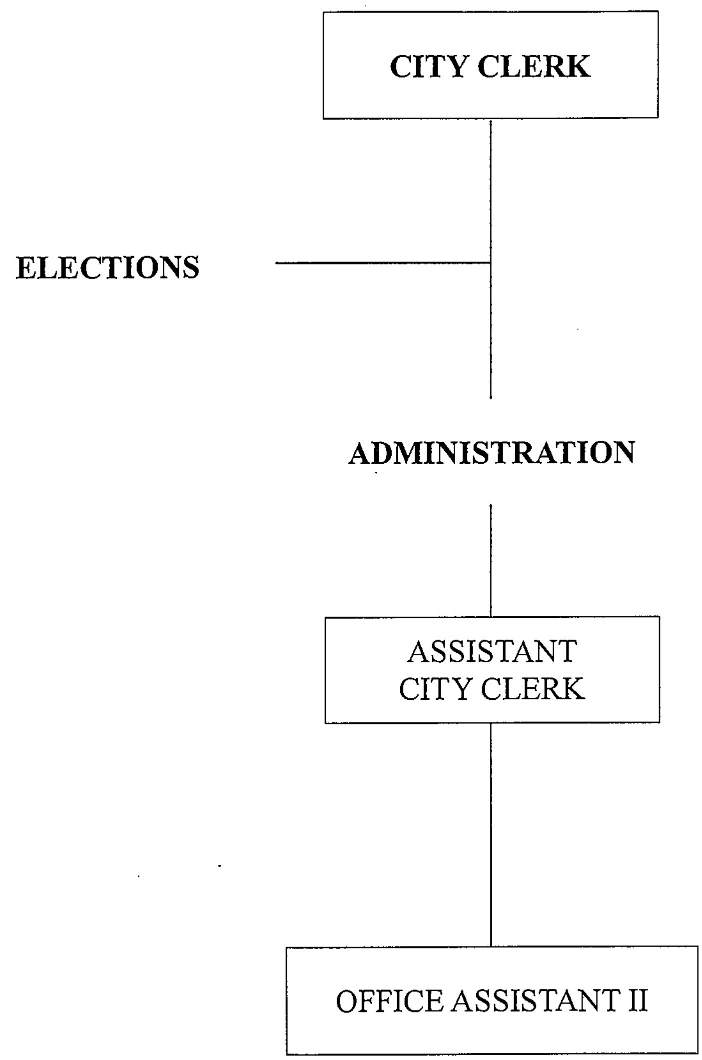
Performance Measure	Methodology	System	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Advocate, defend and prosecute on behalf of the City	Percentage of litigation cases resolved prior to trial, percentage of code enforcement cases resolved, number of cases resolved with City judgment	Department Tracking	96% cases resolved prior to litigation	98% cases resolved prior to litigation	95-98%	95-98%
Provide oral and written advice on legal issues and prepare documents to implement official City and Successor Agency actions	Percentage of interdepartmental personnel that utilize legal advice/opinion and are satisfied with the service they are provided	Department Tracking	99%	99%	100%	100%

CITY OF DALY CITY **Biennial Budget** **2016-17/2017-18**			
	Fund	**GENERAL FUND**	**01**
	Department:	**CITY ATTORNEY**	**050**
	Program:	**CITY ATTORNEY**	**050**

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
MISCELLANEOUS REVENUES	100	168	100	100	100
TOTAL REVENUES	$100	$168	$100	$100	$100

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	827,928	728,025	769,690	885,131	907,653
SERVICES AND SUPPLIES	40,779	73,307	58,961	88,252	91,044
OTHER CHARGES	5,191	1,272	7,073	7,073	7,073
FIXED CHARGES	54,270	55,838	56,106	63,374	63,866
OPERATING TRANSFERS OUT	1,249	0	0	0	0
TOTAL EXPENDITURES	$929,417	$858,442	$891,830	$1,043,830	$1,069,636

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
01-050-050					
City Attorney	M502	1.00	1.00	1.00	1.00
Assistant City Attorney	M339	1.00	1.00	1.00	1.00
Deputy City Attorney I	U056	1.00	1.00	-	-
Legal Secretary	U045	1.00	1.00	1.00	1.00
Senior Legal Office Assistant	U040	1.00	1.00	1.00	1.00
		5.00	5.00	4.00	4.00


CITY CLERK
ELECTIONS
ADMINISTRATION
ASSISTANT CITY CLERK
OFFICE ASSISTANT II

CITY CLERK'S OFFICE

DEPARTMENT MISSION STATEMENT

The Office of the City Clerk is responsible for three primary functions:

- As an Election Official, administers federal, state and local procedures through which local government representatives are selected; assists candidates in meeting legal responsibilities before, during and after an election; prepares candidate packets; issues and receive nomination papers; accepts and transmits necessary campaign statements and conflict of interest forms to the Fair Political Practices Commission.
- As a Legislative Administrator, prepares City Council packets, verifies publishing and posting of legal notices and recordation of legislative decisions.
- As a Records Manager, oversees the preservation and protection of public record, maintains and indexes the minutes, ordinances and resolutions adopted by the City Council. Ensures public records are readily accessible to the public.

CORE SERVICES

- Maintain a complete and accurate record of City Council proceedings. Preserve, record, maintain, store and retrieve official City records. Conduct municipal elections.
- Provide prompt and high quality service to the public. Ensure municipal records are readily accessible to all citizens and serve as a source of information to the public, other agencies and City Staff.

SUPPORT FOR CITYWIDE PRIORITIES

Maintain the organization's capability to provide existing services to the community:

- Provide assistance with applications for exemption from utility users' tax.
- Provide a collection point for absentee ballots.
- Accept U.S. Passport applications on behalf of the U.S. Department of State.
- Provide information to the public about civic meetings and activities.
- Provide support for the election process.
- Maintain an efficient record management system.
- Post agendas; publish legal notices and ordinances
- Maintain and index official records
- Conducts bid openings
- Prepares Planning Item Notices and sends mass mailings to the public
- Accepts Claims against the City.

SUPPORT FOR CITYWIDE PRIORITIES (continued)

- Implement all state and federal mandates as efficiently and effectively as possible including the requirements of the following:
    - Freedom of Information Act
    - California Public Records Act
    - The Brown Act
    - Federal Voting Rights Act; and
    - Open Meeting Act

BIENNIAL BUDGET OUTCOMES

Provide high quality service to the public in the recording, maintenance, storage and retrieval of the City's official documents.

Continue to plan and administer local elections, including the development of an updated candidates guide and coordination with the County Recorder/Assessor/Clerk & Chief Election Officer to conduct the City's general municipal election in 2016.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

The City Clerk's office coordinated with the City Manager's office to reduce the high cost of proclamation and certificate folders. The office cash register was replaced to comply with the Finance Department's recommendations. In addition, additional office equipment purchases were made to improve workplace ergonomics for staff.

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	CITY CLERK	020
	Program:	CITY CLERK	020

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	183,424	159,402	120,005	139,025	130,025
MISCELLANEOUS REVENUES	0	0	0	0	0
TOTAL REVENUES	$183,424	$159,402	$120,005	$139,025	$130,025

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	339,736	356,066	358,446	392,303	402,635
SERVICES AND SUPPLIES	3,495	56,265	8,376	107,800	7,800
OTHER CHARGES	675	2,538	735	5,085	4,375
FIXED CHARGES	59,846	61,502	61,814	74,872	75,410
CAPITAL OUTLAY	0	0	4,325	2,000	0
TOTAL EXPENDITURES	$403,752	$476,371	$433,696	$582,060	$490,220

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
01-020-020					
City Clerk	Q910	1.00	1.00	1.00	1.00
Assistant City Clerk	U046	1.00	1.00	1.00	1.00
Office Assistant II	Z022	1.00	1.00	1.00	1.00
		3.00	3.00	3.00	3.00

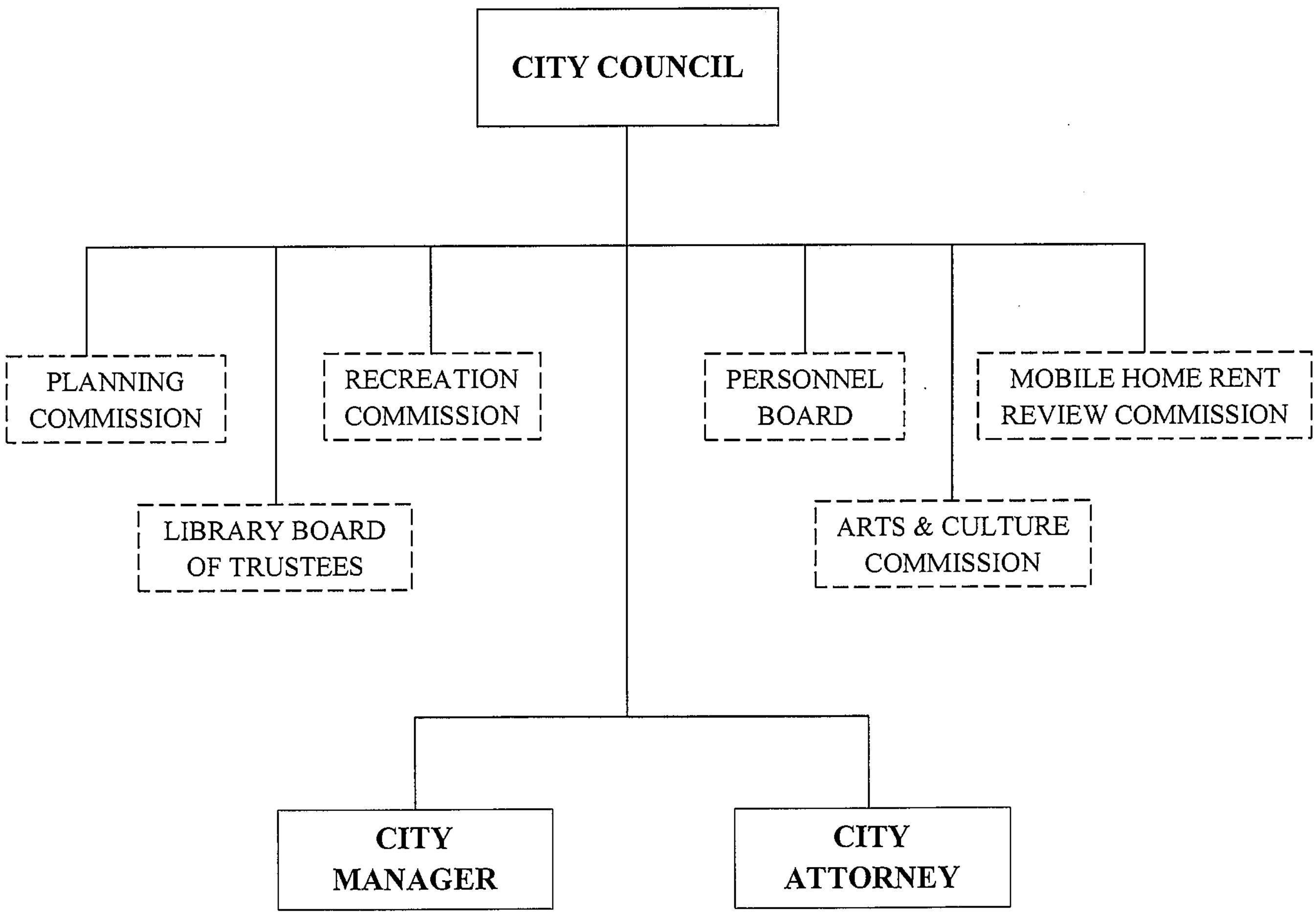
DALY CITY · CALIFORNIA

GATEWAY TO THE PENINSULA

City of Daly City

CITY COUNCIL

Fiscal Years 2017 & 2018



\- - - - - - - - - - - ADVISORY BOARDS AND COMMISSIONS

CITY COUNCIL

MISSION STATEMENT

The City Council is committed to addressing the diverse and changing needs of residents, businesses and employees. It will accomplish its mission through the efficient delivery of quality municipal services provided with a human touch.

The City Council established five guiding principles for setting priorities:

- Foster Economic Vitality and Financial Sustainability
- Enhance Quality of Life for Residents
- Promote an Aesthetic Community Environment
- Facilitate Community Building and Civic Engagement
- Create "Healthy Citizen/Healthy Community" Opportunities

CORE SERVICES

To define City policies and priorities through legislative actions and to provide direction to the City Manager and City Attorney.

CITYWIDE PRIORITIES

In order to help fulfill the mission of the City of Daly City, the City Council has set the following priorities and objectives:

Economic Development and Revenue Enhancement

- Business Development, Retention and Promotion
- Smart Growth (Green Building/Urban Design)
- Enhance Sales Tax Generation
- Increase Fees and Charges for Services to an Appropriate Cost Recovery Level

Public Safety

- Maintain Adequate Police/Parking Enforcement
- Expand Anti-Gang Activities

Transportation and Traffic Improvements

- Identify Opportunities to Fund a Local Shuttle Service
- Expand Pedestrian/Bike Friendly Facilities
- Work with Regional Agencies to Improve Local Transportation Routes
- Create Neighborhood Traffic Liaison

Infrastructure

- Vista Grande Flood Control Project
- Bond Measure to Provide Funding for Improved Community Facilities such as New Serramonte Library and a Public Safety Headquarters

Leisure Services

- Enhance Recreation and Library Commissions Marketing

CITYWIDE PRIORITIES (continued)

Land Use

- Complete General Plan Update
- Complete Residential Zoning Revisions
- Create Pedestrian Friendly Places citywide

Government Operations

- Expand Code Enforcement and Anti-Graffiti Activities
- Monitor Comprehensive Climate Action Plan to Address Environmental Concerns
- Implement Staff Development/Succession Planning Activities
- Complete Update of Rules and Regulations of the Classified Service

Community and Civic Support

- Maintain Community Building Activities
- Expand Community Partnerships with Local School Districts and Non-Profits to Benefit Youth and Education
- Foster Civic Engagement through Broader Public Information Distribution and Communication
- Educate Residents about Local Government through the Citizen's Academy

BIENNIAL BUDGET OUTCOMES

- Take legislative action and provide progressive policy direction to the City Manager and City Attorney to guide the City through the extended downturn in our local economy.

- Strive to ensure a balance between the services provided to the community and stewardship over the City's limited financial resources.

- Direct the City Manager to work collaboratively with other local agencies and City employee groups to identify opportunities for shared or consolidated services to provide greater efficiency and cost effectiveness of service delivery.

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	CITY COUNCIL	001
	Program:	LEGISLATIVE BODY	019

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
MISCELLANEOUS REVENUES	0	0	0	0	0
TOTAL REVENUES	$0	$0	$0	$0	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	174,539	179,937	188,764	190,859	192,280
SERVICES AND SUPPLIES	1,163	4,438	1,851	3,141	5,449
OTHER CHARGES	3,004	12,868	15,347	17,330	14,250
FIXED CHARGES	24,598	25,573	25,629	27,800	28,007
TOTAL EXPENDITURES	$203,304	$222,816	$231,591	$239,130	$239,986

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
01-001-019					
Mayor	Q220	1.00	1.00	1.00	1.00
City Council	Q220	4.00	4.00	4.00	4.00
		5.00	5.00	5.00	5.00

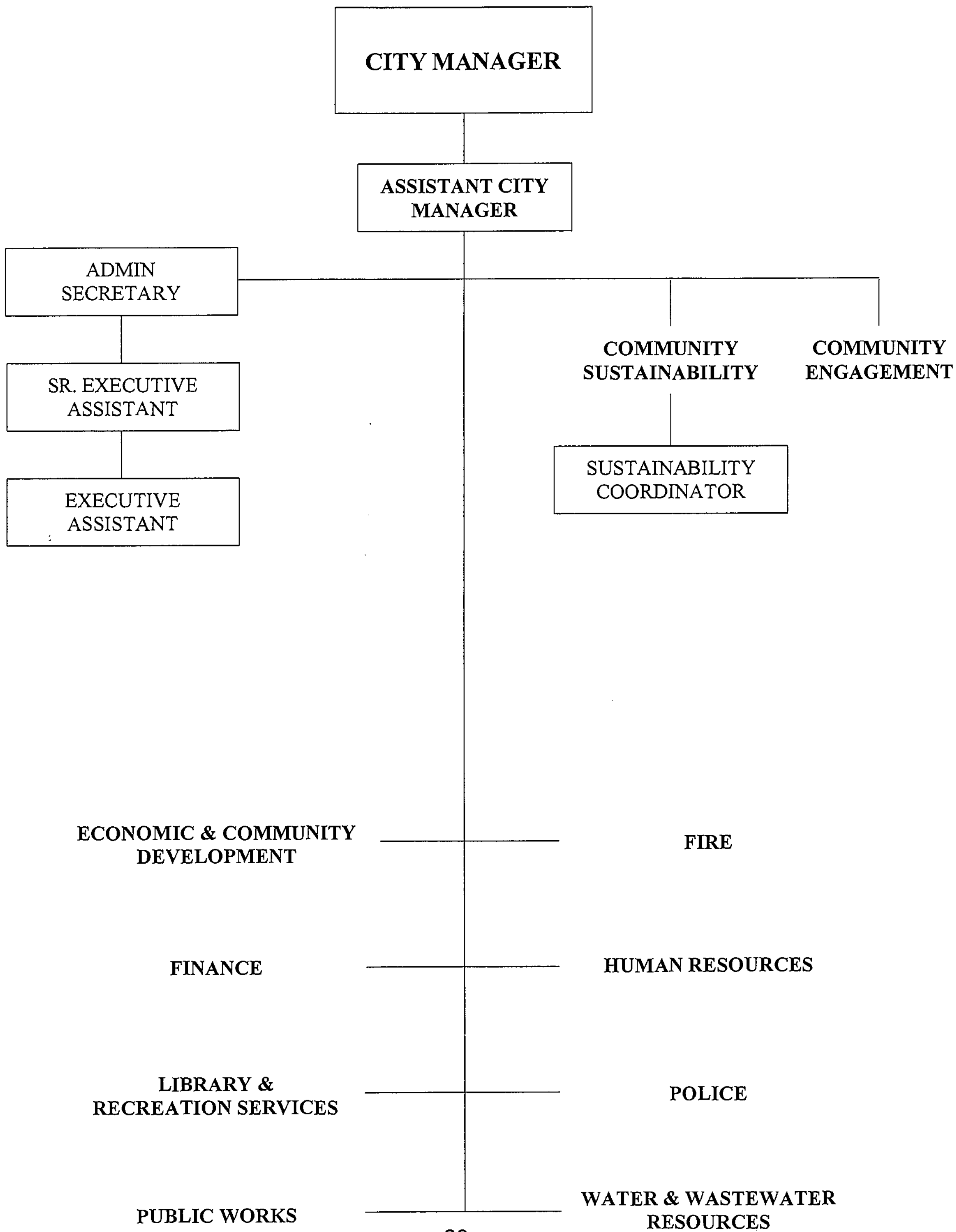
DALY CITY · CALIFORNIA

GATEWAY TO THE PENINSULA

City of Daly City

CITY MANAGER

Fiscal Years 2017 & 2018



CITY MANAGER'S OFFICE

DEPARTMENT MISSION STATEMENT

Provide strategic leadership to support the City Council and guide the municipal organization to deliver high quality services that meet the needs of the community and City organization.

CORE SERVICES

Implementation of City Council Policies and Priorities

Ensure that policies and legislative actions established by the City Council are implemented in an effective manner. Provide the City Council with adequate, timely information and recommendations regarding technical and professional issues under policy consideration. Provide clear organizational direction to make certain City Council policies and actions are executed.

General Management and Oversight

Provide effective management, oversight, and accountability for Daly City's municipal operations. These duties are carried out under the direction of the City Manager and through the Department Directors who are responsible for the implementation of City Council policies and legislative actions. Identify opportunities to share and consolidate services to provide more efficient and cost effective service delivery.

Fiscal Responsibility and Accountability

Maximize the value and efficiency of City services to ensure a balance between revenues and expenditures. Ensure that municipal revenues are prudently managed and that there is a high level of accountability for the City's financial resources.

Community Participation

Develop and coordinate the exchange of information with residents to educate the community about their local government. Encourage community participation in all municipal decision-making processes and activities to promote transparency and accountability at all levels of the organization.

Communications

In addition to maintaining the City's website, www.dalycity.org, deliver a quarterly print newsletter and monthly electronic newsletter, as well as provide regular and ongoing support to various social platforms, including Nextdoor, Facebook, and Twitter.

Community Service Center

Provide assistance to North San Mateo County residents in need, including emergency food, shelter and relocation assistance. Work closely with Legal Aid, Shelter Network and mortgage counseling agencies to prevent homelessness and promote rapid rehousing. Offer a range of case management services to direct clients to resources available in Daly City and through San Mateo County.

SUPPORT FOR CITYWIDE PRIORITIES

- Maintain the organization's capability to provide existing services to the community.
- Promote efficiency and cost effective service delivery of all City services.
- Provide leadership and direction for organizational innovation to promote an effective and reliable workforce; and.
- Provide leadership and direction for the organization's all-hazard emergency response planning efforts.

Identify Opportunities to Improve Services to the Community

- Monitor community satisfaction with city services, seek community input, participation and suggestions.
- Address quality of service issues related to City franchise agreements and contracts.

Encourage and Support Economic Development in order to Create Jobs, Expand the Community's Financial Base and Improve the Quality of Life

- Provide leadership and guidance to enhance Daly City's ability to attract and retain an optimum balance of business and residential development.
- Work collaboratively with the Chamber of Commerce to support and sustain a pro-active business environment.

Improve Organizational Capability and Effectiveness in Order to Better Serve the Community

- Evaluate proposals for participating in shared regional service approaches to enhance efficiency and effectiveness and produce cost savings.
- Sustain efforts to address long-term infrastructure and capital improvement needs.

BIENNIAL BUDGET OUTCOMES

- Maintain organizational accountability by increased public access through online information, television broadcast and video streaming of City Council meetings and other civic meetings, as well as printed materials such as the Daly News;
- Implement a new franchise agreement for solid waste hauling that includes the expansion of recycling and composting programs.
- Redesign the Citizens Academy to attract a broad and diverse group of citizens and to enhancement volunteerism and community leadership.
- Implement a financial sustainability strategy to improve the long-term fiscal condition of the City.
- Create an annual Earth Day Event to promote environmental sustainability.
- Actively participate on the newly created Peninsula Clean Energy initiative.

PERFORMANCE MEASURES

Performance Measure	Methodology	System	Measure Type
% of residents who rate the overall quality of the City's Public Information Services as good or excellent.	The monitoring of this core service ensures accountability, responsiveness and ensures the public has adequate access to information.	Data will be collected through community engagement events, resident surveys and departmental tracking.	Outcome
Number of residents served by Community Services Center related to expenditures.	This core service measure examines the dynamic and effectiveness of services provided to residents.	Departmental tracking.	Efficiency
Number of departments operating within their adopted budget.	The monitoring of this core service ensures that total City expenditures do not exceed adopted City expenditures.	Organizational and departmental systems for the tracking of fiscal data.	Output

CITY OF DALY CITY Department Summary 2016-17/2017-18	CITY MANAGER

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	136,571	174,105	140,668	164,505	164,505
CHARGES AND FEES	8,116	2,580	3,158	3,947	3,947
MISCELLANEOUS REVENUES	5,679	0	0	500	500
TOTAL REVENUES	$150,366	$176,685	$143,826	$168,952	$168,952

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,059,347	1,288,290	1,406,036	1,189,482	1,096,787
SERVICES AND SUPPLIES	316,396	276,364	302,518	396,502	397,726
OTHER CHARGES	80,836	83,444	88,126	95,392	92,260
FIXED CHARGES	161,111	159,088	159,798	185,013	186,021
OPERATING TRANSFERS OUT	0	0	2,414	0	0
TOTAL EXPENDITURES	$1,617,690	$1,807,186	$1,958,892	$1,866,389	$1,772,794

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	CITY MANAGER	010
	Program:	CITY MANAGER	010

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	823,289	1,029,717	1,124,260	1,060,823	1,092,203
SERVICES AND SUPPLIES	61,542	63,461	10,605	68,554	68,554
OTHER CHARGES	12,034	12,242	16,088	19,510	15,220
FIXED CHARGES	109,960	107,654	108,134	132,790	133,523
OPERATING TRANSFERS OUT	0	0	2,414	0	0
TOTAL EXPENDITURES	$1,006,825	$1,213,074	$1,261,501	$1,281,677	$1,309,500

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	CITY MANAGER	010
	Program:	COMMUNITY ENGAGEMENT	011

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	8,117	2,580	3,158	3,947	3,947
MISCELLANEOUS REVENUES	11	0	0	500	500
TOTAL REVENUES	$8,128	$2,580	$3,158	$4,447	$4,447

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	2,510	2,585	2,555	4,585	4,585
SERVICES AND SUPPLIES	143,675	117,098	147,705	157,260	158,484
OTHER CHARGES	68,802	71,202	72,038	75,882	77,040
FIXED CHARGES	3,307	2,859	2,887	0	0
TOTAL EXPENDITURES	$218,294	$193,744	$225,185	$237,727	$240,109

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	CITY MANAGER	011
	Program:	COMMUNITY SERVICE CENTER	014

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	136,571	174,105	140,668	164,505	164,505
MISCELLANEOUS REVENUES	5,668	0	0	0	0
TOTAL REVENUES	$142,239	$174,105	$140,668	$164,505	$164,505

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	233,547	255,989	279,221	124,076	0
SERVICES AND SUPPLIES	111,179	95,806	144,208	170,688	170,688
FIXED CHARGES	47,843	48,575	48,776	52,222	52,498
TOTAL EXPENDITURES	$392,569	$400,370	$472,205	$346,986	$223,186

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	MUSSEL ROCK TRANSFER STAT	45
	Department:	CITY MANAGER	010
	Program:	COMMUNITY SUSTAINABILITY	423

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	0	0	0	150,000	150,000
TOTAL REVENUES	$0	$0	$0	$150,000	$150,000

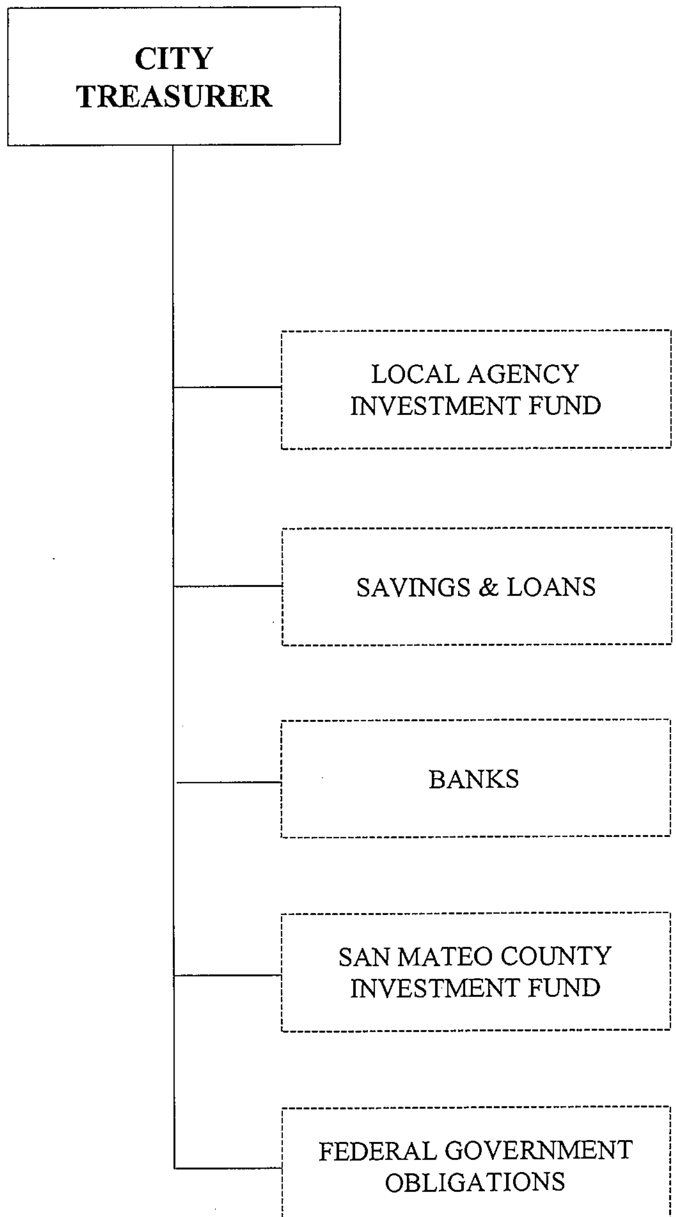
EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	0	0	0	143,635	143,635
SERVICES AND SUPPLIES	0	0	0	6,260	6,260
OTHER CHARGES	0	0	0	105	105
TOTAL EXPENDITURES	$0	$0	$0	$150,000	$150,000

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
City Manager's Office 01-010-010					
City Manager	M500	1.00	1.00	1.00	1.00
Assistant City Manager	M452	1.00	1.00	1.00	1.00
Administrative Secretary	U047	1.00	1.00	1.00	1.00
Senior Executive Assistant	U035	1.00	1.00	1.00	1.00
Executive Assistant	U028	2.00	2.00	1.00	1.00
		6.00	6.00	5.00	5.00
Community Service Center 01-011-014					
Service Specialist I	U019	2.00	2.00	-	-
Community Service Center Senior Office Asst	Z022	1.00	1.00	-	-
		3.00	3.00	-	-
Community Sustainability 45-010-423					
Sustainability Coordinator / Senior Management Analyst	U074	-	-	1.00	1.00
		9.00	9.00	6.00	6.00

City of Daly City

CITY TREASURER

Fiscal Years 2017 & 2018



CITY TREASURER

PROGRAM DESCRIPTION

The Office of the City Treasurer is responsible for the management of cash and investments for the City, the Redevelopment Agency and the Sanitation District, Trust and Agency Funds, and Public Facilities Financing Corporation.

The City Treasurer is an elected official and is responsible for investments made in compliance with State law and the City's Investment Policy, with the following objectives:

1) **Safety** – at no risk, at any time, to the City, Successor Agency to the former City of Daly City Redevelopment Agency, Sanitation District, Public Facilities Financing Corporation, and any trust that the City hold fiduciary responsibility.

2) **Liquidity** – availability of monies when needed.

3) **Yield** – maximum interest earnings without sacrifice of the first two objectives.

Investments include various short term government insured certificates of deposit, Federal Government Obligations, deposits in the State of California Local Agency Investment Fund and County of San Mateo Investment Pool.

Due to the City Treasurer's active involvement with the business community, the Office frequently assists the Business License Division in collection of its business license fees. The Treasurer works closely with the Finance Department in collecting delinquent accounts receivable. In addition, the Treasurer participates with the Daly City Chamber of Commerce in its many activities.

PROGRAM GOAL

To monitor financial trends to maximize investment income and to maintain adequate cash availability while ensuring that principal invested is protected from loss.

HIGHLIGHTS

With a portfolio of over $100 million, the City of Daly City has realized an average current yield of 4% for the past year.

PROGRAM OBJECTIVES

- Investment of funds will be in compliance with governing positions of law and the City's Investment Policy.

- Maintain adequate cash availability while ensuring that principal invested is protected from loss.

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund	GENERAL FUND	01
	Department:	CITY TREASURER	040
	Program:	CITY TREASURER	040

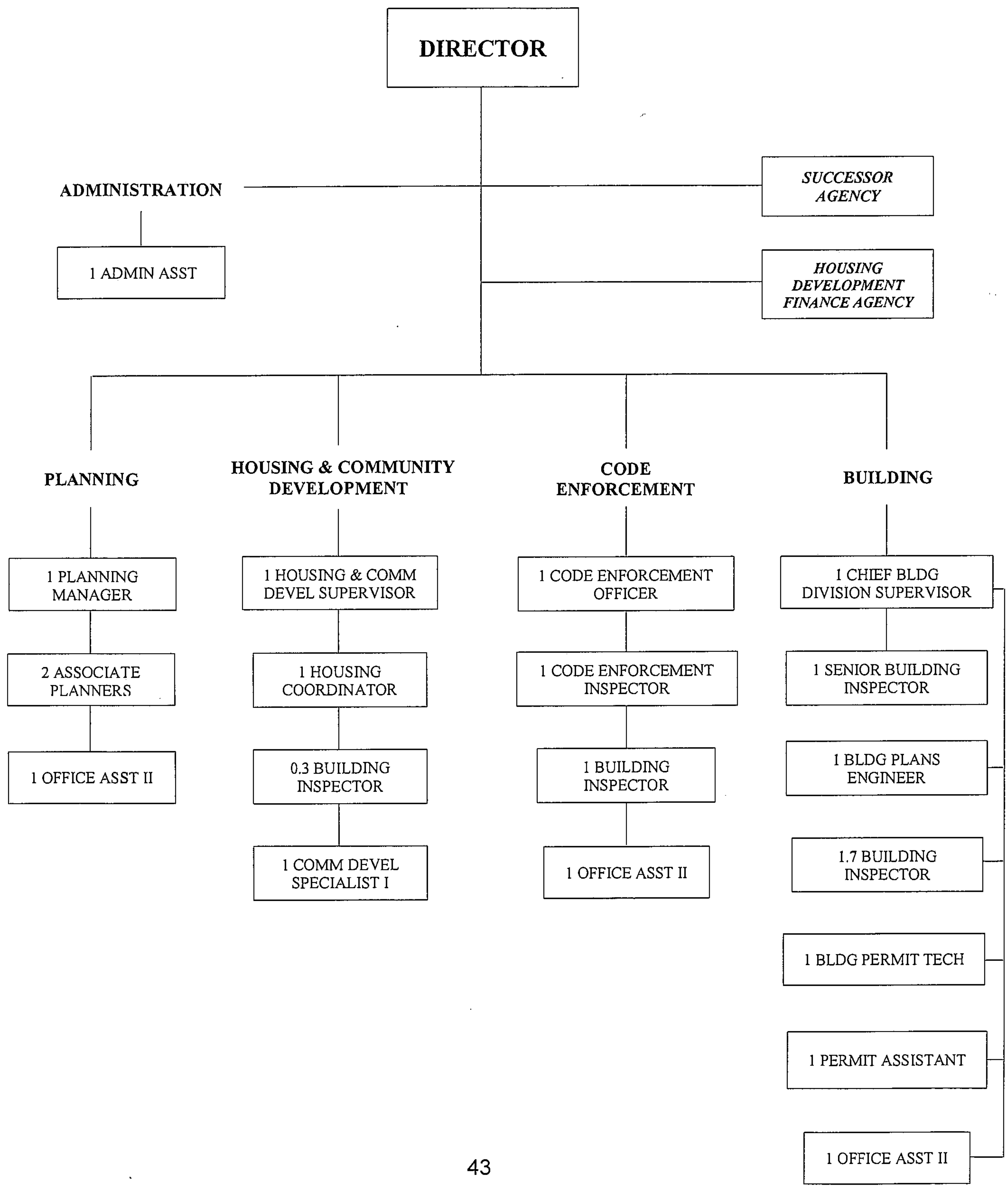
EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	236,584	29,460	31,773	33,108	33,868
SERVICES AND SUPPLIES	1,139	66	262	300	200
OTHER CHARGES	2,158	4,442	1,100	3,925	3,419
FIXED CHARGES	6,543	6,032	6,072	6,970	7,031
TOTAL EXPENDITURES	$246,424	$40,000	$39,207	$44,303	$44,518

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
01-040-040					
City Treasurer	Q900	0.18	0.18	0.18	0.18
		0.18	0.18	0.18	0.18

City of Daly City

DEPARTMENT OF ECONOMIC & COMMUNITY DEVELOPMENT

Fiscal Years 2017 & 2018



ECONOMIC AND COMMUNITY DEVELOPMENT

DEPARTMENT MISSION STATEMENT

To direct activities and programs that ensures orderly growth, responsive service, interdepartmental coordination, economic growth and fulfillment of the City's long-range objectives.

CORE SERVICES

Planning, Building & Code Enforcement

- Land use development review.
- Implementation of General Plan, Specific Plans, and design guidelines.
- Participation in regional and interagency planning activities (Grand Boulevard Initiative, Bi-County Transportation Study, etc.)
- Building plan review, permit issuance & construction inspection.
- Community code enforcement.
- Administrative support to the above services.

Economic Development

- Promote economic development, creation of new employment opportunities and enhance City revenue.
- Initiate and facilitate private development.
- Promote and implement neighborhood improvement strategies.
- Provide staff support to the Daly City Successor Agency.
- Manage City/Successor Agency real estate holdings.

Housing & Community Development

- Increase the extent of new affordable housing, and help maintain the existing affordable housing stock.
- Provide oversight to Community Development Block Grant (CDBG) funded non-profit organizations that help meet the basic needs of low income residents.
- Administer and ensure compliance with federal housing and community development programs, including the housing rehabilitation loan program.
- Provide staff support to the Daly City Housing Development Finance Agency.

SUPPORT FOR CITYWIDE PRIORITIES

Economic Development/Revenue Enhancement

- Effectively negotiate and manage City/Successor Agency-owned properties and leases.
- Publish quarterly updates of "Commercial Opportunities," a commercial property space listing and map on the City website.
- Provide business information services, technical assistance and organize educational workshops, networking events and counseling to small and micro-enterprise businesses.
- Promote public/private partnerships for priority development sites by aggressively marketing the properties.
- Implement economic development strategies that create jobs, expand the community's financial base, provide affordable housing and improve the quality of community life.
- Support appropriately-planned upgrades and expansions of Daly City shopping centers and commercial operations.

SUPPORT FOR CITYWIDE PRIORITIES (continued)

- Oversee the continued wind-down of the former Redevelopment Agency activities, including staff support to the Daly City Successor Agency.
- Aggressively pursue alternatives to traditional economic development methods and programs, including options for public-private partnerships, use of new regulatory tools, and other opportunities for provision of City assistance to support City economic development goals.

Civic Engagement

- Manage the Department's webpage to provide current, timely information to the public and development community.
- Continue implementation actions for use of Agenda Plus for Planning Commission meetings to increase public access to meeting notices, staff reports and on-line meeting video.
- Provide information and assistance to all members of the public through timely assistance at the front counter, phone, email and written correspondence.

Government Operations

- Monitor all underground fuel storage tanks for compliance with State regulations.
- Monitor tax-exempt bond-financed housing projects for compliance with Regulatory Agreements.
- Manage and coordinate the building permit and entitlement review processes to ensure compliance with City codes, and to expand interdepartmental collaboration.
- Adopt and update Building, Housing and Planning ordinances and codes to comply with State and Federal mandates.
- Administer the Construction and Demolition (C&D) Recycling Program in seeking to divert waste from landfills in compliance with State law.
- Continue to evaluate Code Enforcement programs and practices to increase efficiency and effectiveness in abating violations and public nuisances.

Community/Civic Support

- Foster small business development goals by collaborating with educational institutions and organizations, including the Colma-Daly City Chamber of Commerce.
- Distribute federal/state funding and available affordable housing monies to fund the construction of affordable housing; administer grants and loans that rehabilitate the existing stock of affordable housing; ensure existing affordable housing stays affordable; and continue to participate in regional efforts to coordinate and improve housing for low and moderate-income households.
- Provide CDBG funding to non-profit organizations that support public services such as childcare, health and other youth-oriented social services; and social service activities that benefit lower income households by leveraging federal/state entitlements.

SUPPORT FOR CITYWIDE PRIORITIES (continued)

Transportation / Traffic

- Participate in regional transportation planning efforts such as Daly City and Colma BART station area planning, Bi-County Transportation Study, the Grand Boulevard Initiative, and the City/Council Association of Governments (C/CAG) Technical Advisory Committee.

Land Use

- Implement the Daly City General Plan, adopted in March 2013, specific implementation actions anticipated include revising Zoning Ordinance sections, as specified in General Plan land use and housing elements.
- Implement the General Plan Housing Element, adopted in March 2015, in compliance with the State housing element law.
- Continue to implement existing specific plans, the Zoning Ordinance and the Municipal Code through the building permit, code enforcement and planning entitlement review processes.
- Implement the requirements of the C.3 Stormwater Municipal Regional Permit.
- Implement the Daly City Climate Action Plan through the General Plan Update and related City actions.
- Participate in regional planning efforts that assist in developing regulations in response to State mandates and programs such as the Bay Area Sustainable Communities Strategy, Bay Area Stormwater Management Agencies Association, Bay Area Water Supply and Conservation Agency, and the San Mateo countywide Water Pollution Prevention Program.

BIENNIAL BUDGET OUTCOMES

Planning, Building & Code Enforcement

- Improved customer service through enhanced permit and application submittal and processing programs, and emphasis on prompt and accurate responses to public requests for information.
- A turnaround time of 10 working days for initially-submitted building permit plans, five working days for resubmitted plans, and next-day response on construction inspection requests.
- Web page development by providing information regarding the public services that we provide utilizing the new Content Management Software.
- A report on the effectiveness of the Construction and Demolition (C&D) Recycling Program in diverting waste from landfill to comply with State law.
- An automated Residential Requirements Report (3R) process, significantly reducing Report turnaround timelines.
- Continued development of the Planning Agenda and Minutes Plus system for setting agendas and preparation of meeting minutes.
- Completion and implementation of upgraded EnerGov project and permit tracking systems.

BIENNIAL BUDGET OUTCOMES (continued)

- Fee updates to better reflect City staffing cost recovery opportunities for Planning, Code Enforcement and Building project work.
- Reduce the number of days per year where next-day building inspections cannot be accommodated.
- Implementation of streamlined storm water treatment plan check process.
- Implementation of property maintenance agreement requirement for all new non-residential development, ensuring long-term site and landscape maintenance.
- In collaboration with the City Traffic Engineer and in compliance with CEQA Guidelines, develop criteria for traffic study preparation to increase certainty as to when traffic studies are required, what the traffic study scope shall be, and traffic methodologies shall be employed to evaluate traffic impacts.
- In collaboration with the Public Works and Finance Departments, begin work to update the City's AB1600 fee program.
- In collaboration with the Public Works and Finance Departments, identify lot merger incentives to include in the Zoning Ordinance that would encourage private parcel assemblage.
- New strategies for analyzing traffic impacts developed in collaboration with the Public Works Department, including implementation of General Plan Update traffic goals and policies.
- Revisions to the Zoning Ordinance, in compliance with General Plan land use and housing elements.
- Assistance in the establishment of a Capital Improvement Program for major planned public infrastructure upgrades and new construction.

Economic Development

- Assistance to property owners and developers interested in sites in Daly City, including commercial properties in the Bayshore area, lands in the Cow Palace area, and numerous properties along Mission Street.
- Oversee the operation of the Renaissance Entrepreneurship program, focused on training and support of new Daly City businesses.
- Provide staff support to the Successor Agency as the wind-down of former Redevelopment Agency activities continues. This shall include property management services for the Successor Agency-owned properties and related staff-support actions.
- Develop and support new partnerships with outside organizations (e.g., SBA, community colleges, etc.) to offer assistance to local businesses.
- Explore creation of an overall Economic Development Strategy for the City that addresses both short- and long-term City economic development goals.

Housing & Community Development

- The creation of additional rental and ownership housing for low- and moderate-income households through partnerships with non-profit housing development organizations and the implementation of the City's Inclusionary Housing Ordinance.
- Adoption of a new Affordable Housing Ordinance.

BIENNIAL BUDGET OUTCOMES (continued)

- CDBG funding for the development of educational materials to increase community outreach and investigation of housing discrimination cases via non-profit organizations in support of fair housing practices.
- Funding, assistance, and monitoring of CDBG sub-recipients who provide a variety of public services to low-income Daly City residents in the areas of food, shelter, legal services, health care, child care, youth services, family crisis intervention, literacy, and job training.
- Expanded marketing of Housing Rehabilitation programs informing homeowners about loan and grant programs and assistance to homeowners with inspections, cost estimates, the bidding process, job quality control, and payment processing.
- Provide staff support to the Daly City Housing Development Finance Agency, including management of Agency assets.
- Preserve existing affordable housing stock through compliance monitoring, housing rehabilitation, and oversight of resale and leasing practices.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIAL BUDGET

- Fund a full-time Administrative Assistant to provide support for the Director and the Housing Division. The position was funded at half time in the previous biennial budget.
- Add an Associate Planner to support Planning Division activities.

PERFORMANCE MEASURES

Measure	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Building Percent of plan checks completed within 10 days	90%	88%	90%	90%
Building Reduce the number of days per year where next-day inspections cannot be accommodated	3%	3%	3%	3%
Planning review of Building Permit plan checks within 5 working days	85%	85%	90%	90%
Planning compliance with 30-day entitlement application completeness reviews	90%	95%	100% target	100% target
Code Enforcement seeks voluntary compliance on a minimum 25% of violations within two months of violation confirmation and 50% compliance within six months	21% (2 months) 62% (6 months)	14% (2 months) 52% (6 months)	15% (2 months) 50% (6 months)	25% (2 months) 50% (6 months)
Housing to take action on completed housing rehabilitation loan applications within 15 business days of receipt	75%	75%	75%	75%
Economic Development Number of people served by small business and microenterprise entrepreneur training program	48	50	50	50
Economic Development Creation of additional tools and services provided each calendar year to stimulate economic development	0	1	2	2

CITY OF DALY CITY Department Summary 2016-17/2017-18	ECONOMIC & COMMUNITY DEVELOPMENT

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	1,404,427	2,324,002	1,777,856	1,484,841	1,896,837
RENTS AND INTEREST	119,320	85,891	106,592	79,242	48,540
FROM OTHER AGENCIES	1,057,922	7,768,676	1,330,082	1,176,502	1,168,210
CHARGES AND FEES	491,954	1,270,936	4,772,625	3,973,969	430,515
MISCELLANEOUS REVENUES	428,343	1,575,536	421,863	315,700	315,700
TOTAL REVENUES	$3,501,966	$13,025,041	$8,409,018	$7,030,254	$3,859,802

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	2,565,018	2,427,807	2,614,063	3,061,140	3,139,205
SERVICES AND SUPPLIES	863,028	1,018,850	840,009	763,214	609,291
OTHER CHARGES	304,449	10,362,458	733,656	6,481,097	487,666
FIXED CHARGES	462,150	469,642	472,606	520,073	523,714
CAPITAL OUTLAY	937	0	0	0	0
DEBT SERVICE	27,140	27,140	27,140	27,140	0
TOTAL EXPENDITURES	$4,222,722	$14,305,897	$4,687,474	$10,852,664	$4,759,876

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	ECONOMIC & COMMUNITY DEVE	300
	Program:	ECD ADMINISTRATION	300

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	240	2,140	240	240	240
CHARGES AND FEES	43,333	43,333	43,333	43,333	43,333
MISCELLANEOUS REVENUES	0	2,000	0	0	0
TOTAL REVENUES	$43,573	$47,473	$43,573	$43,573	$43,573

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	299,385	194,331	179,963	258,941	267,755
SERVICES AND SUPPLIES	3,649	3,163	6,888	6,500	6,500
OTHER CHARGES	1,860	168	907	900	900
FIXED CHARGES	96,921	98,964	99,600	109,825	110,775
DEBT SERVICE	0	0	0	0	0
TOTAL EXPENDITURES	$401,815	$296,626	$287,358	$376,166	$385,930

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	ECONOMIC & COMMUNITY DEVE	301
	Program:	PLANNING & ZONING	302

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	104,032	142,228	145,657	274,784	333,060
CHARGES AND FEES	391,833	794,004	552,161	443,065	341,063
TOTAL REVENUES	$495,865	$936,232	$697,818	$717,849	$674,123

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	437,831	411,047	478,306	627,186	644,837
SERVICES AND SUPPLIES	186,292	125,899	65,410	31,100	31,100
OTHER CHARGES	3,711	1,562	8,000	6,218	12,093
FIXED CHARGES	95,647	97,614	98,286	111,566	113,116
CAPITAL OUTLAY	0	0	0	0	0
TOTAL EXPENDITURES	$723,481	$636,122	$650,002	$776,070	$801,146

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	ECONOMIC & COMMUNITY DEVE	300
	Program:	BUILDING	340

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	1,151,308	1,898,767	1,473,789	1,041,647	1,403,777
CHARGES AND FEES	56,788	82,199	65,983	46,119	46,119
MISCELLANEOUS REVENUES	285,033	320,859	300,000	250,000	250,000
TOTAL REVENUES	$1,493,129	$2,301,825	$1,839,772	$1,337,766	$1,699,896

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	999,765	899,531	988,444	1,134,184	1,158,829
SERVICES AND SUPPLIES	97,466	278,071	290,211	105,824	105,474
OTHER CHARGES	14,698	8,356	12,050	12,050	11,910
FIXED CHARGES	219,485	222,861	224,529	242,239	245,575
TOTAL EXPENDITURES	$1,331,414	$1,408,819	$1,515,234	$1,494,297	$1,521,788

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund Department: Program:	GENERAL FUND ECONOMIC & COMMUNITY DEVE CODE ENFORCEMENT	01 300 341

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	141,079	274,597	150,000	160,000	160,000
CHARGES AND FEES	0	1	0	0	0
MISCELLANEOUS REVENUES	12,316	9,768	10,000	0	0
TOTAL REVENUES	$153,395	$284,366	$160,000	$160,000	$160,000

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	392,730	477,813	498,631	511,155	526,599
SERVICES AND SUPPLIES	10,524	12,944	11,579	22,547	22,887
OTHER CHARGES	2,116	562	3,692	5,473	5,133
FIXED CHARGES	46,508	46,391	46,696	45,456	45,960
TOTAL EXPENDITURES	$451,878	$537,710	$560,598	$584,631	$600,579

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund Department: Program:	GENERAL FUND ECONOMIC & COMMUNITY DEVE RDA SUCCESSOR AGENCY	01 300 403

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
TAXES	0	0	0	0	0
FROM OTHER AGENCIES	0	0	129,420	125,000	125,000
TOTAL REVENUES	$0	$0	$129,420	$125,000	$125,000

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	8,656	21,185	91,397	125,000	125,000
TOTAL EXPENDITURES	$8,656	$21,185	$91,397	$125,000	$125,000

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	HOUSING FINANCE AGENCY	12
	Department:	ECONOMIC & COMMUNITY DEVE	996
	Program:	HOUSING FINANCE AGENCY	410

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	54,400	23,000	45,850	18,600	0
CHARGES AND FEES	0	351,400	4,111,148	3,441,452	0
MISCELLANEOUS REVENUES	2,850	1,017,433	5,700	5,700	5,700
TOTAL REVENUES	$57,250	$1,391,833	$4,162,698	$3,465,752	$5,700

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	35,486	29,131	31,337	86,148	87,978
SERVICES AND SUPPLIES	7,514	5,411	20,083	35,000	35,000
OTHER CHARGES	0	3,320,284	10,000	5,998,426	0
TOTAL EXPENDITURES	$43,000	$3,354,826	$61,420	$6,119,574	$122,978

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund	COMMUNITY BLOCK GRANT	18
	Department:	ECONOMIC & COMMUNITY DEVE	305
	Program:	RESIDENTIAL REHAB	303

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	483,168	343,284	578,566	428,566	428,566
TOTAL REVENUES	$483,168	$343,284	$578,566	$428,566	$428,566

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	192,108	194,840	207,060	221,115	226,026
SERVICES AND SUPPLIES	9,591	7,534	12,500	13,400	13,400
OTHER CHARGES	281,130	140,910	405,749	229,250	228,850
FIXED CHARGES	0	0	0	6,605	6,605
CAPITAL OUTLAY	340	0	0	0	0
TOTAL EXPENDITURES	$483,169	$343,284	$625,309	$470,370	$474,881

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	COMMUNITY BLOCK GRANT	18
	Department:	ECONOMIC & COMMUNITY DEVE	305
	Program:	BLOCK GRANT ADMIN	305

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	199,559	135,583	269,979	276,792	268,500
MISCELLANEOUS REVENUES	128,045	225,425	106,163	60,000	60,000
TOTAL REVENUES	$327,604	$361,008	$376,142	$336,792	$328,500

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	162,648	181,955	189,072	180,752	184,628
SERVICES AND SUPPLIES	163,424	177,906	192,500	173,350	173,350
OTHER CHARGES	935	1,147	2,700	4,200	4,200
FIXED CHARGES	0	0	0	0	0
CAPITAL OUTLAY	597	0	0	0	0
TOTAL EXPENDITURES	$327,604	$361,008	$384,272	$358,302	$362,178

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	COMMUNITY BLOCK GRANT	18
	Department:	ECONOMIC & COMMUNITY DEVE	305
	Program:	ECONOMIC & ENTERPRISE DEVELOP	309

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	102,200	91,571	96,833	98,000	98,000
TOTAL REVENUES	$102,200	$91,571	$96,833	$98,000	$98,000

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	23,670	16,330	17,164	18,389	18,785
SERVICES AND SUPPLIES	78,529	75,241	77,493	76,810	76,810
OTHER CHARGES	0	0	700	1,250	1,250
TOTAL EXPENDITURES	$102,199	$91,571	$95,357	$96,449	$96,845

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GRANTS	28
	Department:	ECONOMIC & COMMUNITY DEVE	305
	Program:	HOME PROGRAM ADMIN	345

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	403	449	200	100	0
FROM OTHER AGENCIES	22,996	1,165,156	255,284	248,144	248,144
MISCELLANEOUS REVENUES	0	0	0	0	0
TOTAL REVENUES	$23,399	$1,165,605	$255,484	$248,244	$248,144

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	21,393	22,830	24,083	23,270	23,770
SERVICES AND SUPPLIES	1,603	2,856	3,294	1,544	1,044
OTHER CHARGES	0	1,139,471	289,858	223,330	223,330
TOTAL EXPENDITURES	$22,996	$1,165,157	$317,235	$248,144	$248,144

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	JS/MISSION RDA ADMIN	91
	Department:	ECONOMIC & COMMUNITY DEVE	400
	Program:	MISSION/JS REDEVELOPMENT ADMIN	400

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	8,010	8,410	8,410	8,410	0
RENTS AND INTEREST	16,002	12,002	12,002	12,002	0
MISCELLANEOUS REVENUES	0	0	0	0	0
TOTAL REVENUES	$24,012	$20,412	$20,412	$20,412	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	28,726	43,556	48,500	104,500	0
OTHER CHARGES	0	0	0	0	0
FIXED CHARGES	2,388	2,538	2,327	2,919	0
DEBT SERVICE	0	0	0	0	0
TOTAL EXPENDITURES	$31,114	$46,094	$50,827	$107,419	$0

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	RDA OBLIGATION RETIREMENT	95
	Department:	ECONOMIC & COMMUNITY DEVE	400
	Program:	RDA OBLIGATION RETIREMENT FUND	415

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	250,000	6,033,081	0	0	0
TOTAL REVENUES	$250,000	$6,033,081	$0	$0	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	250,000	250,000	0	0	0
OTHER CHARGES	0	5,750,000	0	0	0
TOTAL EXPENDITURES	$250,000	$6,000,000	$0	$0	$0

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	BAYSHORE RDA ADMIN	96
	Department:	ECONOMIC & COMMUNITY DEVE	400
	Program:	BAYSHORE REDEVELOPMENT ADMIN	406

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
TAXES	0	0	0	0	0
RENTS AND INTEREST	48,275	48,300	48,300	48,300	48,300
MISCELLANEOUS REVENUES	100	50	0	0	0
TOTAL REVENUES	$48,375	$48,350	$48,300	$48,300	$48,300

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	17,056	15,084	20,154	67,639	18,726
FIXED CHARGES	1,200	1,271	1,165	1,462	1,681
DEBT SERVICE	27,140	27,140	27,140	27,140	0
TOTAL EXPENDITURES	$45,396	$43,495	$48,459	$96,241	$20,407

ECONOMIC & COMMUNITY DEVELOPMENT Full-Time Salaried Position Listing

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
ECD Admin 01-300-300					
Director of ECD	M440	0.55	0.55	0.55	0.55
Administrative Assistant I	U040	-	-	0.75	0.75
Administrative Assistant	U038	0.50	0.50	-	-
		1.05	1.05	1.30	1.30
Building 01-300-340					
Director of ECD	M440	0.10	0.10	0.10	0.10
Chief Building Division Supervisor	U092	1.00	1.00	1.00	1.00
Building Plans Engineer	U082	1.00	1.00	1.00	1.00
Senior Building Inspector	X067	-	-	1.00	1.00
Building Inspector	X051	1.70	1.70	1.70	1.70
Building Permit Technician	X033	1.00	1.00	1.00	1.00
Community Development Assistant	Z030	1.00	1.00	-	-
Permit Assistant	Z030	-	-	1.00	1.00
Office Assistant II	X022	1.00	1.00	1.00	1.00
		6.80	6.80	7.80	7.80
Code Enforcement 01-300-341					
Director of ECD	M440	0.10	0.10	0.10	0.10
Code Enforcement Officer	U055	1.00	1.00	1.00	1.00
Code Enforcement Inspector	U043	1.00	1.00	1.00	1.00
Building Inspector	X051	1.00	1.00	1.00	1.00
Office Assistant III	Z026	1.00	1.00	-	-
Office Assistant II	Z022	-	-	1.00	1.00
		4.10	4.10	4.10	4.10
Planning 01-301-302					
Director of ECD	M440	0.25	0.25	0.25	0.25
Planning Manager	U097	1.00	1.00	1.00	1.00
Associate Planner	E060	1.00	1.00	2.00	2.00
Office Assistant II	Z022	1.00	1.00	1.00	1.00
		3.25	3.25	4.25	4.25
Housing Agency 12-996-410					
Housing & Comm Develop Supervisor	U085	0.05	0.05	-	-
Housing Coordinator	E060	0.16	0.16	-	-
Administrative Assistant I	U040	-	-	-	-
		0.21	0.21	-	-
Housing Agency 12-996-414					
Housing & Comm Develop Supervisor	U085	-	-	0.04	0.04
Housing Coordinator	E060	-	-	0.34	0.34
Administrative Assistant I	U040	-	-	0.25	0.25
		-	-	0.63	0.63
Residential Rehab 18-305-303					
Housing & Comm Develop Supervisor	U085	0.27	0.27	0.27	0.27
Building Inspector	X051	0.30	0.30	0.30	0.30
Community Development Specialist I	E043	1.00	1.00	1.00	1.00
		1.57	1.57	1.57	1.57
Block Grant 18-305-305					
Housing & Comm Develop Supervisor	U085	0.55	0.55	0.55	0.55
Housing Coordinator	E060	0.70	0.70	0.55	0.55
		1.25	1.25	1.10	1.10
Enterprise Development Center 18-305-309					
Housing & Comm Develop Supervisor	U014	0.10	0.10	0.10	0.10
		0.10	0.10	0.10	0.10

ECONOMIC & COMMUNITY DEVELOPMENT Full-Time Salaried Position Listing

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Home Program 28-305-345					
Housing & Comm Develop Supervisor	U085	0.03	0.03	0.04	0.04
Housing Coordinator	E060	0.14	0.14	0.11	0.11
		0.17	0.17	0.15	0.15
		18.50	18.50	21.00	21.00

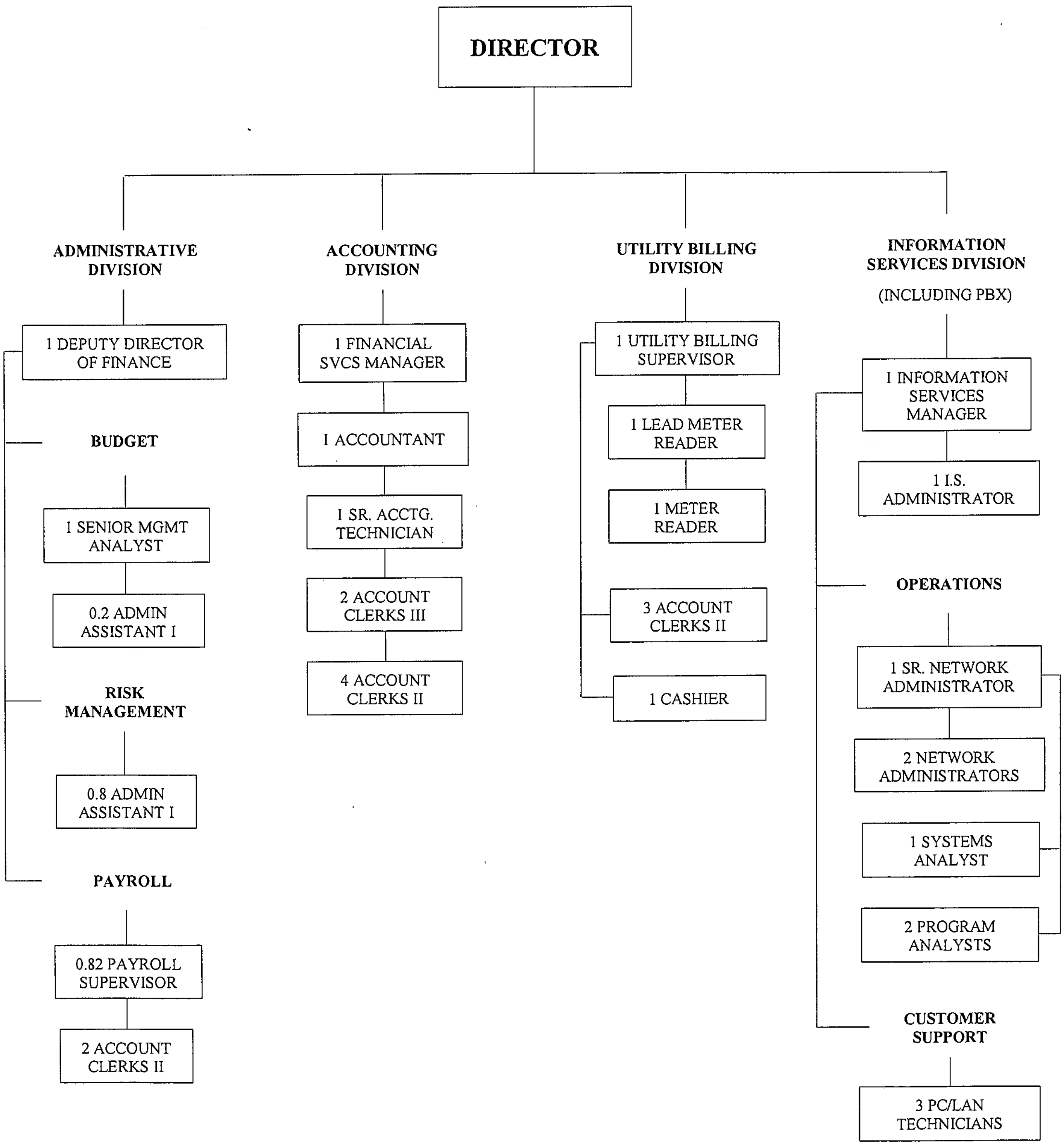
DALY CITY
CALIFORNIA

GATEWAY
TO THE
PENINSULA

City of Daly City

FINANCE & ADMINISTRATIVE SERVICES

Fiscal Years 2017 & 2018



FINANCE AND ADMINISTRATIVE SERVICES

DEPARTMENT MISSION STATEMENT

Finance and Administrative Services Department is committed to providing accurate and timely financial information; delivering high quality and reliable information technology services; safeguarding City's assets; and providing excellent service to customers. We take pride in our work and are accountable and trusted to carry out our responsibilities with honesty and integrity.

CORE SERVICES

The Department of Finance and Administrative Services is responsible for facilitating the planning, organization, implementation, control, coordination, and direction of the financial policies and programs of the City, as established by the City Council and City Manager. The Department provides the financial analysis and forecasting for and manages the development process of the operating budget every two years, works closely with the Public Works Department to develop the capital budget every two years, and prepares the City's Comprehensive Annual Financial Report. Other core services include:

Accounting

Accounts for all City financial transactions, monitors budget performance, provides financial reports to City departments and management, and enforces the City's Business License ordinance to ensure complete collection of Business License revenues. Monitors compliance with the City's Purchasing Ordinance.

Budget Office

Provides financial, analytical, budget and strategic support services for the Department and the organization. Oversees budget preparation and review for the city.

Central Services

Provides Mail/Messenger Service, providing for citywide pick-up and delivery of interoffice and U.S. Mail, and collection for the City's 512 Parking Meters.

Information Services

Supports and manages the City's information technology, administering all aspects of the City's data and voice networks. Provides support to a user community consisting of all City employees and Library and Recreation patrons, with over 500 PC workstations and printers, 44 servers and specialized software applications for Police, Fire, Finance, Library & Recreation and Public Works, and other systems used by all City departments.

Payroll

Processes payroll and issues paychecks, primarily by automatic deposit, for all City employees.

Risk Management

Oversees the City's self-insurance program which provides funding to pay Workers' Compensation, General Liability and unemployment claims. Arranges for financing of other risks including purchased property, excess liability, excess Workers' Compensation and specialty insurance; handles liability claims in coordination with the City's third party claims administrator; works with Human Resources in their oversight of Workers' Compensation claims; and coordinates funding in the event of a disaster or local emergency.

CORE SERVICES (continued)

Utility Billing

Reads water meters and provides timely and accurate utility bills to all water customers of the City of Daly City, sewer customers within the North San Mateo County Sanitation District, and garbage customers within Daly City and Broadmoor.

SUPPORT FOR CITYWIDE PRIORITIES

Finance/Administration/Accounting supports citywide priorities by:

Economic Development and Revenue Enhancement

- Monitoring financial activities of the City and providing accurate and timely financial management reports that facilitate proper stewardship of resources by City departments.
- Acting as a resource to the City Council and City management in the City's financial affairs, helping to insure that the City's fiscal sustainability policies are followed.
- Providing guidance and leadership to the department's many functional areas in order to leverage technology, people and resources to expand the efficiency and effectiveness of all City departments.

Central Services supports the citywide priorities by:

Economic Development and Revenue Enhancement

- Ensuring that City parking meters generate revenue to support their collection and maintenance and provide funding for City activities. By keeping the meters properly maintained we help create available on-street parking with adequate turnover for residents and business patrons.

Risk Management supports citywide priorities by:

Economic Development and Revenue Enhancement

- Helping other City departments to minimize claim costs, increase productivity and protect City assets. When these efforts are successful, more valuable City resources are available to those departments to pursue the City-wide priorities established by the City Council.

Information Services supports citywide priorities by:

Economic Development and Revenue Enhancement

- Ensuring maximum performance of technology systems, allowing City departments to effectively focus on community building and communication.
- Promptly responding to and resolving technology issues so City employees may best utilize technology to improve government operations and better serve the community.
- Investing in and managing current industry-standard technology tools for all City departments with emphasis on environmental efficiency and energy conservation.

SUPPORT FOR CITYWIDE PRIORITIES (continued)

Utility Billing supports the citywide priorities as follows:

Economic Development and Revenue Enhancement

- Performing accurate and timely reading and billing of utility services.
- Where financially practical, employing the latest meter reading technologies and practices.

Community and Civic Support

- Exploring new and more efficient ways to make bill paying easier for Daly City residents by using the latest technology.
- Developing environmental options that will result in a more paperless billing process.
- Promoting regular use of bulletin board space on water and garbage bills to enhance public awareness of community events and information.

BIENNIAL BUDGET OUTCOMES

Finance and Administrative Services will strive to continue to provide all of the above services during the next two years with minimal staffing and by employing maximum efficiencies.

- Accounting will prepare Comprehensive Annual Financial Reports and Biennial Operating Budgets which meet the Government Finance Officers Association standards for excellence, facilitate continued review of City fees and charges to achieve a higher level of cost recovery, provide fair and consistent enforcement of the City's business license ordinance.
- Accounting will ensure that purchase requisitions are processed in three days and will continue to streamline workflow for purchase requisitions and procurement of goods and services by leveraging the capabilities of the City's automated purchasing system and will monitor compliance with the City's Purchasing Ordinance.
- Central Services will strive to process all outgoing U.S. Mail on the same day as received.
- Information Services will continually provide expert service to customer departments by efficiently and accurately managing the City's technology systems and by promptly responding to requests for service, striving to maintain a Network Uptime of no less than 99.5% and keeping Customer Support appointments on time 99% of the time.
- Utility Billing will strive to issue bills within 7 days of meter reading and honor utility customer contact calls at scheduled times and will maintain a 58 to 62 day sewer billing period. Electronic Customer payment methods will be encouraged and promoted.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIAL BUDGET

The Information Services Division (ISD) is reorganized into two sections: **ISD Operations** and **Customer Support**. **ISD Operations** is responsible for system architecture, application configuration, workflow development and custom report writing. In addition, ISD Operations supports and maintains various programs used by City departments, such as IFAS Finance/HR/Payroll system and EnerGov Land Management, Cashiering, Business License system. **Customer Support** provides "Help Desk" support for all City employees. Other technical support includes voice and data communications, computer network, and all peripheral equipment.

Following the retirement of Accounting Services Manager and Utility Billing Supervisor in 2015, Finance staff is being cross trained on various functional areas to improve efficiency and allow for staffing adjustments to address fluctuations in workload.

PERFORMANCE MEASURES

Administrative Performance Measures

Measure	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Publish Comprehensive Annual Financial Report within six months after the fiscal year-end closing on June 30th	100%	100%	100%	100%
Publish Biennial Operating Budget within 90 days after the budget was adopted by the City Council	100%	N/A	100%	N/A
Process purchase requisitions in three days	99%	99%	99%	99%

Utility Billing Performance Measures

Measure	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Billing done within 7 days of meter reading	99%	99%	99%	99%
Customer contact calls kept at scheduled time	99%	99%	100%	100%
Customer payments made electronically	15%	30%	35%	40%

Information Services Performance Measures

Measure	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Network uptime	99.7%	99.7%	99.7%	99.7%
Customer support response time	1.4 hours	1.4 hours	1.4 hours	1.4 hours
Number of PC workstations replaced	20	25	80	80

PERFORMANCE MEASURES (continued)

Risk Management Performance Measures

Measure	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Process liability claims filed within 12 working days	90%	90%	95%	95%

Central Services Performance Measures

Measure	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Process all outgoing U.S. Mail on the same day as received	99%	99%	99%	99%

CITY OF DALY CITY Department Summary 2016-17/2017-18	FINANCE

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	105,277	46,901	41,500	52,000	52,000
CHARGES AND FEES	4,173,823	4,486,656	4,336,006	4,566,181	4,782,908
MISCELLANEOUS REVENUES	119,711	107,170	96,862	88,650	88,650
OPERATING TRANSFERS IN	205,669	137,165	98,523	42,360	43,086
TOTAL REVENUES	$4,604,480	$4,777,892	$4,572,891	$4,749,191	$4,966,644

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	4,111,689	4,292,949	4,189,470	4,713,319	4,824,376
SERVICES AND SUPPLIES	946,427	1,016,477	1,222,247	1,660,735	1,651,011
OTHER CHARGES	739,101	1,092,940	953,822	988,705	1,002,367
FIXED CHARGES	697,086	725,208	687,108	781,668	786,626
CAPITAL OUTLAY	240,432	196,955	430,900	531,400	550,400
OPERATING TRANSFERS OUT	584,026	594,729	594,620	617,328	620,414
DEPRECIATION	331,840	391,901	481,073	436,117	291,287
TOTAL EXPENDITURES	$7,650,601	$8,311,159	$8,559,240	$9,729,272	$9,726,481

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund	GENERAL FUND	01
	Department:	FINANCE	030
	Program:	FINANCE ADMIN	030

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	67,865	67,846	68,200	68,200	68,200
OPERATING TRANSFERS IN	96,847	99,375	0	0	0
TOTAL REVENUES	$164,712	$167,221	$68,200	$68,200	$68,200

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,750,942	1,625,239	1,694,367	1,799,877	1,846,168
SERVICES AND SUPPLIES	103,010	102,839	108,108	118,918	120,490
OTHER CHARGES	3,264	5,174	6,087	9,437	8,623
FIXED CHARGES	203,026	214,503	216,080	277,038	278,838
TOTAL EXPENDITURES	$2,060,242	$1,947,755	$2,024,642	$2,205,270	$2,254,119

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	WATER UTILITY	41
	Department:	FINANCE	034
	Program:	UTILITY BILLING	034

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	274,316	357,772	263,982	267,055	267,055
MISCELLANEOUS REVENUES	45,243	29,106	29,562	19,500	19,500
TOTAL REVENUES	$319,559	$386,878	$293,544	$286,555	$286,555

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	781,721	850,610	867,371	847,317	865,481
SERVICES AND SUPPLIES	101,868	138,733	93,779	117,256	117,256
OTHER CHARGES	45,309	62,684	48,626	51,000	51,000
FIXED CHARGES	428,511	440,003	406,249	425,290	428,337
CAPITAL OUTLAY	576	0	500	500	500
OPERATING TRANSFERS OUT	248,500	259,241	259,241	269,092	270,437
DEPRECIATION	20,614	19,837	19,836	14,878	0
TOTAL EXPENDITURES	$1,627,099	$1,771,108	$1,695,602	$1,725,333	$1,733,011

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund: Department Program:	CENTRAL SERVICES FINANCE CENTRAL SERVICES	52 032 363

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	5,320	3,224	2,500	5,000	5,000
CHARGES AND FEES	171,192	203,044	203,044	233,360	233,360
OPERATING TRANSFERS IN	26,200	31,671	33,421	32,360	33,086
TOTAL REVENUES	$202,712	$237,939	$238,965	$270,720	$271,446

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	67,207	74,025	83,599	68,908	69,627
SERVICES AND SUPPLIES	125,328	108,824	125,056	137,958	141,847
OTHER CHARGES	469	2,057	3,239	3,462	3,502
FIXED CHARGES	19,097	19,415	17,765	21,985	22,038
CAPITAL OUTLAY	197	39	0	0	0
OPERATING TRANSFERS OUT	2,727	10,317	10,317	10,709	10,763
DEPRECIATION	0	1,874	1,874	1,874	1,874
TOTAL EXPENDITURES	$215,025	$216,551	$241,850	$244,896	$249,651

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	INFORMATION SERVICES	55
	Department	FINANCE	035
	Program:	INFORMATION SERVICES	455

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	37,231	16,469	17,000	17,000	17,000
CHARGES AND FEES	2,517,063	2,554,951	2,579,515	2,437,890	2,461,314
MISCELLANEOUS REVENUES	245	150	150	0	0
OPERATING TRANSFERS IN	29,621	6,119	12,103	0	0
TOTAL REVENUES	$2,584,160	$2,577,689	$2,608,768	$2,454,890	$2,478,314

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,511,820	1,529,107	1,352,263	1,730,883	1,771,093
SERVICES AND SUPPLIES	382,394	366,469	491,122	760,028	744,842
OTHER CHARGES	0	0	0	10,000	10,000
FIXED CHARGES	45,585	50,043	45,872	52,674	52,699
CAPITAL OUTLAY	239,659	191,069	430,400	523,400	542,400
OPERATING TRANSFERS OUT	218,886	203,285	203,286	211,010	212,065
DEPRECIATION	286,268	310,493	294,557	389,693	289,414
TOTAL EXPENDITURES	$2,684,612	$2,650,466	$2,817,500	$3,677,688	$3,622,513

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	PBX-TELEPHONE SYSTEM	53
	Department	FINANCE	030
	Program:	TELEPHONE SYSTEM	435

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	9,688	2,277	2,000	5,000	5,000
CHARGES AND FEES	144,350	220,055	216,653	248,724	248,724
MISCELLANEOUS REVENUES	0	0	0	0	0
OPERATING TRANSFERS IN	53,000	0	53,000	10,000	10,000
TOTAL REVENUES	$207,038	$222,332	$271,653	$263,724	$263,724

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	173,609	206,200	206,817	206,775	206,775
CAPITAL OUTLAY	0	5,847	0	7,500	7,500
OPERATING TRANSFERS OUT	9,821	11,776	11,776	12,223	12,284
DEPRECIATION	24,958	59,697	164,806	29,673	0
TOTAL EXPENDITURES	$208,388	$283,520	$383,399	$256,171	$226,559

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	SELF INSURANCE	58
	Department:	FINANCE	038
	Program:	GENERAL LIABILITY	425

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	53,038	24,932	20,000	25,000	25,000
CHARGES AND FEES	999,037	1,082,990	1,004,612	1,310,952	1,504,255
MISCELLANEOUS REVENUES	74,223	77,913	67,150	69,150	69,150
TOTAL REVENUES	$1,126,298	$1,185,835	$1,091,762	$1,405,102	$1,598,405

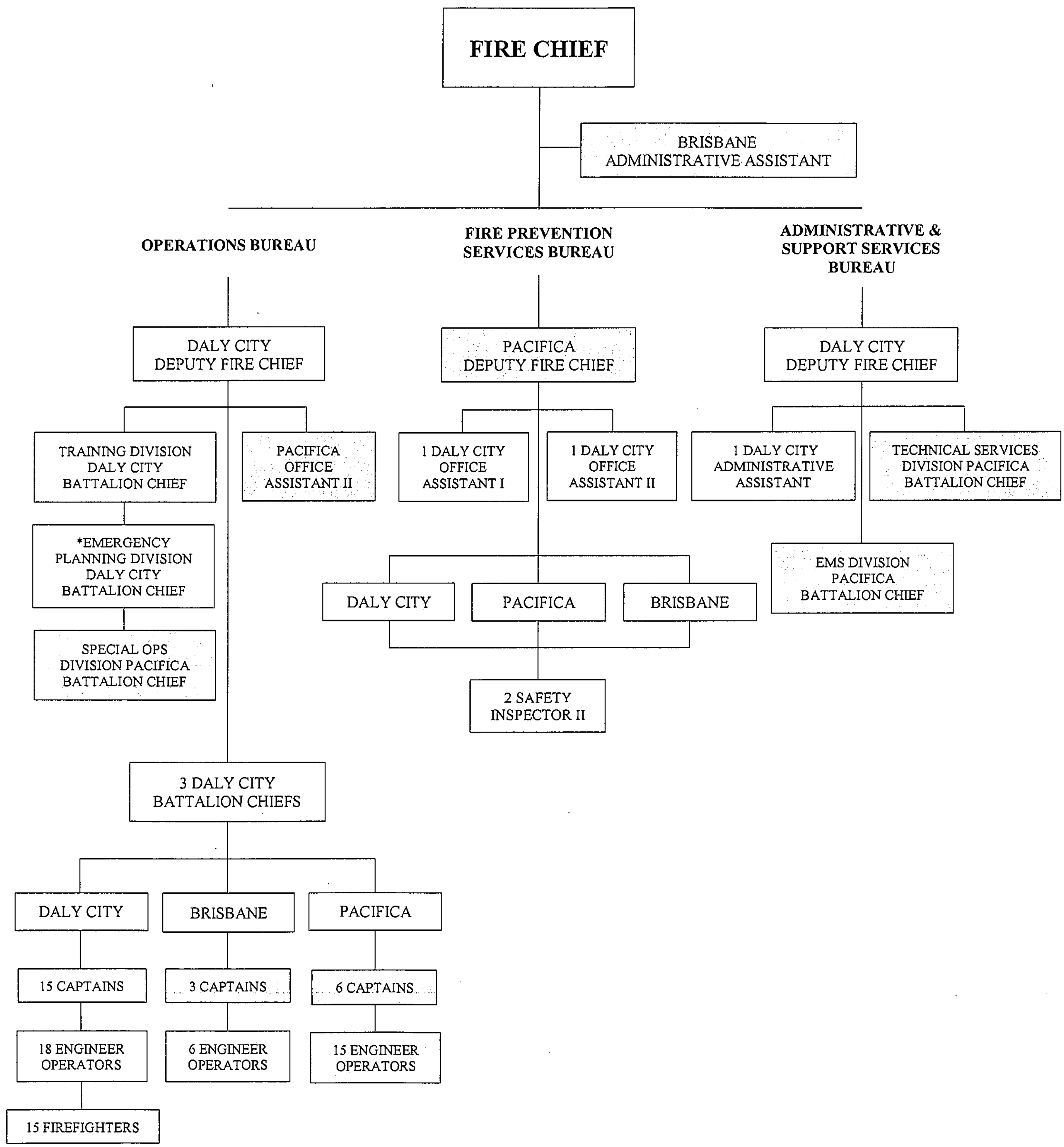
EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	0	213,969	191,866	266,333	272,005
SERVICES AND SUPPLIES	60,219	93,412	197,365	319,800	319,800
OTHER CHARGES	690,058	1,023,025	895,870	914,806	929,242
FIXED CHARGES	865	1,244	1,141	4,684	4,717
OPERATING TRANSFERS OUT	104,092	110,110	110,000	114,294	114,865
TOTAL EXPENDITURES	$855,234	$1,441,760	$1,396,242	$1,619,917	$1,640,629

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Finance Administration 01-030-030					
Director Of Finance & Admin Services	M442	1.00	1.00	1.00	1.00
Deputy Dir Of Finance & Admin Services	M311	0.30	0.30	0.20	0.20
Financial Services Manager	U080	1.00	1.00	1.00	1.00
Accountant	U065	1.00	1.00	1.00	1.00
Payroll Supervisor	U060	0.82	0.82	0.82	0.82
Senior Accounting Technician	Z042	1.00	1.00	1.00	1.00
Administrative Assistant	U040	0.30	0.30	0.20	0.20
Account Clerk III	Z033	2.00	2.00	2.00	2.00
Account Clerk II	Z029	3.00	3.00	4.00	4.00
Account Clerk I	Z025	3.00	3.00	2.00	2.00
Office Assistant II	X022	-	-	-	-
		13.42	13.42	13.22	13.22
Information Services 55-035-455					
Information Services Manager	U100	1.00	1.00	1.00	1.00
Senior Network Administrator	U087	1.00	1.00	1.00	1.00
Network Administrator	U071	2.00	2.00	2.00	2.00
Programmer/Analyst	U053	2.00	2.00	2.00	2.00
Systems Analyst	U053	1.00	1.00	1.00	1.00
Information Services Administrator	U044	1.00	1.00	1.00	1.00
PC/LAN Technician	U042	3.00	3.00	3.00	3.00
		11.00	11.00	11.00	11.00
Risk Mgt, General Liability 58-038-425					
Deputy Dir Of Finance & Admin Services	M311	0.70	0.70	0.80	0.80
Administrative Assistant	U40	0.70	0.70	0.80	0.80
		1.40	1.40	1.60	1.60
Utility Billing 41-034-034					
Utility Billing Supervisor	U053	1.00	1.00	1.00	1.00
Lead Meter Reader	X037	1.00	1.00	1.00	1.00
Meter Reader	X027	1.00	1.00	1.00	1.00
Account Clerk II	Z029	2.00	2.00	3.00	3.00
Cashier	Z029	1.00	1.00	1.00	1.00
Account Clerk I	Z025	1.00	1.00	-	-
		7.00	7.00	7.00	7.00
		32.82	32.82	32.82	32.82

North County Fire Authority

FIRE DEPARTMENT

Fiscal Years 2017 & 2018



*Position funded through County Agreement

FIRE DEPARTMENT

DEPARTMENT MISSION STATEMENT

To protect life, property, and the environment from fires, accidents, medical emergencies and disasters through training, public education, fire prevention and emergency response.

CORE SERVICES

- **Emergency Response:** Provides life-saving services and general assistance to residents, businesses and visitors by responding to and mitigating emergency and non-emergency incidents and events, such as Emergency Medical Pre-Hospital Care and Advanced Life Services, Fire Suppression, Fire Search and Rescue, Low and High Angle Rescues, Urban Search and Rescue Structural Collapse, Vehicle Accidents and Extrications, Trench and Confined Space Rescues, Terrorism, Active Shooter and WMD Special Operations, Hazardous Materials Releases and Public Assistance.

- **Fire and Life Safety Code Compliance and Fire Investigations:** Minimize loss of life and property from fires and hazardous materials releases. Provide on-site fire and life safety code compliance inspections and re-inspections to businesses, multi-family and permitted occupancies through dedicated safety inspectors and fire companies, as well as fire protection planning through new construction and tenant improvement plan review services and inspections, resulting in a fire and hazardous materials safe environment. When fires occur, complete fire investigations to determine the fire cause, origin and, if possible, the responsible, if illegal activity is involved.

- **Community Outreach and Public Education:** Educates the community in the reduction of injuries, loss of life and property damage from fires and other accidents or events, as well as providing emergency planning and disaster preparedness for individuals, families and through Community Emergency Response Team (CERT) participants.

- **Organizational Support, Strategy and Maintenance of Effort:** Administration, Leadership, Oversight, Budget and Accounts Payable, Human Resources, Community Emergency Planning, Preparedness and Response, Mandated and Recurrent Training and Certifications; Equipment, Facilities and Grounds, Safety, Health and Wellness, Apparatus and Vehicles, Master and Operational Planning, Grant Awards Management, Communications Systems and Information Technology.

SUPPORT FOR CITYWIDE PRIORITIES

The Fire Department will support citywide priorities through the following:

Economic Development/Revenue Enhancement

- Complete thorough and timely plan check reviews and construction inspections, as well provide professional consultation and a positive customer relationship.
- Continue to look for cooperative agreements through North County Fire Authority, which reduce cost, expand services and increase revenues.

Public Safety

- Stop the escalation of medical emergencies where found by providing pre-hospital care medical treatment and or advanced life support services through paramedic fire companies.
- Stop the escalation of structure fires by confining the damage near the room of origin and limiting heat and smoke damage to the area or floor of fire origin.
- Stop the escalation of all other emergencies and mitigate those effectively and efficiently.
- Complete annual fire and life safety inspections of all commercial, permitted and multi-family occupancies.
- Complete required and mandated training, as well as re-certifications for all employees.

Community / Civic Support

- Continue to achieve an excellent overall customer service rating in delivery of emergency and non-emergency services.
- Continue providing community outreach and public education programs designed to prevent fire, injuries, accidents and other elements making for a safer city.
- Develop emergency preparedness plans and programs with associated community outreach programs to educate the citizens on how to deal with emergencies and becoming self-sufficient until help arrives.

BIENNIAL BUDGET OUTCOMES

- Achieve an overall "Customer Satisfaction" rating of 95% or greater in the delivery of emergency and non-emergency services.

- Stop the escalation of a medical emergency where found. Typically, this means administering pre-hospital care advanced life support and or basic life support medical services. A fire company shall arrive within 4 minutes travel to 90% of all medical emergencies.

- Stop the escalation of a structure fire where found. Typically, this means conducting a search and rescue for any victims: confining fire damage near the room of origin; limiting heat and smoke damage to the area or floor of fire origin; rapid intervention rescue for trapped firefighters, property salvage, overhaul and crew rotation for medical monitoring and rehabilitation. A fire company shall arrive within 4 minutes travel to 90% of all structure fires and 90 % of all structure fires held to the area or floor of origin.

BIENNIAL BUDGET OUTCOMES (continued)

- Complete annual mandatory certification and recurrent training of all fire personnel, which will average at least 220 hours annually.
- Complete required in-service on duty continuing education hours, infrequent skills and certifications of all paramedics and emergency medical technicians, which totals 24 hours annually for each paramedic and 12 hours for each emergency medical technician.
- Provide overall administration and leadership for all aspects of the organization, creation and implementation of goals, priorities, objectives, performance measurements and outcomes, fiscal management, policy development and direction, strategic planning, accounting, human resources, payroll, facilities, grounds and fleet maintenance, along with purchasing of goods, supplies and equipment, as well as analysis of fire resources deployment.
- Complete annual fire and safety inspections and re-inspections of all commercial, permitted and multi-family occupancies by fire companies and dedicated inspectors. Additionally complete all plan reviews and related inspections within specified time line.
- Complete all inspections and re-inspections of land parcels through the "Vegetation Abatement and Management Program" with assistance from property owners, typically with 100% compliance.
- Provide emergency planning, preparedness, training, public awareness and education, CERT coordination, policy and procedure development, emergency coordination and homeland security activities in collaboration with community and stakeholders.
- Continue providing community outreach and public education programs designed to prevent fire, injuries and accidents, making for a safer city. This includes annually visiting school classrooms, seniors, neighborhood groups, safety fairs, etc.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIAL BUDGET

- Eliminate one Fire Engine Company through attrition, which includes the following positions:
  - 3 Firefighter positions (1 vacant)
  - 3 Fire Captain positions (1 vacant)
  - 3 Fire Engineer positions (1 vacant)
- Eliminate 1 vacant Fire Safety Inspector position and continue fire safety inspectors with a consultant, as in the prior biennial budget.
- Eliminate 1 vacant Emergency Planning and Disaster Preparedness Coordinator position
- Add 1 Battalion Chief position that is fully funded by the County of San Mateo

PERFORMANCE MEASURES

Measure	Actual 2014	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
90% of medical emergency responses by a paramedic fire company will arrive within 4 minutes or less travel time	90%	95%	96%	95%	95%
90% of fire emergency responses by a fire company will arrive within 4 minutes or less travel time	90%	90%	96%	95%	95%
90% fire confinement success rate in holding structure fires to the area origin. (National average is 50%)	87%	90%	90%	90%	90%
95% overall excellent customer service satisfaction rating	98%	98%	98%	98%	98%
220 hours of annual mandatory, certification and recurrent training on average for each firefighter will be completed	240 hrs.	240 hrs.	240 hrs.	220 hrs.	220 hrs.
100% completion of annual required in-service on duty continuing education hours, infrequent skills and certifications, totaling 24 hours for each paramedic and 12 hours for each emergency medical technician	100%	100%	100%	100%	100%
98% of annual fire and life safety inspections and re-inspections completed by fire companies and dedicated fire inspectors for all commercial, permitted and multi-family occupancies	99%	99%	99%	99%	99%
1000 citizens will receive training in "Hands Only" Cardio Pulmonary Resuscitation (CPR)	N/A	N/A	N/A	1000	1000

CITY OF DALY CITY Department Summary 2016-17/2017-18	FIRE DEPARTMENT

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	61,321	60,426	60,912	59,020	59,020
FROM OTHER AGENCIES	260,500	0	0	0	0
CHARGES AND FEES	1,232,637	1,268,979	1,220,093	1,481,977	1,478,977
MISCELLANEOUS REVENUES	211,411	273,440	133,315	3,600	3,600
OPERATING TRANSFERS IN	41,299	0	0	0	0
TOTAL REVENUES	$1,807,168	$1,602,845	$1,414,320	$1,544,597	$1,541,597

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	13,681,164	14,337,692	15,641,181	14,642,620	13,835,827
SERVICES AND SUPPLIES	594,413	668,039	721,574	967,140	977,140
OTHER CHARGES	69,184	55,048	75,820	75,820	75,820
FIXED CHARGES	954,146	1,079,968	1,079,700	1,309,302	1,315,697
CAPITAL OUTLAY	337,526	27,692	41,650	42,129	42,129
OPERATING TRANSFERS OUT	82,489	175,000	202,900	190,000	194,500
TOTAL EXPENDITURES	$15,718,922	$16,343,439	$17,762,825	$17,227,011	$16,441,113

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund	GENERAL FUND	01
	Department:	FIRE DEPARTMENT	220
	Program:	FIRE	220

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	61,321	60,426	60,912	59,020	59,020
CHARGES AND FEES	1,232,636	1,268,979	1,220,093	1,481,977	1,478,977
MISCELLANEOUS REVENUES	211,412	273,441	133,315	3,600	3,600
TOTAL REVENUES	$1,505,369	$1,602,846	$1,414,320	$1,544,597	$1,541,597

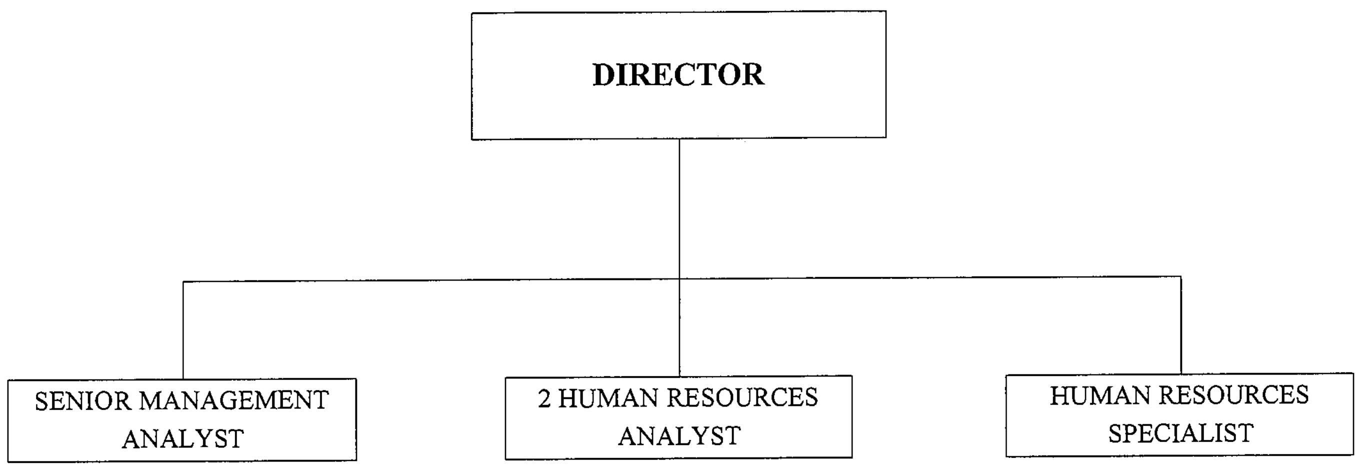
EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	13,681,164	14,337,693	15,641,182	14,642,620	13,835,826
SERVICES AND SUPPLIES	594,413	668,038	721,574	967,140	977,140
OTHER CHARGES	69,183	55,048	75,820	75,820	75,820
FIXED CHARGES	954,145	1,079,966	1,079,699	1,309,301	1,315,696
CAPITAL OUTLAY	35,727	27,692	41,650	42,129	42,129
OPERATING TRANSFERS OUT	82,489	175,000	202,900	190,000	194,500
TOTAL EXPENDITURES	$15,417,121	$16,343,437	$17,762,825	$17,227,010	$16,441,111

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
01-220-220					
Fire Chief	M442	1.00	1.00	1.00	1.00
Deputy Fire Chief	M349	1.00	1.00	1.00	1.00
Fire Marshal/Fire Prevention Services Chief	M349	1.00	1.00	1.00	1.00
Comm Emergency Plan/Disaster Prep Coord	U105	1.00	1.00	-	-
Fire Battalion Chief	G275	4.00	4.00	4.00	4.00
Fire Safety Inspector II	I270	3.00	3.00	2.00	2.00
Fire Captain	F265	18.00	18.00	15.00	15.00
Fire Engineer Operator	F255	21.00	21.00	18.00	18.00
Firefighter	F250	18.00	18.00	15.00	15.00
Administrative Assistant	U038	1.00	1.00	1.00	1.00
Office Assistant II	Z022	1.00	1.00	1.00	1.00
Office Assistant I	Z016	1.00	1.00	1.00	1.00
		71.00	71.00	60.00	60.00

City of Daly City

DEPARTMENT OF HUMAN RESOURCES

Fiscal Years 2017 & 2018



HUMAN RESOURCES

DEPARTMENT MISSION STATEMENT

To anticipate and effectively respond to the diverse needs of our employees, their families, other City departments and the public by providing quality services to make our community a better place to live and work.

CORE SERVICES

- Employee Health, Welfare and Safety
- Workers Compensation
- Recruitment and Selection
- Labor and Employee Relations
- Training and Development
- Classification and Compensation
- Employee Recognition and Communications

SUPPORT FOR CITY-WIDE PRIORITIES

This Department supports Citywide priorities through the following:

- Continue to prepare the next generation of employees through the Leadership, Supervisory and Lead Worker Academies.
- Continue to identify opportunities for greater cost effectiveness and efficiency and through shared services with other local agencies including continued participation in San Mateo County Regional Training Consortium (shared service).
- Continue to actively recruit and refer qualified and diverse candidates to departments for City employment.
- Enhance partnerships with departments to anticipate and respond to changes, priorities and staffing needs due to an increased number of retirements.
- Continue to promote the City of Daly City as a great place to work with a variety of career possibilities, including developing outreach programs to better market and brand City employment.
- Promote employee development by providing technical training opportunities, employment issue updates, and professional development for individuals and groups of employees Citywide.
- Continue to support wellness initiatives including Fit Fest, Walkathon, Healthy Recipe Showdown, Lunch and Learn Seminars, Healthy Vending and Employee Wellness Month.
- Continue to conduct exit interviews to solicit recommendations and feedback from retiring and other employees leaving City employment.
- Continue to work with Sustainability Coordinator to develop and implement electronic processes for the Human Resources functions.

BIENNIAL BUDGET OUTCOMES

- Complete negotiations with 11 unions and associations and administer labor contracts and agreements.
- Work with departments to resolve all employee-employer problems at the lowest and least detrimental level.
- Provide services in a manner that fosters the overall best interests of the City.
- Continue to research, analyze and implement processes and procedures to increase efficiency and effectiveness in Human Resources management and delivery.
- Collaborate with other agencies to provide cost effective training opportunities for employees.
- Promote healthier and safer workplace by implementing wellness initiatives
- Work with City departments to promptly report injuries.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIAL BUDGET

- As part of the transition of the Workers' Compensation program from the Department of Finance and Administrative Services to Human Resources the Safety Program was transferred to Human Resources in Fiscal Year 2016. The Safety Committee and the Wellness Committee was also combined to form the Safety and Wellness Committee in November 2015.
- Continued increase in pre-employment costs associated with new hires/turnover/ retirements.

PERFORMANCE MEASURES

Performance Measure	Methodology	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Promote employee development by providing training opportunities, professional development and succession planning for individuals and groups of employees Citywide.	90% of participants rate the overall quality of HR sponsored trainings and development programs as good or excellent	95%	95%	95%	95%
Report workers compensation claims in timely manner. Contract claims administrators will receive close oversight and their activities will be audited to ensure that they are providing the highest level of service and are employing comprehensive efforts to review bills and charges to ensure costs are limited to what is fair, reasonable and required by law.	95% of claims reported within the State guidelines of 5 days	96%	96%	96%	96%
Promote Daly City as a healthy place to work	Increase number of wellness events	12	13	14	15

CITY OF DALY CITY Department Summary 2016-17/2017-18	HUMAN RESOURCES

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	70,321	42,674	44,149	43,954	43,954
CHARGES AND FEES	2,938,190	3,013,748	3,565,515	4,390,987	4,477,246
MISCELLANEOUS REVENUES	47,274	5,149	5,226	10,149	10,149
OPERATING TRANSFERS IN	0	5,500	0	0	0
TOTAL REVENUES	$3,055,785	$3,067,071	$3,614,890	$4,445,090	$4,531,349

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	931,188	797,609	915,299	967,930	985,861
SERVICES AND SUPPLIES	1,415,681	1,842,528	1,915,445	1,928,805	1,970,613
OTHER CHARGES	1,544,958	2,290,824	1,846,871	2,101,405	2,221,798
FIXED CHARGES	58,315	64,652	64,193	63,839	64,331
CAPITAL OUTLAY	2,130	2,284	5,369	5,500	5,500
OPERATING TRANSFERS OUT	94,269	93,570	93,570	97,126	97,612
TOTAL EXPENDITURES	$4,046,541	$5,091,467	$4,840,747	$5,164,605	$5,345,715

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund Department: Program:	GENERAL FUND HUMAN RESOURCES HUMAN RESOURCES	01 070 070

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	726,627	626,371	673,148	651,617	664,490
SERVICES AND SUPPLIES	182,486	190,493	214,898	192,431	193,090
OTHER CHARGES	85,828	88,200	106,131	117,626	122,942
FIXED CHARGES	47,500	53,792	54,136	58,527	58,977
TOTAL EXPENDITURES	$1,042,441	$958,856	$1,048,313	$1,020,201	$1,039,499

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund	SELF INSURANCE	58
	Department:	HUMAN RESOURCES	070
	Program:	WORKERS COMPENSATION	424

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	53,038	24,932	25,500	25,500	25,500
CHARGES AND FEES	2,925,210	2,942,586	3,493,288	4,309,699	4,395,894
MISCELLANEOUS REVENUES	42,274	5,149	5,226	5,149	5,149
TOTAL REVENUES	$3,020,522	$2,972,667	$3,524,014	$4,340,348	$4,426,543

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	192,737	101,569	171,152	200,655	204,948
SERVICES AND SUPPLIES	1,220,305	1,632,774	1,669,289	1,709,288	1,750,124
OTHER CHARGES	1,459,106	2,202,600	1,740,740	1,983,779	2,098,856
FIXED CHARGES	10,816	10,859	10,055	5,313	5,355
OPERATING TRANSFERS OUT	94,269	93,570	93,570	97,126	97,612
TOTAL EXPENDITURES	$2,977,233	$4,041,372	$3,684,806	$3,996,161	$4,156,895

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	SELF INSURANCE	58
	Department:	HUMAN RESOURCES	070
	Program:	SAFETY PROGRAMS	426

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	17,283	17,742	18,649	18,454	18,454
MISCELLANEOUS REVENUES	5,000	0	0	5,000	5,000
OPERATING TRANSFERS IN	0	5,500	0	0	0
TOTAL REVENUES	$22,283	$23,242	$18,649	$23,454	$23,454

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	0	0	0	35,658	36,423
SERVICES AND SUPPLIES	11,733	17,768	30,031	25,798	26,047
OTHER CHARGES	24	24	0	0	0
CAPITAL OUTLAY	2,130	2,284	5,369	5,500	5,500
TOTAL EXPENDITURES	$13,887	$20,076	$35,400	$66,956	$67,970

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	SELF INSURANCE	58
	Department:	HUMAN RESOURCES	070
	Program:	UNEMPLOYMENT	427

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	12,980	71,162	72,227	81,288	81,352
TOTAL REVENUES	$12,980	$71,162	$72,227	$81,288	$81,352

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	11,824	69,669	71,000	80,000	80,000
SERVICES AND SUPPLIES	1,156	1,493	1,227	1,288	1,352
TOTAL EXPENDITURES	$12,980	$71,162	$72,227	$81,288	$81,352

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Human Resources 01-070-070					
Director of Human Resources	M428	0.70	0.70	0.65	0.65
Senior Management Analyst	U074	1.00	1.00	0.90	0.90
Human Resource Analyst	U053	1.30	1.30	1.15	1.15
Human Resource Specialist	U040	0.95	0.95	0.95	0.95
		3.95	3.95	3.65	3.65
Workers' Comp Claims 58-070-424					
Director of Human Resources	M428	0.30	0.30	0.30	0.30
Senior Management Analyst	U074	-	-	0.05	0.05
Human Resource Analyst	U053	0.70	0.70	0.75	0.75
Human Resource Specialist	U040	0.05	0.05	0.05	0.05
		1.05	1.05	1.15	1.15
Safety Programs 58-070-426					
Director of Human Resources	M428	-	-	0.05	0.05
Senior Management Analyst	U074	-	-	0.05	0.05
Human Resource Analyst	U053	-	-	0.10	0.10
		-	-	0.20	0.20
		5.00	5.00	5.00	5.00

City of Daly City

DEPARTMENT OF LIBRARY & RECREATION SERVICES

Fiscal Years 2017 & 2018

DIRECTOR

- **LIBRARY SERVICES**
  - 1 LIBRARY SERVICES MGR
    - 1 LIBRARIAN II (Westlake)
      - 3 LIBRARY ASSISTANT I/II
    - 1 LIBRARIAN II (Acq/Cat/Process)
      - 1 LIBRARY ASSISTANT I/II
    - 1 LIBRARIAN II (John Daly/Bayshore)
      - 2 LIBRARY ASSISTANT I/II
    - 1 LIBRARIAN III (Serramonte Main)
      - 3 LIBRARY ASSISTANT I/II (Circulation)
      - 1 LIBRARIAN I (Reference)
    - 1 LIB ASST III (Circulation & Technology)
    - 1 LIBRARIAN II (Youth Services)
- **ADMINISTRATION**
  - 1 SR. LIBRARY OFFICE ASST
  - 1 ACCOUNT CLERK II
  - 1 OFFICE ASSISTANT II
- **RECREATION SERVICES**
  - 1 RECREATION SERVICES MGR
    - 1 RECREATION PROGRAM SUPERVISOR
      - 1 ASSISTANT RECREATION PROGRAM COORDINATOR (Westmoor/Aquatics)
      - 1 ASSISTANT RECREATION PROGRAM COORDINATOR
        - 1 RECREATION COORDINATOR (Westlake Park)
      - 1 RECREATION PROGRAM SUPERVISOR (Gellert Park)
      - 1 RECREATION PROGRAM SUPERVISOR (Bayshore)
      - 1 RECREATION COORDINATOR
    - 1 RECREATION PROGRAM SUPERVISOR
      - 1 ASSISTANT RECREATION PROGRAM COORDINATOR (AYRP/SYRP)
      - 1 CLASS DEVELOPMENT/ CULTURAL ARTS COORDINATOR
      - 1 ASSISTANT SENIOR SERVICES SUPERVISOR
      - 1 RECREATION PROGRAM SUPERVISOR (WMCC)
      - 1 RECREATION COORDINATOR (Lincoln)
      - 1 FOOD SERVICES ASST II

LIBRARY AND RECREATION SERVICES

DEPARTMENT MISSION STATEMENT

Serving our neighborhoods and empowering generations by bringing people together to foster community, lifelong learning and healthy lifestyles.

CORE SERVICES

Promote and Foster Lifelong Learning and Personal Enrichment

- Ensure access to information, written materials and digital resources by providing free access to books, videos, digital and other resources.

Promote Youth Scholastic Achievement

- Deliver structured and self-directed educational programs and tutoring resources, promote literacy, reading and learning to facilitate school readiness and early education academic success.

Provide Leisure, Learning and Cultural Opportunities Which Promote Play, Healthy Lifestyles and Community Engagement

- Provide structured and self-directed events, classes, programs, activities and sports leagues to promote wellness and lifelong learning for all age groups; address obesity, especially in children; develop social and team skills and direct children and teens toward positive lifestyle choices.

Prevent Isolation and Promote the Vibrancy of the Senior and Disabled-Adult Community

- Deliver programs for adults over 50 and adults with disabilities. Provide wellness and enrichment activities, nutrition programs and offer engagement opportunities through volunteerism to prevent isolation, encourage social interaction and promote active lifestyles.

SUPPORT FOR CITYWIDE PRIORITIES

Leisure Services

- Deliver services to promote reading, adult and family literacy, lifelong learning, personal enrichment and school readiness at all four libraries.
- Provide high-speed wireless and computer workstation Internet access at all four libraries and instruction in the use of electronic resources and research options.
- Provide classes, programs, events and sports leagues to reduce social isolation, promote community building, foster participant wellness and leisure-time play.

Public Safety

- Provide programs, volunteer opportunities and events to facilitate positive relationships and free-time activities for the community's youth and teens.
- Provide recreation programs to facilitate interaction among diverse populations in a positive environment to promote understanding and a sense of community.

BIENNIAL BUDGET OUTCOMES

- As a partner in the Big Lift, a countywide initiative to provide high-quality preschool and early learning opportunities to help ensure San Mateo County children read proficiently by third grade, the Public Library will continue to develop and expand early learning programs to support this effort.
- Public Libraries will seek to maintain a diverse collection of printed materials, including books and periodicals in Spanish, Chinese, and Tagalog, while enhancing its growing digital catalogue and online subscription services.
- The Recreation Division will continue to promote www.dalycity.org/iplay, the online portal that provides customers an intuitive registration interface for enrolling in classes, programs, and activities.
- The Department will strive to develop new and innovative year-round recreation and leisure offerings for the enjoyment of all age levels.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIAL BUDGET

- The Library and Recreation Administration Office will be closed Mondays.
- Reduction in hours at all four Library Branches in the City. Below is a list of new operating hours:
    - Bayshore Library: Tuesdays and Thursdays, 10 a.m. to 6 p.m. (reduction of 1 hour from the current schedule).
    - John Daly Library: Mondays, 10 a.m. to 6 p.m.; Wednesdays, 12 to 8 p.m.; and Fridays, 12 to 6 p.m. (reduction of 14 hours from the current schedule).
    - Westlake Library: Tuesdays, 12 to 8 p.m.; Wednesdays and Thursdays, 10 a.m. to 6 p.m.; Fridays, 12 to 6 p.m.; and Saturdays, 10 a.m. to 5 p.m. (reduction of 7 hours from the current schedule).
    - Serramonte Library: Mondays and Tuesdays, 10 to 8 p.m.; Wednesdays, Thursdays, and Fridays, 10 a.m. to 6 p.m.; (reduction of 12 hours from the current schedule).
- Elimination of various online Library subscription services, such as Brainfuse Live Online Tutoring, Learning Express Exam Preparation, Children's e-Books, interactive language learning applications, and other e-Book databases.
- Elimination of two full-time positions (Account Clerk II and Senior Center Program Assistant) that support administrative functions and drop-in class payment processing.
- The Activity Guide will no longer be mailed to every Daly City postal customer. Copies of the Activity Guide will be available at the Library and Recreation Administration Office, all Library branches, City Hall, War Memorial Community Center, Bayshore Community Center, and Lincoln Park Community Center.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIAL BUDGET (Continued)

- Elimination of various youth programs, including: Youth Flag Football, Showcase League Basketball, AA and AAA divisions of Youth Baseball, and Teen Leadership Challenge.

PERFORMANCE MEASURES

Measures - Library	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Work Load Measures				
Total Circulation (physical and electronic)	506,804	495,833	490,000	490,000
Total programs - Number	850	1,147	1,000	1,000
Total programs - Attendance	15,752	17,494	16,000	15,750
Performance Measures				
Percent of program participants that consider programs, resources & collections good or excellent	94%	95%	95%	95%
Percent of program participants that rate customer service as good or excellent	94%	95%	95%	95%
Measures – Recreation				
Online Registration				
Percent of customers who rate the online registration process as easy or very easy to use.	90%	90%	95%	95%
Programming				
Percent of customers rating the quality of programs as good to excellent.	95%	95%	95%	95%
Facilities				
Percent of participants rating their overall facility rental experience as good to excellent.	85%	90%	90%	90%
Special Events				
Percent of attendees who rate special events as good to excellent.	90%	90%	95%	95%

CITY OF DALY CITY Department Summary 2016-17/2017-18	LIBRARY AND RECREATION

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	576,159	672,781	574,850	622,485	630,350
FROM OTHER AGENCIES	790,923	841,802	775,571	790,571	790,571
CHARGES AND FEES	183,800	173,969	167,753	161,000	160,000
PROGRAM FEES	1,576,106	1,682,823	1,586,751	1,666,304	1,666,304
MISCELLANEOUS REVENUES	200,103	171,407	167,632	129,090	129,090
OPERATING TRANSFERS IN	461,186	435,989	490,869	415,796	427,215
TOTAL REVENUES	$3,788,277	$3,978,771	$3,763,426	$3,785,246	$3,803,530

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	5,377,424	5,500,937	5,842,391	6,129,425	6,408,152
SERVICES AND SUPPLIES	1,476,445	1,531,749	1,610,758	1,474,010	1,478,711
PROGRAM COSTS	315,796	359,653	375,026	360,094	360,094
OTHER CHARGES	7,538	12,199	11,129	12,195	10,153
FIXED CHARGES	2,430,090	2,489,297	2,465,226	2,717,899	2,728,275
CAPITAL OUTLAY	11,793	20,535	26,432	10,000	10,000
OPERATING TRANSFERS OUT	8,536	5,120	59,167	0	0
TOTAL EXPENDITURES	$9,627,622	$9,919,490	$10,390,129	$10,703,623	$10,995,385

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	LIBRARY AND RECREATION	117
	Program:	LIBRARY AND RECREATION ADMIN	117

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	0	0	0	0	0
PROGRAM FEES	6,493	9,210	11,675	8,000	8,000
MISCELLANEOUS REVENUES	510	1,755	1,500	0	0
TOTAL REVENUES	$7,003	$10,965	$13,175	$8,000	$8,000

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	691,523	691,340	746,998	704,392	726,776
SERVICES AND SUPPLIES	122,120	136,739	145,645	147,235	147,313
PROGRAM COSTS	122	75	14,129	100	100
OTHER CHARGES	2,815	3,539	3,995	3,995	3,995
FIXED CHARGES	578,334	564,525	566,661	471,349	473,494
TOTAL EXPENDITURES	$1,394,914	$1,396,218	$1,477,428	$1,327,071	$1,351,678

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	LIBRARY AND RECREATION	120
	Program:	LIBRARY	120

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	242,615	259,491	245,000	260,000	260,000
CHARGES AND FEES	45,839	40,142	35,753	29,000	28,000
MISCELLANEOUS REVENUES	64,332	68,178	63,782	27,000	27,000
TOTAL REVENUES	$352,786	$367,811	$344,535	$316,000	$315,000

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,945,918	1,983,787	2,093,873	2,178,409	2,246,951
SERVICES AND SUPPLIES	599,418	601,780	657,005	554,905	559,411
PROGRAM COSTS	30,537	26,449	30,000	9,000	9,000
OTHER CHARGES	2,997	5,002	4,170	5,395	3,470
FIXED CHARGES	495,752	527,957	528,708	633,612	637,025
TOTAL EXPENDITURES	$3,074,622	$3,144,975	$3,313,756	$3,381,321	$3,455,857

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	LIBRARY AND RECREATION	131
	Program:	RECREATION	140

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	576,159	672,781	574,850	622,485	630,350
FROM OTHER AGENCIES	0	0	0	0	0
PROGRAM FEES	1,444,380	1,557,135	1,477,079	1,613,904	1,613,904
MISCELLANEOUS REVENUES	35,039	1,460	2,350	1,890	1,890
OPERATING TRANSFERS IN	0	0	59,167	0	0
TOTAL REVENUES	$2,055,578	$2,231,376	$2,113,446	$2,238,279	$2,246,144

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	2,047,605	2,153,227	2,437,501	2,608,232	2,779,665
SERVICES AND SUPPLIES	486,099	481,880	526,485	521,739	521,739
PROGRAM COSTS	246,053	297,322	267,661	295,794	295,794
OTHER CHARGES	1,726	645	0	0	0
FIXED CHARGES	1,032,284	1,066,471	1,066,589	1,305,050	1,308,694
CAPITAL OUTLAY	11,793	20,535	26,432	10,000	10,000
OPERATING TRANSFERS OUT	8,536	5,120	0	0	0
TOTAL EXPENDITURES	$3,834,096	$4,025,200	$4,324,668	$4,740,815	$4,915,892

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	SENIOR ADULT SERVICES	15
	Department:	LIBRARY AND RECREATION	132
	Program:	DOELGER SENIOR CENTER	460

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	145,947	221,928	203,991	203,991	203,991
CHARGES AND FEES	137,960	133,827	132,000	132,000	132,000
PROGRAM FEES	125,232	116,480	97,997	44,400	44,400
MISCELLANEOUS REVENUES	100,223	100,015	100,000	100,200	100,200
OPERATING TRANSFERS IN	461,186	435,989	431,702	415,796	427,215
TOTAL REVENUES	$970,548	$1,008,239	$965,690	$896,387	$907,806

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	403,677	385,688	343,420	360,313	370,560
SERVICES AND SUPPLIES	242,560	287,826	255,873	224,381	224,498
PROGRAM COSTS	973	1,370	1,000	1,000	1,000
OTHER CHARGES	0	3,013	2,964	2,805	2,688
FIXED CHARGES	323,339	330,343	303,268	307,889	309,062
OPERATING TRANSFERS OUT	0	0	59,167	0	0
TOTAL EXPENDITURES	$970,549	$1,008,240	$965,692	$896,388	$907,808

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GRANTS	28
	Department:	LIBRARY AND RECREATION	131
	Program:	A S E S - BAYSHORE ELEM SCH	178

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	212,400	201,855	212,400	212,400	212,400
TOTAL REVENUES	$212,400	$201,855	$212,400	$212,400	$212,400

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	123,197	142,648	121,690	151,111	151,791
SERVICES AND SUPPLIES	26,248	23,523	25,750	25,750	25,750
PROGRAM COSTS	38,110	34,438	62,236	54,200	54,200
FIXED CHARGES	379	0	0	0	0
TOTAL EXPENDITURES	$187,934	$200,609	$209,676	$231,061	$231,741

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GRANTS	28
	Department:	LIBRARY AND RECREATION	131
	Program:	A S E S - JEFFERSON ELEM SCH	179

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	189,961	158,528	114,180	114,180	114,180
TOTAL REVENUES	$189,961	$158,528	$114,180	$114,180	$114,180

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	165,505	144,247	98,909	126,967	132,409
FIXED CHARGES	0	0	0	0	0
TOTAL EXPENDITURES	$165,505	$144,247	$98,909	$126,967	$132,409

LIBRARY & RECREATION SERVICES

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Prior to Consolidation					
Library Total		18.00	18.00	17.75	17.75
Recreation Total		15.00	15.00	13.50	13.50
Library & Recreation Serv Admin 01-117-117					
Director of Library & Recreation Services	M428	0.50	0.50	0.50	0.50
Recreation Services Manager	U096	1.00	1.00	1.00	1.00
Class Develop/Cultural Arts Coordinator	U039	-	-	0.50	0.50
Library Senior Office Assistant	U034	1.00	1.00	1.00	1.00
Account Clerk II	Z029	1.50	1.50	0.75	0.75
Office Assistant II	Z022	1.00	1.00	1.00	1.00
Serramonte Library 01-120-122					
Librarian III	X051	0.90	0.90	1.00	1.00
Librarian I	X039	1.00	1.00	1.00	1.00
Library Assistant III	X032	0.70	0.70	0.20	0.20
Library Assistant II	X026	3.00	3.00	3.40	3.40
Bayshore Library 01-120-123					
Librarian III	X051	0.10	0.10	-	-
Librarian II	X046	-	-	0.40	0.40
Library Assistant III	X032	0.10	0.10	0.10	0.10
Library Assistant I	X017	-	-	0.40	0.40
John Daly Library 01-120-125					
Librarian II	X046	1.00	1.00	0.60	0.60
Library Assistant III	X032	0.15	0.15	0.15	0.15
Library Assistant II	X026	1.00	1.00	1.00	0.60
Library Assistant I	X017	1.00	1.00	0.60	1.00
Westlake Library 01-120-126					
Librarian II	X046	1.00	1.00	1.00	1.00
Library Assistant III	X032	0.15	0.15	0.15	0.15
Library Assistant II	X026	2.00	2.00	3.00	3.00
Library Material/Process 01-120-127					
Librarian II	X046	1.00	1.00	1.00	1.00
Library Assistant III	X032	0.10	0.10	0.10	0.10
Library Assistant II	X026	1.00	1.00	0.60	0.60
Library Programming 01-120-128					
Director of Library & Recreation Services	M428	0.50	0.50	0.50	0.50
Library Services Manager	U096	1.00	1.00	1.00	1.00
Account Clerk II	Z029	0.50	0.50	0.25	0.25
Library Assistant III	X032	0.80	0.80	0.30	0.30
Librarian II	X046	-	-	1.00	1.00
Librarian I	X039	1.00	1.00	-	-
Marketing 01-131-132					
Recreation Supervisor	X049	0.40	0.40	0.35	0.35
Recreation Program Coordinator	X032	0.35	0.35	0.95	0.95
War Memorial Community Center 01-131-135					
Recreation Supervisor	X049	0.05	0.05	0.10	0.10
Recreation Program Coordinator	X032	0.40	0.40	1.55	1.55
Assistant Recreation Program Coordinator	X016	0.45	0.45	0.60	0.60
Westlake Community Center 01-131-136					
Recreation Supervisor	X049	0.10	0.10	0.05	0.05
Recreation Program Coordinator	X032	0.40	0.40	0.20	0.20
Assistant Recreation Program Coordinator	X016	0.50	0.50	0.60	0.60

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Lincoln Community Center 01-131-137					
Recreation Supervisor	X049	0.05	0.05	0.15	0.15
Recreation Program Coordinator	X032	1.00	1.00	0.05	0.05
Assistant Recreation Program Coordinator	X016	1.00	1.00	0.95	0.95
Gellert Park 01-131-138					
Recreation Supervisor	X049	0.05	0.05	0.05	0.05
Recreation Program Coordinator	X032	0.25	0.25	0.05	0.05
AYRP 01-131-141					
Recreation Supervisor	X049	0.15	0.15	0.15	0.15
Recreation Program Coordinator	X032	0.40	0.40	0.35	0.35
SYRP 01-131-142					
Recreation Supervisor	X049	0.10	0.10	0.10	0.10
Recreation Program Coordinator	X032	0.40	0.40	0.45	0.45
Youth Baseball 01-131-143					
Recreation Supervisor	X049	0.10	0.10	0.10	0.10
Recreation Program Coordinator	X032	0.40	0.40	0.25	0.25
Assistant Recreation Program Coordinator	X016	0.10	0.10	-	-
Youth Basketball 01-131-144					
Recreation Supervisor	X049	0.05	0.05	0.05	0.05
Recreation Program Coordinator	X032	0.20	0.20	0.25	0.25
Assistant Recreation Program Coordinator	X016	0.25	0.25	0.15	0.15
Youth Flag Football 01-131-145					
Recreation Supervisor	X049	0.05	0.05	-	-
Recreation Program Coordinator	X032	0.15	0.15	-	-
Assistant Recreation Program Coordinator	X016	0.25	0.25	-	-
Mini Hoops 01-131-147					
Recreation Supervisor	X049	-	-	0.05	0.05
Recreation Program Coordinator	X032	0.25	0.25	-	-
Assistant Recreation Program Coordinator	X016	0.15	0.15	0.20	0.20
Showcase League 01-131-148					
Recreation Supervisor	X049	0.05	0.05	-	-
Recreation Program Coordinator	X032	0.20	0.20	-	-
Assistant Recreation Program Coordinator	X016	0.25	0.25	-	-
Summer Sports Camps 01-131-149					
Assistant Recreation Program Coordinator	X016	0.05	0.05	0.20	0.20
Teen Grants/Events 01-131-151					
Recreation Supervisor	X049	0.10	0.10	0.05	0.05
Recreation Program Coordinator	X032	0.35	0.35	0.25	0.25
Assistant Recreation Program Coordinator	X016	-	-	0.15	0.15
Aquatics 01-131-152					
Recreation Supervisor	X049	0.30	0.30	0.30	0.30
Recreation Program Coordinator	X032	0.80	0.80	0.90	0.90
Tennis 01-131-153					
Recreation Program Coordinator	X032	0.05	0.05	-	-
Facility and Field Rentals 01-131-154					
Recreation Program Coordinator	X032	0.20	0.20	0.40	0.40
Assistant Recreation Program Coordinator	X016	-	-	0.15	0.15
Special Events 01-131-155					
Recreation Supervisor	X049	0.10	0.10	0.05	0.05
Recreation Program Coordinator	X032	0.20	0.20	0.30	0.30

LIBRARY & RECREATION SERVICES

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Contract Classes 01-131-157					
Recreation Supervisor	X049	0.10	0.10	0.10	0.10
Recreation Program Coordinator	X032	-	-	0.05	0.05
Class Develop/Cultural Arts Coordinator	U039	1.00	1.00	0.50	0.50
15-132-460 Senior Adults					
Recreation Supervisor	X049	0.20	0.20	0.20	0.20
Assistant Senior Services Supervisor	U037	1.00	1.00	1.00	1.00
Senior Center Program Assistant	U023	1.00	1.00	-	-
15-132-463 Senior Lunch Program					
Recreation Supervisor	X049	0.05	0.05	0.15	0.15
Food Service Assistant II	U021	1.00	1.00	1.00	1.00
		38.00	38.00	36.00	36.00

DALY CITY · CALIFORNIA ·

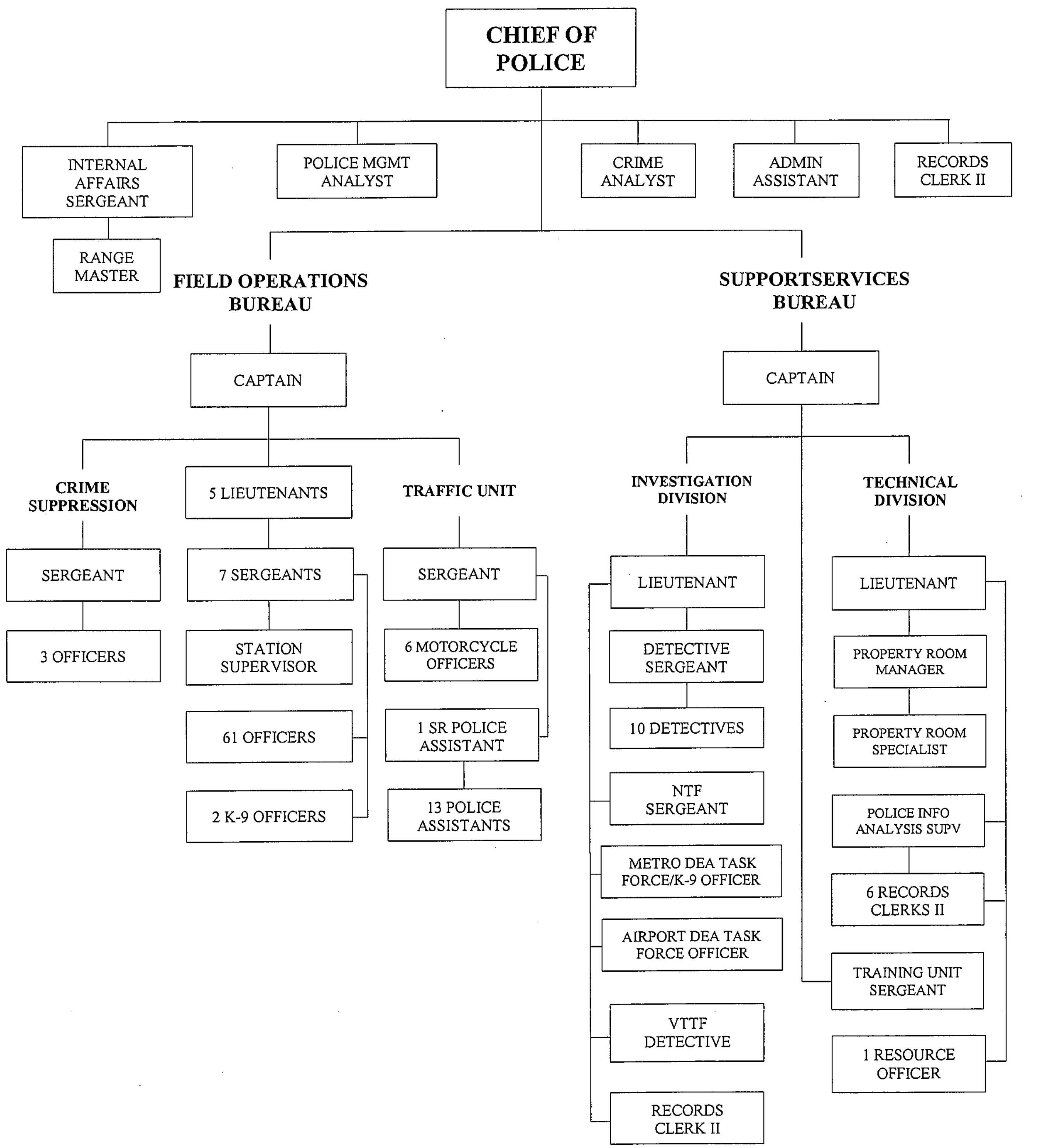
INCORPORATED MARCH 22, 1911

GATEWAY TO THE PENINSULA

City of Daly City

POLICE DEPARTMENT

Fiscal Years 2017 & 2018



POLICE DEPARTMENT

DEPARTMENT MISSION STATEMENT

The Daly City Police Department is an organization of professionals dedicated to integrity, customer service, the rights of individuals and the needs of a constantly changing society.

CORE SERVICES

- Field Operations—Performs patrol, traffic and parking functions.
- Operations Support Bureau—Provides investigative functions, communications, records, training, property room, crime analysis, fiscal, internal affairs, risk management, technical services and administrative functions within the department.

SUPPORT FOR CITYWIDE PRIORITIES

This Department supports citywide priorities through the following:

- Provide quality services in response to concerns about crime and other quality of life issues in the City of Daly City.
- Enhance parking enforcement through specialized neighborhood parking enforcement operations.
- Reduce crime and the fear of crime through the use of accurate and timely intelligence, rapid deployment, effective tactic and relentless follow-up and assessment (CompStat).
- Contribute to regional enforcement efforts in gang suppression (San Mateo County Gang Task Force, Gang Intelligence Unit, and Vehicle Theft Task Force) and narcotics interdiction (San Mateo County Narcotics Task Force, DEA Metro Task Force and the DEA San Francisco Airport Task Force).
- Lead San Mateo County-wide traffic safety efforts through the use of grant funding from the California Office of Traffic Safety.
- Seek active ongoing partnerships with community members and groups both through regular meetings and web-based communications and information sharing.

BIENNIAL BUDGET OUTCOMES

- Provide effective, visible neighborhood patrols and timely response to first priority calls and complete field investigations.
- Conduct high quality objective investigations to successfully prosecute crimes against persons or property.
- Prevent traffic collisions through enforcement, education and engineering.
- Provide effective record keeping for both internal and external customers.
- Provide competent and efficient handling of property and evidence.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIEL BUDGET

- Services for the Public Safety Communications Division are being transferred to the County of San Mateo. This includes the elimination of two full-time Dispatch Supervisors and 11 full-time Public Safety Dispatchers.

- One vacant full-time Police Records Clerk II was eliminated. Warrant services will now be consolidated with the County of San Mateo.

- Freeze six vacant Police Officer positions

- Revenue for Police Protection Services continues to trend downward due to a significant reduction in the number of events hosted by the Cow Palace. The Cow Palace continues to struggle to attract mainstream events and performers.

- The costs for "StarVista" (First Chance), a safe sobering facility and treatment referral program has increased by $21,000 for FY 2016.

- Two Daly City detectives are assigned as task force officers at both the DEA San Francisco field office and the San Francisco International Airport. The task force officers, while performing their enforcement duties, have seized approximately $13 million since the inception of the program. After fulfilling our equitable sharing commitments, this $13 million seizure has the potential to net in excess of $5 million in seizure funds. This fund has allowed the Police Department to fund training, equipment and technology which enables us to provide well-trained officers and enhanced services. In early 2016, the Federal Government froze the funds dispersed through the equitable sharing program. Effective March 28, 2016, the Department of Justice has resumed dispersals for the Equitable Sharing program.

- Technology costs continue to rise significantly. Emerging technology is a constant budgetary challenge for the Police Department. Due to a continually changing technology environment in Police Services, department needs to stay current technology hardware and software. Hardware, licensing and yearly maintenance fees can be cost prohibitive and the following emerging technologies that will impact to the Police Department budget:

    - "Callyo" and "Pen Register", cell phone investigations technologies
    - "IA Pro" tracking software for complaint management, early intervention, accreditation and frontline supervision.
    - "Blue Archer" graffiti networking software allowing officers to coordinate graffiti investigations with allied agencies in the Bay Area.
    - Lexipol policy management and daily training bulletins.

POLICE DEPARTMENT

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIEL BUDGET (Continued)

- Due to military conflicts overseas, the cost of ammunition will continue to increase significantly during the next budget cycle. The Police Department continues to experience a lag time between the ordering of ammunition and its delivery to the police department. These lag times have been at least six months.

- The crossing guards have been moved from the hourly budget to the contractual services budget.

PERFORMANCE MEASURES

Measure	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Reduce response times to first priority calls for patrol services	6 minutes	6 minutes	<6 minutes	<6 minutes
Decrease number of fatal and injury collisions by 5%	Fatal: 2 Injury:237	Fatal: 2 Injury: 252	Fatal: 0 Injury: 239	Fatal: 0 Injury: 239
Provide timely response, as mandated by State law, to all outside requests for police reports	100%	100%	100%	100%
Meet Federal and State statutory guidelines in the handling of property and evidence	100%	100%	100%	100%
100 % POST Compliance in Training	100%	100%	100%	100%

*Part I crimes include homicide, rape, robbery, aggravated assault, burglary, larceny, and arson.

CITY OF DALY CITY
Department Summary
2016-17/2017-18

POLICE DEPARTMENT

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	17,525	19,775	19,475	19,475	19,475
FINES AND FORFEITURES	2,301,580	2,740,510	3,128,695	3,058,108	3,058,108
RENTS AND INTEREST	951	174	0	0	0
FROM OTHER AGENCIES	457,629	488,678	1,266,109	206,710	206,710
CHARGES AND FEES	707,218	962,064	752,748	846,357	846,357
MISCELLANEOUS REVENUES	229,718	411,085	434,450	4,909	4,909
OPERATING TRANSFERS IN	0	2,049	0	0	0
TOTAL REVENUES	$3,714,621	$4,624,335	$5,601,477	$4,135,559	$4,135,559

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	22,690,970	23,911,801	26,026,594	25,551,984	25,016,991
SERVICES AND SUPPLIES	1,993,666	2,320,424	2,595,322	3,360,995	4,075,118
OTHER CHARGES	115,725	144,021	144,776	175,730	178,548
FIXED CHARGES	2,151,348	2,322,403	2,304,526	2,249,343	2,278,847
CAPITAL OUTLAY	149,750	105,626	204,892	211,648	116,047
OPERATING TRANSFERS OUT	14,764	66,816	4,983	0	0
TOTAL EXPENDITURES	$27,116,223	$28,871,091	$31,281,093	$31,549,700	$31,665,551

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	POLICE DEPARTMENT	200
	Program:	POLICE SERVICES	200

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	17,525	19,775	19,475	19,475	19,475
FINES AND FORFEITURES	2,003,318	2,405,266	2,773,295	2,741,550	2,741,550
FROM OTHER AGENCIES	53,661	65,021	-81,699	41,820	41,820
CHARGES AND FEES	631,438	870,701	662,760	777,350	777,350
MISCELLANEOUS REVENUES	229,455	410,758	434,450	4,909	4,909
OPERATING TRANSFERS IN	0	2,049	0	0	0
TOTAL REVENUES	$2,935,397	$3,773,570	$3,808,281	$3,585,104	$3,585,104

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	20,791,479	21,961,312	24,093,234	24,204,219	24,837,275
SERVICES AND SUPPLIES	1,380,203	1,682,478	1,811,225	1,916,184	1,949,111
OTHER CHARGES	101,559	119,854	118,859	164,433	167,252
FIXED CHARGES	2,091,674	2,257,879	2,239,739	2,249,343	2,278,848
CAPITAL OUTLAY	29,453	53,860	157,724	160,675	65,074
OPERATING TRANSFERS OUT	10,519	66,816	4,983	0	0
TOTAL EXPENDITURES	$24,404,887	$26,142,199	$28,425,764	$28,694,854	$29,297,560

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	POLICE DEPARTMENT	201
	Program:	PUBLIC SAFETY COMMUNICATIONS	201

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	0	7,858	3,382	0	0
MISCELLANEOUS REVENUES	0	291	0	0	0
TOTAL REVENUES	$0	$8,149	$3,382	$0	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,621,150	1,659,758	1,639,497	1,162,843	0
SERVICES AND SUPPLIES	183,860	179,051	175,472	965,410	1,646,051
OTHER CHARGES	6,720	11,189	10,817	0	0
FIXED CHARGES	59,674	64,523	64,787	0	0
CAPITAL OUTLAY	1,951	830	2,000	0	0
TOTAL EXPENDITURES	$1,873,355	$1,915,351	$1,892,573	$2,128,253	$1,646,051

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	POLICE DEPARTMENT	200
	Program:	CITIZENS OPT PUB SAFETY-SLESF	202

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	951	174	0	0	0
FROM OTHER AGENCIES	149,994	172,929	164,890	164,890	164,890
TOTAL REVENUES	$150,945	$173,103	$164,890	$164,890	$164,890

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	124,827	128,018	124,606	122,333	117,126
SERVICES AND SUPPLIES	10,900	22,192	2,176	5,000	5,000
OTHER CHARGES	0	0	0	0	0
CAPITAL OUTLAY	76,345	31,142	33,169	36,767	36,767
OPERATING TRANSFERS OUT	4,245	0	0	0	0
TOTAL EXPENDITURES	$216,317	$181,352	$159,951	$164,100	$158,893

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	TRAFFIC SAFETY FUND	23
	Department:	POLICE DEPARTMENT	200
	Program:	D U I C E/S T O P PROGRAM	209

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FINES AND FORFEITURES	0	0	0	0	0
CHARGES AND FEES	75,780	83,505	86,606	69,008	69,008
MISCELLANEOUS REVENUES	262	36	0	0	0
TOTAL REVENUES	$76,042	$83,541	$86,606	$69,008	$69,008

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	13,040	17,457	6,644	13,934	13,934
SERVICES AND SUPPLIES	35,916	32,060	60,869	61,118	61,671
OTHER CHARGES	4,273	6,243	9,100	9,296	9,296
CAPITAL OUTLAY	11,661	19,795	12,000	14,206	14,206
TOTAL EXPENDITURES	$64,890	$75,555	$88,613	$98,554	$99,107

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	TRAFFIC ENFORCEMENT FUND	25
	Department:	POLICE DEPARTMENT	200
	Program:	POLICE SERVICES	200

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FINES AND FORFEITURES	298,262	335,244	355,400	316,558	316,558
TOTAL REVENUES	$298,262	$335,244	$355,400	$316,558	$316,558

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	35,691	36,956	34,911	48,656	48,656
SERVICES AND SUPPLIES	267,110	266,457	266,447	266,447	266,447
OTHER CHARGES	0	1,000	1,000	2,000	2,000
TOTAL EXPENDITURES	$302,801	$304,413	$302,358	$317,103	$317,103

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GRANTS	28
	Department:	POLICE DEPARTMENT	200
	Program:	COMPREHENSIVE TRAFFIC SAFETY	215

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
FROM OTHER AGENCIES	253,974	250,728	1,182,918	0	0
TOTAL REVENUES	$253,974	$250,728	$1,182,918	$0	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	104,782	108,300	127,702	0	0
SERVICES AND SUPPLIES	115,677	138,186	279,132	146,835	146,835
OTHER CHARGES	3,173	5,736	5,000	0	0
CAPITAL OUTLAY	30,341	0	0	0	0
TOTAL EXPENDITURES	$253,973	$252,222	$411,834	$146,835	$146,835

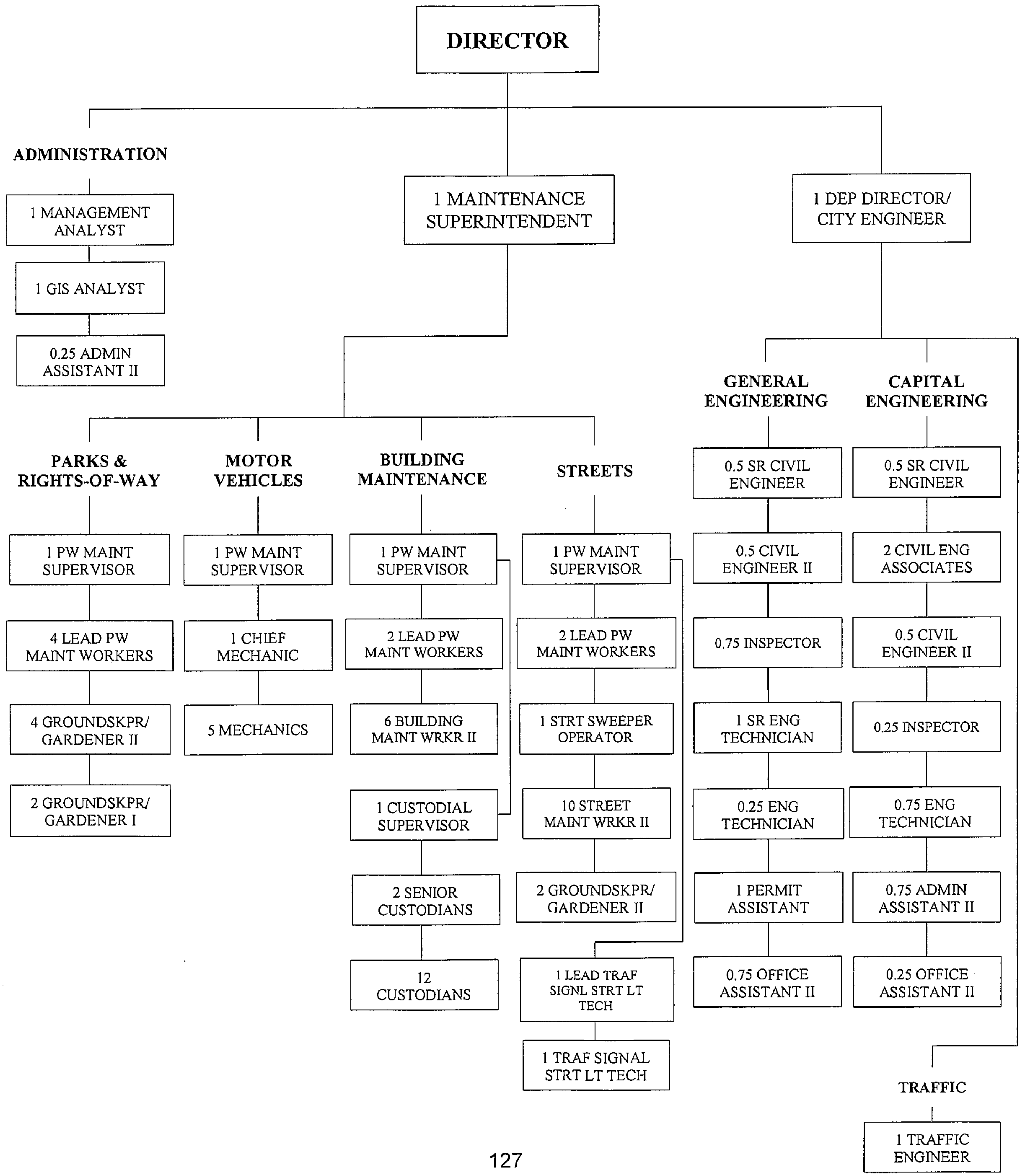
Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Police Services 01-200-200					
Police Chief	M442	1.00	1.00	1.00	1.00
Police Captain	B245	2.00	2.00	2.00	2.00
Police Lieutenant	B240	6.00	6.00	7.00	7.00
Police Sergeant	B235	15.00	15.00	13.00	13.00
Police Officer *	A230	87.00	87.00	88.00	88.00
Police Management Analyst	U084	1.00	1.00	1.00	1.00
Information & Analysis Supervisor	U060	1.00	1.00	1.00	1.00
Administrative Assistant	U038	1.00	1.00	1.00	1.00
Police Records Clerk II	Z026	9.00	9.00	8.00	8.00
Senior Police Assistant	D027	1.00	1.00	1.00	1.00
Police Assistant	D020	13.00	13.00	13.00	13.00
Property Room Manager	U041	1.00	1.00	1.00	1.00
Property Room Specialist	U034	1.00	1.00	1.00	1.00
		139.00	139.00	138.00	138.00
Citizens Option For Public Safety 01-200-202					
Crime Analyst	U044	1.00	1.00	1.00	1.00
Dispatch Supervisor	U054	0.10	0.10	0.05	-
		1.10	1.10	1.05	1.00
Public Safety Communications01-201-201					
Dispatch Supervisor	U054	1.90	1.90	0.95	-
Public Safety Dispatcher	D033	11.00	11.00	5.50	-
		12.90	12.90	6.45	-
		153.00	153.00	145.50	139.00

* Includes six frozen Police Officer positions in FY 2017 and 2018 and assumes a half year of Dispatch Services FTE.

City of Daly City

DEPARTMENT OF PUBLIC WORKS

Fiscal Years 2017 & 2018



PUBLIC WORKS

DEPARTMENT MISSION STATEMENT

Our mission is to provide services dedicated to efficiently maintain the City's environment, infrastructure, parks, facilities, and assets.

CORE SERVICES

- Manage and protect the City's infrastructure through participation in the City's land development review process and operating an encroachment permitting system.
- Ensure completion of all programmed Capital Improvement Plan (CIP) projects.
- Maintain the safety and efficiency of City streets through the maintenance of over 3,200 streetlights and 40 traffic signals.
- Maintain all street and roadway pavement in adequately serviceable condition through pot-hole patching and routine slurry sealing to prolong pavement life and completion of annual pavement rehabilitation projects.
- Prevent flooding and control storm drainage through inspection and cleaning of storm drains in compliance with regulatory mandates.
- Perform street sweeping and the removal of trash/debris left on the public right of way.
- Perform monthly inspections of Mussel Rock landfill and submit semi-annual and annual reports to regulatory agencies as required.
- Provide timely preventative maintenance and custodial service to 54 city buildings and facilities totaling 465,270 square feet.
- Maintain the City's fleet of 278 vehicles and mobile equipment through both timely preventative and corrective maintenance and repair and replacement as needed to maintain an acceptably low age of the overall vehicle fleet.
- Provide assistance to developers, contractors, outside agencies, residents and other City departments with their needs to obtain City records, standards, conditions, and permits for performing improvements and resolving issues in the public right of way or private property abutting public property.
- Maintain all parks, the urban forest, street medians and right-of-ways in a safe and aesthetically appealing condition.
- Maintain the City's inventory of 512 parking meters.
- Maintain and replace all regulatory traffic signs and pavement marking and striping for the safe use of city streets by the motorist, bicyclists and pedestrians.

SUPPORT FOR CITYWIDE PRIORITIES

Economic Development/Revenue Enhancement

- Ensure City infrastructure is in optimum condition to demonstrate that Daly City is a good location for businesses to locate.
- Leverage CIP funds through collaboration with outside agencies and aggressively competing for grant funding of capital projects associated with economic development projects.
- Ensure the proper maintenance and function of 512 parking meters.

Public Safety

- Coordinate anti-graffiti efforts to eliminate gang related tagging.
- Provide quarterly certified playground safety inspections of 30 parks and playgrounds.
- Participate in the City Safety & Wellness Committee and Safety Committee Inspection Team meetings, and address safety concerns identified by the Safety & Wellness Committee.
- Promptly respond to streetlight and traffic signal malfunctions.
- Make timely repairs to pavement markings and regulatory signs.
- Provide safe, hazard-free sidewalks and roadways.

Transportation/Traffic

- Schedule work activities to avoid peak commute times.
- Ensure traffic signal malfunctions and damage or deterioration of street pavement and directional and safety signs are promptly addressed.
- Represent the City at City/County Association of Governments Technical Advisory Committee and regional congestion management agency meetings.
- Staff and administer the City's Traffic Safety Committee and respond to citizen requests for traffic safety improvements and circulation enhancements.
- Obtain grants for bicycle and pedestrian improvement projects and manage and coordinate the review and actions of the Bicycle and Pedestrian Committee.

Infrastructure

- Manage and maintain all City infrastructure and facilities to provide optimum system performance at the lowest overall cost.

SUPPORT FOR CITYWIDE PRIORITIES (Continued)

- Maximize asset value retention and service live with a comprehensive approach utilizing systems such as the Pavement Management System for establishing street maintenance priorities and the Encroachment Permit process to ensure streets damaged by private activity are repaired appropriately.
- Successfully obtained nearly $3 million of grant funding for various CIP projects from State, Regional and County government programs including One Bay Area Grant (OBAG $290,000), Active Transportation Program (ATP $2,150,000), Measure A ($340,000) and Affordable Housing Park Grant ($190,000).
- Ensure the Mussel Rock Landfill Site remains in compliance with existing and future regulations.

Leisure Services

- Provided timely maintenance services to ensure that all public facilities, such as recreation centers, playgrounds and parks and libraries, are adequately maintained to provide the public with optimum accommodations for clean, safe and comfortable recreational activities.
- Identify needed improvements and propose capital projects to enhance or renovate recreational facilities and buildings.

Land Use

- Participate in the land development review process through the review and approval of subdivision and parcel maps.
- Support the Economic and Community Development Department's review and approval of various permits such as building permits and use permits.
- Participate in the City Development Coordinating Committee.
- Participate in the development and review of the City's General Plan Circulation Element.
- Completed 249 private development plan reviews and 59 Development Coordinating Committee preliminary review of private development.

Government Operations

- Assumed responsibility for development and administration of the City's CIP Budget, formerly performed by the Finance Department.
- Establish and support training programs for department personnel including the Daly City Supervisory and Leadership Academies.
- Implemented a new Fleet Maintenance Management system (RTA) to better manage the repair and replacement of the City's fleet of vehicles and heavy equipment.

SUPPORT FOR CITYWIDE PRIORITIES (Continued)

- Reduce recorded industrial injuries by conducting Department, Division and "tail-gate" safety meetings and participating in the City Safety & Wellness Committee meetings.
- Continue the migration to energy efficient lighting, heating, ventilating and air conditioning systems and water conserving plumbing fixtures.
- Contracted with PG&E to convert approximately 750 of the City's 3,200 street lights from High Pressure Sodium (HPS) to more energy efficient Light Emitting Diode (LED) fixtures to reduce energy consumption, Green House Gas emissions and the City's energy bill cost.
- Processed and issued 851 Encroachment, wide-load and other regulatory permits and reviewed and approved four parcel maps and nine subdivision maps.

Community/Civic Support

- Expand outreach activities within neighborhoods to communicate potential impacts from construction activities.
- Promptly respond to graffiti, weed, rubbish and illegal dumping abatement concerns.
- Promptly respond to an average of 100 complaints or requests received from the City i-Help system monthly, or a total of 3,271 total i-Help requests.

BIENNIAL BUDGET OUTCOMES

- Completed the City Concrete Safety Improvement Projects installing approximately 50 Handicap Ramps at 22 intersections.
- Completed sewer main replacement and/or rehabilitation on El Camino Real, D Street, First Avenue, Second Avenue, Junipero Serra Boulevard, Bruno Avenue, and Serramonte Boulevard.
- Completed replacement or rehabilitation of water mains on Schwerin Street and East Vista Drive.
- Completed the 2015 Traffic Signal painting project, which painted 15 of the City's 40 traffic signals.
- Completed the 2015-2016 Street Resurfacing and Rehabilitation Project.
- Completed the Phase I - Geneva Avenue Utility Underground Project.
- Completed two annual pavement slurry seal projects in the Serramonte and Skyline neighborhoods covering approximately 27 miles of roadway.
- Completed the rehabilitation of various City parking lots including Westlake Park, Doelger Performing Arts Center and Police Station.

BIENNIAL BUDGET OUTCOMES (Continued)

- Completed the Geneva Avenue Pedestrian and Bicycle Improvement Projects establishing bike lanes and installing bulb-outs.
- Completed Mussel Rock Landfill site maintenance including work on access roads and drainage systems, annual groundwater monitoring and new landfill gas and slope stability monitoring studies.
- Completed the rehabilitation of Norwood Park, which was substantially financed with Affordable Housing & Parks grant funds.
- Provide over-the-counter technical assistance to residents, contractors and developers.
- Removed and replaced 183 hazardous or unhealthy trees and pruned 2,398 trees of a total inventory of 7,316 city maintained trees.
- Maintain/service a fleet of approximately 278 vehicles in accordance with the manufacturers' recommendations and the regulatory agencies' mandates.
- Replaced the exterior stairway and standby emergency generator at Fire Station 95.
- Maintain 54 government buildings and facilities in a safe, comfortable condition for the use of residents, visitors and employees.
- Maintain 200 lane miles of roadway, 3,680 traffic signs, 36 signalized intersections and 3,200 street lights to allow the safe and efficient transportation of people, goods and services within the City.
- Replaced and outfitted 55 City vehicles.
- Completed the Lake Merced Boulevard Crosswalk Improvements Projects installing pedestrian bulb-outs and rapid flash becons
- Repaired 28 Regulated Output (RO) series circuit streetlight failures.

SIGNIFICANT CHANGES FROM PRIOR BIENNIAL BUDGET

Funding for major maintenance and facility rehabilitation projects in the Capital Improvement Plan (CIP) has been significantly reduced or eliminated. To address limited staff resources and to reorganize the Department to manage this reduced workforce, the following actions were taken in the various Divisions of Public Works to align staffing with workloads:

Administration Division

- Elimination of one 50/50 shared clerical position with the Economic and Community Department

Engineering Division

- The vacant City Engineer position was reclassed to an Assistant Director
- Fill the vacant Associate Civil Engineer position Engineer

SIGNIFICANT CHANGES FROM PRIOR BIENNIAL BUDGET (Continued)

- Fill the vacant Senior Engineering Technician position at the lower Engineering Technician level
- Filled the vacant Assistant Engineer Position
- Add an additional Associate Engineer position to be filled in 2016

Maintenance Division

- Fill the vacant Lead PW Maintenance Worker position in Street Section
- Fill the vacant Traffic Signal/Street Light Technician position in Street Section
- Fill two Street Maintenance Worker positions resulting from retirements and resignations. However, five budgeted positions remain unfilled.
- Eliminate one Street Maintenance Worker position in Street Section
- Fill one Parks Lead Groundskeeper/Gardener position.
- Eliminate two Certified Tree Worker Positions and provide tree maintenance through West Coast Arborists contract services
- Eliminate two Groundskeeper/Gardener positions and provide street median landscape services through contract services
- Eliminated all funding for temporary custodial staffing
- Eliminate most funding for temporary Parks maintenance staffing.

During the next two fiscal years, the Public Works Department will investigate and consider a variety of alternative service delivery models including additional staff reorganizations, increased use of contractual services and targeted service eliminations or reductions as a means of reducing the Department's budget or creating internal efficiencies.

PUBLIC WORKS

PERFORMANCE MEASURES

Measure	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Complete quarterly HVAC preventative maintenance service 80% of the time.	95%	94%	95%	95%
Repair parallel circuit streetlight outages within 3 working days and repair series circuit streetlight outages within 2 working days of PG&E opening the circuit.	91%	95%	95%	95%
Respond and repair traffic signal problems impacting traffic flow or traffic safety within 12 hours.	92%	93%	100%	100%
Complete vehicle repairs per the manufacturers specifications within the agreed upon time allotted for the repair 90% of the time.	92%	96%	95%	95%
Perform scheduled maintenance per the manufacturer's recommendations on 100% of vehicle fleet covered by CHP BIT Inspection Mandates.	98%	92%	100%	100%
Investigate and respond to pothole complaints within 24 hours of notification. Repair potholes with 24 hours 90% of the time.	95%	96%	95%	95%
Investigate and respond to regulatory and warning sign complaints within 24 hours.	90%	89%	90%	90%
Inspect and clean 2,181 storm drain catch basins before and after the rainy season	87%	90%	95%	98%
Inspect sidewalk complaints and install warning features or initiate repairs within 24 hours of notice and complete repairs within thirty working days of inspection.	92%	95%	90%	90%
Report trash/debris complaints to Allied Waste on the day received and monitor Allied's compliance with duty to remove within 48 hours.	99%	99%	99%	99%

CITY OF DALY CITY Department Summary 2016-17/2017-18	PUBLIC WORKS

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
N/A	0	0	0	0	0
LICENSES AND PERMITS	13,162	37,530	42,160	30,000	15,000
RENTS AND INTEREST	49,021	30,837	2,000	28,220	28,220
FROM OTHER AGENCIES	24,231	24,231	0	0	0
CHARGES AND FEES	8,809,169	9,487,827	9,599,396	8,369,631	8,319,631
MISCELLANEOUS REVENUES	271,683	1,059,372	114,339	96,900	96,900
OPERATING TRANSFERS IN	1,920,640	2,542,548	2,718,679	660,014	185,474
TOTAL REVENUES	$11,087,906	$13,182,345	$12,476,574	$9,184,765	$8,645,225

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	7,891,423	8,002,481	8,673,329	7,146,958	7,247,955
SERVICES AND SUPPLIES	3,177,179	3,300,034	3,027,969	2,684,425	2,835,571
OTHER CHARGES	58,094	61,952	29,035	66,217	62,024
FIXED CHARGES	1,644,789	1,693,005	1,650,917	1,322,241	1,383,161
CAPITAL OUTLAY	-1,441	299,194	2,542,000	2,226,276	897,000
OPERATING TRANSFERS OUT	223,636	196,950	191,450	198,725	199,719
DEPRECIATION	1,075,710	1,237,914	1,038,904	805,109	715,156
TOTAL EXPENDITURES	$14,069,390	$14,791,530	$17,153,604	$14,449,951	$13,340,586

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	PUBLIC WORKS	310
	Program:	PUBLIC WORKS ADMIN	310

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	98,977	37,079	50,000	50,000	50,000
TOTAL REVENUES	$98,977	$37,079	$50,000	$50,000	$50,000

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	509,547	605,848	644,987	442,702	454,744
SERVICES AND SUPPLIES	3,802	3,372	4,064	3,586	3,586
OTHER CHARGES	971	1,378	4,520	4,520	4,520
FIXED CHARGES	60,864	64,024	64,260	104,541	105,100
OPERATING TRANSFERS OUT	0	1,200	0	0	0
TOTAL EXPENDITURES	$575,184	$675,822	$717,831	$555,349	$567,950

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	PUBLIC WORKS	312
	Program:	ENGINEERING	311

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	13,161	37,371	42,000	30,000	15,000
CHARGES AND FEES	877,249	1,381,688	950,000	450,000	400,000
OPERATING TRANSFERS IN	0	25,640	0	0	0
TOTAL REVENUES	$890,410	$1,444,699	$992,000	$480,000	$415,000

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	792,318	751,008	1,143,510	805,902	836,917
SERVICES AND SUPPLIES	377,251	313,950	124,150	98,300	93,800
OTHER CHARGES	2,004	2,757	3,095	9,630	5,430
FIXED CHARGES	207,260	213,451	214,459	214,033	218,216
OPERATING TRANSFERS OUT	0	200	0	0	0
TOTAL EXPENDITURES	$1,378,833	$1,281,366	$1,485,214	$1,127,865	$1,154,363

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund	GENERAL FUND	01
	Department:	PUBLIC WORKS	314
	Program:	STREETS	330

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
LICENSES AND PERMITS	0	160	160	0	0
FROM OTHER AGENCIES	24,231	24,231	0	0	0
CHARGES AND FEES	866,821	859,887	1,407,391	0	0
MISCELLANEOUS REVENUES	26,448	25,450	0	0	0
OPERATING TRANSFERS IN	959,439	973,753	1,581,620	0	0
TOTAL REVENUES	$1,876,939	$1,883,481	$2,989,171	$0	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,225,456	1,194,306	1,240,276	0	0
SERVICES AND SUPPLIES	186,599	207,570	195,751	0	0
OTHER CHARGES	26,376	26,168	0	0	0
FIXED CHARGES	433,507	453,936	454,300	0	0
OPERATING TRANSFERS OUT	5,000	1,500	0	0	0
TOTAL EXPENDITURES	$1,876,938	$1,883,480	$1,890,327	$0	$0

Beginning Fiscal Year 2017, funding for Streets Operations will be moved from the General Fund to the Gas Tax Fund.

CITY OF DALY CITY Biennial Budget 2016-17/2017-18	Fund Department: Program:	GENERAL FUND PUBLIC WORKS SIGNALS & STREET LIGHTING	01 316 353

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	64,772	29,377	29,992	0	0
OPERATING TRANSFERS IN	722,438	835,866	985,760	0	0
TOTAL REVENUES	$787,210	$865,243	$1,015,752	$0	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	276,429	286,786	309,255	0	0
SERVICES AND SUPPLIES	442,455	508,940	324,209	0	0
OTHER CHARGES	120	261	0	0	0
FIXED CHARGES	68,206	68,660	68,803	0	0
OPERATING TRANSFERS OUT	0	600	0	0	0
TOTAL EXPENDITURES	$787,210	$865,247	$702,267	$0	$0

Beginning Fiscal Year 2017, funding for Signals & Street Lighting will be moved from the General Fund to the Gas Tax Fund.

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	PUBLIC WORKS	317
	Program:	PARKS MAINTENANCE	160

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
CHARGES AND FEES	25,356	25,356	25,356	25,356	25,356
MISCELLANEOUS REVENUES	46,193	37,528	23,435	0	0
OPERATING TRANSFERS IN	0	210,168	0	0	0
TOTAL REVENUES	$71,549	$273,052	$48,791	$25,356	$25,356

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,533,052	1,514,972	1,608,587	1,698,319	1,745,282
SERVICES AND SUPPLIES	151,826	244,611	277,408	159,069	159,952
OTHER CHARGES	17,431	18,921	11,100	28,650	28,650
FIXED CHARGES	394,564	394,401	391,603	439,542	442,492
OPERATING TRANSFERS OUT	984	2,000	0	0	0
TOTAL EXPENDITURES	$2,097,857	$2,174,905	$2,288,698	$2,325,580	$2,376,376

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	LINDA VISTA BENEFIT ASSES	19
	Department:	PUBLIC WORKS	310
	Program:	LINDA VISTA SUBDIVISION	335

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	5,405	2,824	2,000	2,000	2,000
CHARGES AND FEES	41,317	44,380	26,600	26,600	26,600
TOTAL REVENUES	$46,722	$47,204	$28,600	$28,600	$28,600

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	16,039	16,310	10,152	16,227	16,227
OTHER CHARGES	477	477	250	250	250
CAPITAL OUTLAY	713	5,296	2,000	2,000	2,000
TOTAL EXPENDITURES	$17,229	$22,083	$12,402	$18,477	$18,477

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	MOTOR VEHICLES	51
	Department	PUBLIC WORKS	315
	Program:	MOTOR VEHICLES	450

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	39,140	25,577	0	23,370	23,370
CHARGES AND FEES	3,275,904	3,500,978	3,500,978	3,779,490	3,779,490
MISCELLANEOUS REVENUES	174,707	964,415	74,067	85,000	85,000
OPERATING TRANSFERS IN	238,763	497,122	151,299	660,014	185,474
TOTAL REVENUES	$3,728,514	$4,988,092	$3,726,344	$4,547,874	$4,073,334

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	898,453	902,169	961,149	1,158,932	1,187,004
SERVICES AND SUPPLIES	1,198,869	1,134,783	1,230,525	1,395,029	1,531,640
OTHER CHARGES	7,151	9,094	7,470	16,687	18,194
FIXED CHARGES	354,311	366,534	336,286	403,757	455,930
CAPITAL OUTLAY	-2,153	293,898	2,540,000	2,224,276	895,000
OPERATING TRANSFERS OUT	81,134	72,027	72,027	74,764	75,138
DEPRECIATION	1,074,039	1,236,496	1,037,486	804,451	714,662
TOTAL EXPENDITURES	$3,611,804	$4,015,001	$6,184,943	$6,077,896	$4,877,568

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	BUILDING MAINTENANCE	54
	Department:	PUBLIC WORKS	313
	Program:	BUILDING MAINTENANCE	110

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	4,476	2,436	0	2,850	2,850
CHARGES AND FEES	3,558,772	3,609,079	3,609,079	4,038,185	4,038,185
MISCELLANEOUS REVENUES	24,337	31,979	16,837	11,900	11,900
TOTAL REVENUES	$3,587,585	$3,643,494	$3,625,916	$4,052,935	$4,052,935

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	2,656,169	2,747,394	2,765,569	3,041,104	3,024,009
SERVICES AND SUPPLIES	800,338	870,503	861,709	1,012,214	1,030,367
OTHER CHARGES	3,565	2,896	2,600	6,480	4,980
FIXED CHARGES	126,078	132,000	121,207	160,369	161,422
CAPITAL OUTLAY	0	0	0	0	0
OPERATING TRANSFERS OUT	136,518	119,423	119,423	123,961	124,581
DEPRECIATION	1,671	1,418	1,418	659	494
TOTAL EXPENDITURES	$3,724,339	$3,873,634	$3,871,926	$4,344,787	$4,345,853

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Public Works Admin 01-310-310					
Director of Public Works	M440	1.00	1.00	0.50	0.50
Public Works Management Analyst	U053	1.00	1.00	1.00	1.00
Geographic Info Systems Analyst	U048	1.00	1.00	1.00	1.00
Administrative Assistant II	U045	-	-	0.25	0.25
Administrative Assistant	U038	0.50	0.50	-	-
Office Assistant III	Z026	0.50	0.50	-	-
		4.00	4.00	2.75	2.75
Engineering 01-312-311					
City Engineer/Assistant Director*	U112	1.00	1.00	0.75	0.75
Senior Civil Engineer	U087	1.00	1.00	0.50	0.50
Civil Engineering Associate	U076	1.00	1.00	-	-
Civil Engineer II	X062	-	1.00	0.50	0.50
Public Works Inspector	X052	2.00	2.00	0.75	0.75
Senior Engineering Technician	X052	1.00	1.00	1.00	1.00
Engineering Technician	X044	-	-	0.25	0.25
Permit Assistant	Z030	-	-	1.00	1.00
Office Assistant III	Z026	0.50	0.50	-	-
Office Assistant II	Z022	2.00	2.00	0.75	0.75
		8.50	9.50	5.50	5.50
Capital Engineering 31-312-311					
City Engineer/Assistant Director*	U112	-	-	0.25	0.25
Senior Civil Engineer	U087	-	-	0.50	0.50
Civil Engineering Associate	U076	-	-	2.00	2.00
Civil Engineer II	X062	-	-	0.50	0.50
Public Works Inspector	X052	-	-	0.25	0.25
Engineering Technician	X044	-	-	0.75	0.75
Administrative Assistant II	U045	-	-	0.75	0.75
Office Assistant II	Z022	-	-	0.25	0.25
		-	-	5.25	5.25
Traffic Signal & Street Lighting 01-316-353					
Traffic Engineer	U076	1.00	1.00	-	-
Traffic Signal/Street Light Technician	X051	2.00	2.00	-	-
		3.00	3.00	-	-
Transportation Traffic Signal & Street Lighting 17-316-353					
Traffic Engineer	U076	-	-	1.00	1.00
Public Works Maintenance Supervisor	U066	-	-	0.25	0.25
Lead Traffic Signal/Street Light Technician	X059	-	-	1.00	1.00
Traffic Signal/Street Light Technician	X051	-	-	1.00	1.00
		-	-	3.25	3.25
Streets Maintenance 01-314-330					
Public Works Superintendent	U089	0.34	0.34	-	-
Public Works Maintenance Supervisor	U066	1.00	1.00	-	-
Street Maintenance Lead Worker	X044	1.00	2.00	-	-
Street Sweeper Operator	X034	1.00	-	-	-
Streets Maintenance Worker II	X030	10.00	11.00	-	-
		13.34	14.34	-	-

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Transportation Streets Maintenance 17-314-330					
Director of Public Works	M440	-	-	0.20	0.20
Public Works Superintendent	U089	-	-	0.40	0.40
Public Works Maintenance Supervisor	U066	-	-	0.75	0.75
Street Maintenance Lead Worker	X044	-	-	2.00	2.00
Street Sweeper Operator	X034	-	-	1.00	1.00
Streets Maintenance Worker II	X030	-	-	10.00	10.00
Groundskeeper/Gardener II	X030	-	-	2.00	2.00
		-	-	16.35	16.35
Parks Maintenance 01-317-160					
Director of Public Works	M440	-	-	0.10	0.10
Public Works Superintendent	U089	-	-	0.20	0.20
Public Works Maintenance Supervisor	U066	1.00	1.00	1.00	1.00
Lead Public Works Maintenace Worker	X044	4.00	4.00	4.00	4.00
Certified Tree Worker	X036	2.00	2.00	-	-
Groundskeeper/Gardener II	X030	6.00	6.00	4.00	4.00
Groundskeeper/Gardener I	X025	2.00	2.00	2.00	2.00
		15.00	15.00	11.30	11.30
Building Maintenance 54-313-110					
Director of Public Works	M440	-	-	0.10	0.10
Public Works Superintendent	U089	0.33	0.33	0.20	0.20
Public Works Maintenance Supervisor	U066	1.00	1.00	1.00	1.00
Lead Public Maintenance Worker	X044	2.00	2.00	2.00	2.00
Custodial Supervisor	X044	1.00	1.00	1.00	1.00
Building Maintenance Worker II	X030	6.00	6.00	6.00	6.00
Senior Custodian	X029	2.00	2.00	2.00	2.00
Custodian	X025	12.00	12.00	12.00	12.00
		24.33	24.33	24.30	24.30
Motor Vehicles 51-315-450					
Director of Public Works	M440	-	-	0.10	0.10
Public Works Superintendent	U089	0.33	0.33	0.20	0.20
Public Works Maintenance Supervisor	U066	1.00	1.00	1.00	1.00
Chief Mechanic	X051	1.00	1.00	1.00	1.00
Mechanic	X039	4.00	4.00	5.00	5.00
		6.33	6.33	7.30	7.30
		74.50	76.50	76.00	76.00

* The City Engineer position was reclassed to City Engineer/Assistant Director in Fiscal Year 2016.

DALY CITY · CALIFORNIA ·

GATEWAY TO THE PENINSULA

City of Daly City

DEPARTMENT OF WATER & WASTEWATER RESOURCES

Fiscal Years 2017 & 2018

DIRECTOR

- **ADMINISTRATION**
  - 1 MANAGER OF TECHNICAL SVC.
    - 2 OFFICE ASSISTANTS III/II
    - 2 OPERATIONS TECHNICIANS
    - 1 SOURCE CONTROL INSPECTOR
- **COLLECTION & DISTRIBUTION SYSTEM**
  - 1 COLL & DIST SYSTEM MANAGER
    - **DISTRIBUTION SYST MAINT**
      - 3 LEAD DIST SYST MAINT WRKRS
      - 11 DIST SYST MAINT WRKRS I/II
    - **COLLECTION SYST MAINTENANCE**
      - 3 LEAD COLL SYST MAINT WRKRS
      - 8 COLL SYST MAINT WRKRS I/II
- **OPERATIONS**
  - 1 CHIEF OF OPERATIONS
    - 4 SR WTR/ WASTEWTR OPRTRS
    - 11 WTR/WASTEWTR OPERATORS/OIT I/II
    - 1 PLANT OPERATOR II
    - 1 PLANT OPS MAINT. WORKER II
    - **LABORATORY**
      - 1 LABORATORY SUPERVISOR
      - 1 LABORATORY TECHNICIAN
- **PLANT & EQUIPMENT MAINENANCE**
  - 1 PLANT & EQUIP MAINT MANAGER
    - 1 LEAD PLANT MECHANICS
      - 9 P & E MAINT MECHANICS
      - 2 PLANT MAINT WORKER
    - 1 LEAD WAREHOUSE CLERK
      - 1 WAREHOUSE CLERK
    - 2 INSTRUMENT TECHNICIANS
    - 1 P & E ELECTRICIAN

DEPARTMENT OF WATER AND WASTEWATER RESOURCES

DEPARTMENT MISSION STATEMENT

The Department of Water and Wastewater Resources team of employees proudly serves the community by providing safe, clean drinking water and protecting the environment by collecting, treating and disposing of wastewater.

CORE SERVICES

Protect Public Health and Safety

Provide safe drinking water to the community and ensure the availability of future supplies. Comply with regulatory mandates associated with the reuse and disposal of wastewater and ensure available capacity for future demands.

Retain Credibility with Our Community, Outside Agencies and Public Stakeholders

Meet customer service expectations by providing the level of effort we would want a family member to receive. Ensure timely, accurate and transparent compliance with all regulatory mandated analyses and testing required by federal and state agencies.

Promote Water Use Efficiency

Provide customers achievable opportunities to conserve water by providing incentives through pricing mechanisms and high-efficiency toilet and washing machine rebates toward achieving Interim Supply Limitation until 2018 of 4.292 million gallons a day demand from the San Francisco Regional Water System.

Ensure Regulatory Compliance

Provide timely comments and actively participate in the development of pending water, wastewater and stormwater regulations. Implement the components of the Sanitary Sewer Management Plan on file with the State Water Resources Control Board to manage occurrences of sanitary sewer overflows, and maintain operations consistent with the National Pollutant Discharge Elimination System permit on file with the State of California.

Efficient Performance of Operation and Maintenance Activities

Preserve the integrity of the public's infrastructure investment through effective preventative, corrective and emergency repairs and replacement activities supported by a viable Capital Improvement Program. Ensure consistent delivery of high-quality, full-public contact Title 22 tertiary treated recycled water to City facilities and existing golf club contractual obligations.

SUPPORT FOR CITYWIDE PRIORITIES

This Department supports citywide priorities through the following:

Economic Development/Revenue Enhancement

- Continue to develop and support programs to meet future water demands of the community.
- Continue to provide timely and accurate reviews and comments for development projects and inspection assistance.
- Preserve potable water supplies for the community through the production and sale of disinfected full-public contact recycled water for irrigation.

Protect Public Health and Safety

- Continue to produce high quality water that meets the California Department of Public Health's Requirements and operate the wastewater plant to produce reusable recycled water and meet the San Francisco's Water Board Permit requirements.

Infrastructure

- Continue to address system-wide maintenance from a proactive preventative standard to lengthen the useful life of pipes, pumps and other departmental assets.
- Continue refinement of groundwater model toward establishing self-yield of 3.43 million gallons per day (MGD) within the groundwater basin.
- Investigate cost-effective technologies.
- Proceed with investigation of improvement alternatives associated with the Vista Grande Drainage Basin Improvement Project.

Government Operations

- Continue to submit accurate, thorough and timely regulatory reports, while maintaining compliance with all permits.
- Continue to proactively negotiate permit terms and conditions associate with wastewater, stormwater and air regulations.
- Respond to requests for service within sixty minutes of notification.
- Maintain department disaster readiness for response to the City's infrastructure for drinking water and wastewater services.
- Active implementation of educational opportunities consistent with revised City webpage content management initiative.

Community/Civic Support

- Continue to develop, educate and distribute stormwater, pollution prevention, water conservation and Integrated Pest Management material and information to schools, business, contractors and residents.
- Provide the opportunity for semi-skilled and unskilled youth to gain work experience and trade skills training as part of the Summer Hire Program outreach to local high schools.
- Continue public outreach activities when requested and to provide tours of the wastewater treatment plant, recycled water facility and Gateway Garden.

DEPARTMENT OF WATER AND WASTEWATER RESOURCES

BIENNIAL BUDGET OUTCOMES

- Delivery of high-quality drinking water meeting all regulatory mandates set forth by the California Department of Public Health.
- Meet the discharge requirements into the Pacific Ocean as set forth under the District's National Pollutant Discharge Elimination System (NPDES) permit in a manner consistent with the public trust and to avoid the imposition of fines and penalties.
- Continued to meet contractual requirements associated with the use of tertiary treated recycled water as a means to preserve the Westside Basin Groundwater Aquifer for potable drinking water supplies.
- Continued delivery of tertiary treated recycled water to serve the irrigation needs for Olympic Club, Lake Merced, San Francisco, Harding Park Golf Clubs and City parks and medians.
- Endeavor to meet the Water Conservation Implementation Plan objectives set forth in partnership with the Bay Area Water Supply and Conservation Agency.
- Address increased Public Education and Awareness expectations set forth by the San Francisco Water Board when enacting the Municipal Regional Stormwater Permit.
- Maintain required state mandated certifications for Operations, Collection and Distribution staff.
- Continue proactive preventative maintenance approach on water and wastewater infrastructure to prolong useful life while continuing to meet public health and safety regulatory requirements.
- Update groundwater monitoring information into the Westside Basin Aquifer Groundwater Model to improve upon the understanding of the available "safe yield" within the basin.
- Initiated update and review of Daly City's anticipated water demands as set forth under the amended 2015 Urban Water Management Plan, due in June 2016, and the City's General Plan update.
- Continued participation with the City of San Bruno, California Water Service Company and the San Francisco Public Utilities Commission to determine the viability of establishing a state-sanctioned Groundwater Management Authority among groundwater pumpers in north San Mateo County.
- Protection from adverse environmental impacts caused from illicit waste discharge through public education, community awareness and source control enforcement consistent with existing sewer use ordinance and expanded requirements established under the Stormwater Municipal Regional Permit.
- Provide certified water and wastewater operator's 24-hours per day, 365 days per year, to monitor and coordinate the water and wastewater systems and to stay in compliance with our NPDES permit.
- Provide standby wastewater collection and water distribution personnel 24-hours per day, 365 days per year, to respond to emergency repairs to the water and wastewater systems, and other community assistance needs.

SIGNIFICANT CHANGES FROM THE PRIOR BIENNIAL BUDGET

- Expanded use of overtime hours to cover vacant shifts and emergency response due to staff retirements and resignations.
- Increased laboratory testing and analysis from regulatory amendments and initiation of hexavalent chromium six monitoring in drinking water system.
- Enhanced use of professional services contracts to address required laboratory coverage and treatment plant shift coverage to ensure full coverage of functional responsibilities.
- Education and training budgets in support of certification incentive program.
- Continued rate volatility in response to mandated targeted conservation efforts and anticipated fixed cost increase on consumable supplies.
- Increased regulatory compliance mandates associated with the renewal of the Stormwater Regional Permit (MRP), Regional Waterboard NPDES and Sanitary Sewer overflow requirements, and drinking water compliance standards from the Division of Drinking Water that now is incorporated with the Regional Waterboard.

DEPARTMENT OF WATER AND WASTEWATER RESOURCES

PERFORMANCE MEASURES

Measures	Actual 2015	Estimate 2016	Projected 2017	Projected 2018
Complete 95% of work orders generated in the month activated	100%	100%	95%	95%
Respond to plan checks, contract specifications, development review within 10 working days 90% of the time	97%	99%	90%	90%
BAWSCA target for high-efficiency washing machine rebates	338	280	350	350
BAWSCA target for high-efficiency toilet rebates	338	280	275	275
Water system coliform samples (26/week) cannot exceed monthly positive detection of five samples. (Regulatory limits ≤ 5/mo.)	1	1	0	0
95% of standby emergency callouts responded to within sixty minutes of notification.	100%	100%	95%	95%
90% of all broken water mains are restored to service within eight hours of notification.	100%	100%	90%	90%
80% of the volume from a sanitary sewer overflow is captured and treated before flowing into the receiving waters of the United States.	37%	80%	80%	80%

CITY OF DALY CITY Department Summary 2016-17/2017-18	WATER & WASTEWATER RESOURCES

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
TAXES	1,558,772	1,713,895	1,740,197	1,833,616	1,932,367
RENTS AND INTEREST	455,064	246,432	249,245	224,521	224,521
CHARGES AND FEES	34,771,932	37,148,507	36,489,569	37,437,728	40,891,653
MISCELLANEOUS REVENUES	457,703	1,359,031	100,067	36,087	36,087
OPERATING TRANSFERS IN	1,469,738	1,503,131	1,543,703	2,141,423	2,203,285
TOTAL REVENUES	$38,713,209	$41,970,996	$40,122,781	$41,673,375	$45,287,913

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	7,957,245	8,075,580	8,526,590	10,152,378	10,490,152
SERVICES AND SUPPLIES	13,112,296	13,449,297	16,836,493	18,372,860	19,098,357
OTHER CHARGES	339,366	356,096	480,979	598,614	660,776
FIXED CHARGES	1,423,159	1,472,790	1,352,972	1,516,829	1,608,996
CAPITAL OUTLAY	95,713	153,973	475,964	587,337	534,926
OPERATING TRANSFERS OUT	3,131,551	3,209,529	3,239,298	3,937,577	3,483,836
DEBT SERVICE	202,141	186,375	174,457	158,015	135,882
DEPRECIATION	3,344,649	3,981,183	3,965,267	3,832,323	3,779,713
TOTAL EXPENDITURES	$29,606,120	$30,884,823	$35,052,020	$39,155,933	$39,792,638

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	SANITATION DISTRICT	87
	Department	WATER & WASTEWATER RESOUR	380
	Program:	WATER & WASTEWATER ADMIN	370

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
OPERATING TRANSFERS IN	723,862	729,950	747,964	762,900	778,100
TOTAL REVENUES	$723,862	$729,950	$747,964	$762,900	$778,100

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,439,710	1,368,752	1,353,423	1,494,333	1,577,838
SERVICES AND SUPPLIES	45,848	54,082	83,728	220,161	113,500
OTHER CHARGES	13,119	14,331	11,700	13,264	16,007
FIXED CHARGES	175,680	187,936	173,384	135,525	137,162
CAPITAL OUTLAY	0	0	0	9,925	0
OPERATING TRANSFERS OUT	143,870	138,955	138,955	144,235	144,956
TOTAL EXPENDITURES	$1,818,227	$1,764,056	$1,761,190	$2,017,443	$1,989,463

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	WATER UTILITY	41
	Department	WATER & WASTEWATER RESOUR	381
	Program:	WATER OPERATIONS	371

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	113,021	67,036	66,685	51,419	51,419
CHARGES AND FEES	18,095,452	18,731,931	16,986,410	18,349,459	19,959,843
MISCELLANEOUS REVENUES	364,138	1,175,676	15,000	2,700	2,700
OPERATING TRANSFERS IN	0	0	0	540,856	586,255
TOTAL REVENUES	$18,572,611	$19,974,643	$17,068,095	$18,944,434	$20,600,217

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	718,470	813,275	626,281	917,291	945,839
SERVICES AND SUPPLIES	6,407,831	6,991,940	9,621,665	9,946,713	10,492,213
OTHER CHARGES	97,207	108,729	128,171	151,328	162,526
FIXED CHARGES	87,390	97,406	89,541	116,948	128,538
CAPITAL OUTLAY	0	20,475	200,799	255,000	205,000
OPERATING TRANSFERS OUT	1,816,516	1,853,943	1,889,904	1,964,709	1,982,994
DEBT SERVICE	131,192	120,875	111,250	100,450	84,100
DEPRECIATION	1,241,119	1,235,891	1,227,019	1,138,831	1,117,010
TOTAL EXPENDITURES	$10,499,725	$11,242,534	$13,894,630	$14,591,270	$15,118,220

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	WATER UTILITY	41
	Department	WATER & WASTEWATER RESOUR	382
	Program:	DISTRIBUTION SYSTEM	375

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
MISCELLANEOUS REVENUES	39,613	63,583	43,863	0	0
TOTAL REVENUES	$39,613	$63,583	$43,863	$0	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,317,131	1,120,819	1,333,063	1,523,900	1,570,163
SERVICES AND SUPPLIES	309,473	273,631	395,048	355,191	356,394
OTHER CHARGES	6,249	12,196	4,920	18,135	19,906
FIXED CHARGES	369,660	311,496	285,064	333,881	347,548
CAPITAL OUTLAY	123,932	130,476	147,069	159,212	166,016
OPERATING TRANSFERS OUT	249,918	249,927	249,918	679,491	260,721
TOTAL EXPENDITURES	$2,376,363	$2,098,545	$2,415,082	$3,069,810	$2,720,748

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	SANITATION DISTRICT	87
	Department	WATER & WASTEWATER RESOUR	920
	Program:	SANITATION DISTRICT	105

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
TAXES	1,558,773	1,713,895	1,740,197	1,833,616	1,932,367
RENTS AND INTEREST	342,042	179,396	182,560	173,102	173,102
CHARGES AND FEES	16,676,480	18,416,575	19,503,159	19,088,269	20,931,810
MISCELLANEOUS REVENUES	1	14,423	0	0	0
TOTAL REVENUES	$18,577,296	$20,324,289	$21,425,916	$21,094,987	$23,037,279

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	11,047	7,029	3,514	17,000	17,000
SERVICES AND SUPPLIES	374,852	374,615	387,208	533,192	541,032
OTHER CHARGES	62,716	64,157	69,042	71,083	74,133
FIXED CHARGES	2,404	2,857	2,619	3,068	3,068
OPERATING TRANSFERS OUT	190,260	190,485	190,485	197,723	198,712
DEBT SERVICE	70,949	65,500	63,207	57,565	51,782
DEPRECIATION	2,103,530	2,745,292	2,738,249	2,693,491	2,662,702
TOTAL EXPENDITURES	$2,815,758	$3,449,935	$3,454,324	$3,573,122	$3,548,429

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
MISCELLANEOUS REVENUES	19,304	41,956	0	0	0
TOTAL REVENUES	$19,304	$41,956	$0	$0	$0

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,712,360	1,733,605	1,873,209	2,019,147	2,072,653
SERVICES AND SUPPLIES	5,079,220	4,903,007	5,144,447	5,894,591	6,186,178
OTHER CHARGES	124,343	122,741	214,751	277,708	319,065
FIXED CHARGES	216,361	226,624	207,974	295,931	329,182
CAPITAL OUTLAY	-13,123	0	0	0	0
OPERATING TRANSFERS OUT	307,141	311,843	307,141	319,449	321,046
TOTAL EXPENDITURES	$7,426,302	$7,297,820	$7,747,522	$8,806,826	$9,228,124

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	SANITATION DISTRICT	87
	Department	WATER & WASTEWATER RESOUR	383
	Program:	PLANT & EQUIPMENT MAINTENANCE	373

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
MISCELLANEOUS REVENUES	5,065	1,980	1,204	8,387	8,387
OPERATING TRANSFERS IN	548,453	585,881	598,317	600,000	600,000
TOTAL REVENUES	$553,518	$587,861	$599,521	$608,387	$608,387

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	1,572,923	1,760,291	1,920,088	2,462,574	2,532,977
SERVICES AND SUPPLIES	468,243	441,849	585,981	729,300	710,260
OTHER CHARGES	24,177	22,603	29,353	43,313	43,313
FIXED CHARGES	172,895	219,433	202,038	225,144	234,549
CAPITAL OUTLAY	-13,318	387	124,900	139,000	139,500
OPERATING TRANSFERS OUT	229,297	260,148	260,148	342,877	271,384
TOTAL EXPENDITURES	$2,454,217	$2,704,711	$3,122,508	$3,942,208	$3,931,983

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
OPERATING TRANSFERS IN	197,422	187,300	197,422	237,666	238,930
TOTAL REVENUES	$197,422	$187,300	$197,422	$237,666	$238,930

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	228,989	201,079	200,254	264,543	273,097
SERVICES AND SUPPLIES	253,880	237,202	344,998	395,192	398,648
OTHER CHARGES	3,646	2,045	3,196	6,414	6,353
FIXED CHARGES	34,672	35,912	33,116	30,509	33,087
CAPITAL OUTLAY	-6,054	0	0	0	0
OPERATING TRANSFERS OUT	34,539	36,020	34,539	37,389	37,576
TOTAL EXPENDITURES	$549,672	$512,258	$616,103	$734,047	$748,761

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund:	SANITATION DISTRICT	87
	Department	WATER & WASTEWATER RESOUR	382
	Program:	COLLECTION SYSTEM	376

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
MISCELLANEOUS REVENUES	29,581	61,413	40,000	25,000	25,000
TOTAL REVENUES	$29,581	$61,413	$40,000	$25,000	$25,000

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimatec	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	956,620	1,070,729	1,216,759	1,453,589	1,500,584
SERVICES AND SUPPLIES	172,949	172,969	273,419	298,522	300,133
OTHER CHARGES	7,908	9,294	19,846	17,370	19,474
FIXED CHARGES	364,097	391,127	359,237	375,826	395,864
CAPITAL OUTLAY	4,277	2,636	3,196	24,200	24,410
OPERATING TRANSFERS OUT	160,009	168,208	168,208	251,704	266,447
TOTAL EXPENDITURES	$1,665,860	$1,814,963	$2,040,665	$2,421,211	$2,506,912

Classification	Range	FY 2015	FY 2016	FY 2017	FY 2018
Water/Wastewater Admin 87-380-370					
Director Water/Wastewater Resources	M440	1.00	1.00	1.00	1.00
Technical Services Manager	U104	1.00	1.00	1.00	1.00
Senior Management Analyst	U074	1.00	1.00	1.00	1.00
Source Control Inspector	U052	1.00	1.00	1.00	1.00
W/W Operations Technician	X052	2.00	2.00	2.00	2.00
Office Assistant III	Z026	1.00	1.00	1.00	1.00
Office Assistant II	Z022	1.00	1.00	1.00	1.00
		8.00	8.00	8.00	8.00
Water Operations 41-381-371					
Senior Water/Wastewater Operator	W059	2.00	2.00	-	-
Water/Wastewater Operator II	W048	5.00	5.00	5.00	5.00
		7.00	7.00	5.00	5.00
Wastewater Operations 87-381-372					
Chief of Operations	U096	1.00	1.00	1.00	1.00
Senior Water/Wastewater Operator	W059	2.00	2.00	4.00	4.00
Water/Wastewater Operator II	W048	6.00	6.00	6.00	6.00
Plant Operator II	W042	1.00	1.00	1.00	1.00
Plant Operations Maint Worker II	X030	1.00	1.00	1.00	1.00
		11.00	11.00	13.00	13.00
Plant & Equipment Maintenance 87-383-373					
Plant & Equip Maintenance Supervisor	U091	1.00	1.00	1.00	1.00
Instrument Technician	P062	2.00	2.00	2.00	2.00
Lead Plant & Equip Maint Mechanic	U054	1.00	1.00	1.00	1.00
P & E Maintenance Electrician	X051	1.00	1.00	1.00	1.00
P & E Maintenance Mechanic	P044	9.00	9.00	9.00	9.00
Lead Warehouse Clerk	X038	1.00	1.00	1.00	1.00
Warehouse Clerk	X033	1.00	1.00	1.00	1.00
Plant Maintenance Worker I	X025	2.00	2.00	2.00	2.00
		18.00	18.00	18.00	18.00
Laboratory 87-381-374					
Laboratory Supervisor	U060	1.00	1.00	1.00	1.00
Laboratory Technician	U041	1.00	1.00	1.00	1.00
		2.00	2.00	2.00	2.00
Distribution System 41-382-375					
Distribution System Field Supervisor	X044	3.00	3.00	3.00	3.00
Water Maintenance Worker II	X030	11.00	11.00	11.00	11.00
		14.00	14.00	14.00	14.00
Collection System 87-382-376					
Collection & Distribution System Manager	U091	1.00	1.00	1.00	1.00
Collection System Field Supervisor	X044	3.00	3.00	3.00	3.00
Collection Sys Maintenance Worker II	X030	8.00	8.00	8.00	8.00
		12.00	12.00	12.00	12.00
		72.00	72.00	72.00	72.00

NONDEPARTMENTAL REVENUE/EXPENSE

PROGRAM DESCRIPTION

Nondepartmental revenues and expenditures are those activities not specifically attributable to General Fund departments. Included herein are the City's major tax revenues, such as property tax, sales tax, and utility users' tax. Interfund overhead reimbursements are also included.

Expenditures for retiree benefits, County administration fees and contributions to other funds, as well as a provision for contingency funding, are some major budgeted items.

The responsibility for monitoring and controlling these revenues and expenditures lies with the City Manager's Office and the Department of Finance and Administrative Services.

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	GENERAL FUND	01
	Department:	N/A	031
	Program:	NONDEPARTMENTAL	031

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
TAXES	53,332,370	55,874,067	55,637,245	56,350,315	57,467,021
LICENSES AND PERMITS	209,277	246,421	268,098	245,102	245,283
RENTS AND INTEREST	852,039	610,184	558,399	563,580	569,216
FROM OTHER AGENCIES	18,615	750,607	206,740	15,150	15,302
CHARGES AND FEES	250,141	250,173	250,000	12,500	12,500
MISCELLANEOUS REVENUES	3,315,565	3,855,733	3,503,953	2,355,250	1,605,503
OPERATING TRANSFERS IN	3,063,261	3,156,123	2,639,417	2,739,715	2,753,414
TOTAL REVENUES	$61,041,268	$64,743,308	$63,063,852	$62,281,612	$62,668,239

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SALARIES AND BENEFITS	3,998,292	2,659,330	2,196,224	2,629,931	2,726,205
SERVICES AND SUPPLIES	86,057	134,227	121,112	122,928	124,772
OTHER CHARGES	290,341	4,134,703	1,384,186	1,060,199	1,065,310
CAPITAL OUTLAY	0	0	0	0	0
OPERATING TRANSFERS OUT	3,487,386	2,050,303	564,009	989,012	1,046,556
TOTAL EXPENDITURES	$7,862,076	$8,978,563	$4,265,531	$4,802,070	$4,962,843

PERS Bonds

PROGRAM DESCRIPTION

This program is used to account for the debt service on pension obligation bonds issued by the City in June 2004. Interfund service charges equal to the annual debt service are assessed based on a level percent of payroll. Bonds were issued through the California Statewide Communities Development Authority in the original principal amount of $36,235,000 to fund the City's accrued actuarial pension liability. The bonds bear interest at rates varying from 2.65 to 5.896 percent, which is substantially below the 7.75 percent interest rate CalPERS would have charged to the City's pension plan in 2004 if the bonds had not been issued. Present value saving to the City was estimated at over $7 million at the time the bonds were issued.

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	RETIREMENT CONTRIBUTIONS	03
	Department:	N/A	031
	Program:	NONDEPARTMENTAL	031

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	24	29	20	20	20
CHARGES AND FEES	3,046,112	3,253,338	3,480,030	3,545,968	3,678,921
OPERATING TRANSFERS IN	3,000,000	1,507,643	0	0	0
TOTAL REVENUES	$6,046,136	$4,761,010	$3,480,050	$3,545,988	$3,678,941

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	6,972	6,757	6,513	7,000	7,000
PRINCIPAL	1,430,000	1,625,000	1,840,000	2,070,000	2,325,000
INTEREST	1,732,203	1,653,854	1,571,808	1,468,988	1,346,941
TOTAL EXPENDITURES	$3,169,175	$3,285,611	$3,418,321	$3,545,988	$3,678,941

CIVIC CENTER ENTERPRISE FUND

PROGRAM DESCRIPTION

The Civic Center Enterprise Fund was created in March 1992 to account for the City's acquisition and improvement of commercial properties for use as additional governmental office buildings in the Civic Center Area. Two buildings are presently in the Enterprise Fund, Civic Center South located at 271 - 92nd Street and Civic Center North located at 350 – 90th Street (purchased in 1996).

All rentals and other income, expenditures and transfers for capital outlays are shown in this fund.

CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	CIVIC CENTER	43
	Department:	N/A	031
	Program:	NONDEPARTMENTAL	031

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	873,388	994,987	662,398	646,258	966,587
MISCELLANEOUS REVENUES	48,684	49,400	52,364	51,235	52,260
TOTAL REVENUES	$922,072	$1,044,387	$714,762	$697,493	$1,018,847

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	118,120	116,237	117,375	133,379	139,404
FIXED CHARGES	514,518	527,141	483,241	517,491	519,322
OPERATING TRANSFERS OUT	132,501	204,025	57,359	59,539	59,837
DEPRECIATION	190,694	190,694	190,694	190,694	190,694
TOTAL EXPENDITURES	$955,833	$1,038,097	$848,669	$901,103	$909,257

TRANSFER STATION

PROGRAM DESCRIPTION

The City-owned Transfer Station provides for the transfer of refuse from collection vehicles to larger trucks for transport to a final disposal site. Allied Waste Services, Incorporated, the City's franchised solid waste and recycling solutions company leased and operated the Transfer Station. Under Franchise Agreement with Allied Waste, the City receives reimbursement for Utility Billing staff to administrate the contract and funding towards the City's Sustainability program driven by the City Manager's Office..

GOAL

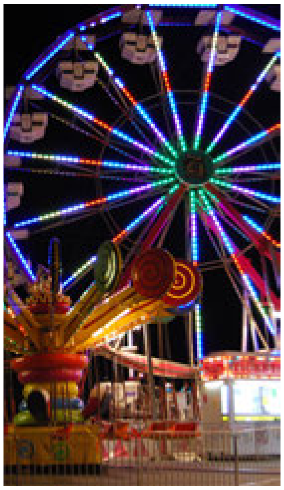
To oversee an efficient, environmentally safe and cost-effective means for transferring refuse from the City of Daly City to a final disposal site.

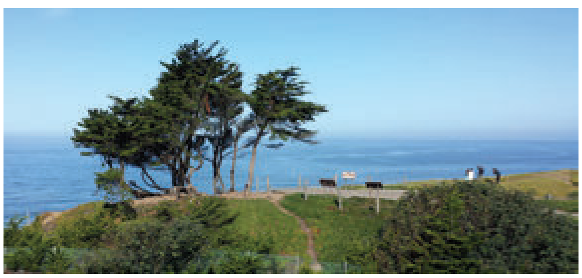
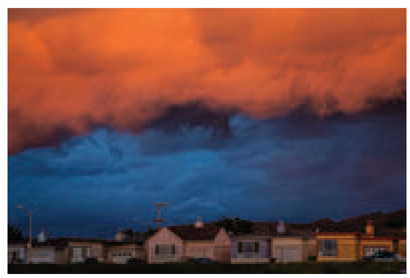
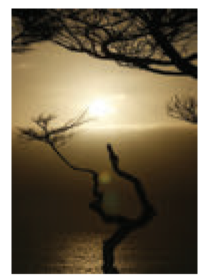
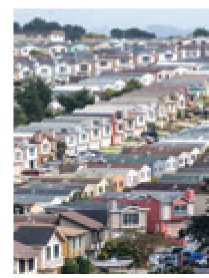
CITY OF DALY CITY Biennial Budget 2016-17/2017-18			
	Fund	MUSSEL ROCK TRANSFER STAT	45
	Department:	N/A	030
	Program:	TRANSFER STATION	390

REVENUES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
RENTS AND INTEREST	375,000	375,000	312,500	0	0
CHARGES AND FEES	96,847	94,319	78,600	94,320	94,320
MISCELLANEOUS REVENUES	0	461,324	0	0	0
OPERATING TRANSFERS IN	0	75,000	0	0	0
TOTAL REVENUES	$471,847	$1,005,643	$391,100	$94,320	$94,320

EXPENDITURES	2013-14 Actual	2014-15 Actual	2015-16 Estimated	2016-17 Requested	2017-18 Requested
SERVICES AND SUPPLIES	134,017	144,495	8,960	0	0
FIXED CHARGES	2,832	2,850	0	0	0
OPERATING TRANSFERS OUT	471,847	470,856	0	94,320	94,320
DEPRECIATION	29,607	29,607	25,000	0	0
TOTAL EXPENDITURES	$638,303	$647,808	$33,960	$94,320	$94,320

City of Daly City



Comprehensive Biennial Capital Budget

Fiscal Years 2017 and 2018

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June 2016

Honorable Mayor and Members of the City Council
Citizens of Daly City

I am pleased to submit the City of Daly City's Capital Improvement Plan (CIP) for fiscal years (FY) 2017 and 2018. This is a modest plan that addresses our most pressing deferred maintenance needs. The overall focus of this capital improvement plan is to repair, maintain, rehabilitate, or reconstruct existing infrastructure.

The total budget for FY2017 and FY2018 are $14.9 million and $13.1 million, respectively.

Proposed New Appropriations by Fund

Fund	FY2017	FY2018	Total
General Capital	$ 4,568,000	$ 3,703,000	$ 8,271,000
Transportation	$ 3,598,000	$ 2,842,000	$ 6,440,000
Water	$ 2,510,000	$ 3,176,000	$ 5,686,000
Sanitation	$ 4,257,000	$ 3,391,000	$ 7,648,000
Total	$ 14,933,000	$ 13,112,000	$ 28,045,000

General Capital Fund

The General Capital Fund includes major maintenance of facilities including HVAC and roof replacements, elevator modernization, and generator replacements. In general, staff strives to extend the lifecycle/useful life of facilities and assets; thus, full-scale replacement is only recommended when replacement parts or equipment is unattainable. The few park projects that are included are either funded with proposed grants or Park-In-Lieu fees and Police Station improvements, not including the locker room upgrade project, are funded with Asset Forfeiture Funds, should they become available. The Mussel Rock Landfill has and will continue to put considerable strain on the General Fund. Mussel Rock projects over the next two fiscal years will cost the City approximately $1.8 million, and include decommissioning the transfer station, maintaining and monitoring the landfill site, and installing improvements in response to ever increasing regulatory mandates.

Transportation Fund

The largest share of the Transportation Fund is dedicated to the City's Pavement Preservation Program. The City believes that by focusing on preventative maintenance through the application of slurry seals it will reduce the frequency of pavement rehabilitation projects in the future. In addition, we have allocated funds for bicycle and pedestrian improvements and are pleased to report success in securing grants to fund these types of projects.

Water Fund

There are several factors impacting the revenue available for capital projects. First, new in this budget is the implementation of an emergency operating reserve, which is equivalent to 120 days of operations. The second factor is the reduction of water purchases experienced as a result of water conservation brought on by extended drought conditions. For FY2016, revenues came in approximately $2 million under budget. The projects in the Water Fund are divided into three categories: water supply/water quality, pipelines and facility reliability.

Sanitation Fund

Similar to the Water Fund, the North San Mateo County Sanitation District is implementing emergency operating reserves in the Sanitation Fund equivalent to 120 days of operations. The Sanitation Fund continues to include capital reserves restricted to major emergency repairs associated with the Wastewater Treatment Plant. The projects in the Sanitation Fund are divided into four categories: facility improvement, system reliability, stormwater protection, and pipelines. Most of the projects in the CIP are centered on repairing and maintaining the aging plant and infrastructure. A continuing project in the CIP is the installation of trash collectors in the storm drain system, which addresses regulatory requirements. In addition, a project that will have long-term cost implications is the Vista Grande Drainage Basin. A detailed financial plan will need to be developed in order to deliver this proposed project.

Significant Changes from the Prior CIP

Before preparing the CIP, staff reviewed and evaluated past plans and processes and made recommended changes for developing the CIP. Due to the City's limited financial resources, staff created new comprehensive criteria to justify every project in the CIP. Information regarding the criteria used to justify projects can be found in the general information section of the CIP.

The City is placing a greater focus on financial sustainability and long-term strategic planning. There are several projects dedicated to strategic planning and financial forecasting such as the Parks & Open Space Master Plan, Bicycle & Pedestrian Master Plan, Information Technology Master Plan, and the Building & Facilities Assessment.

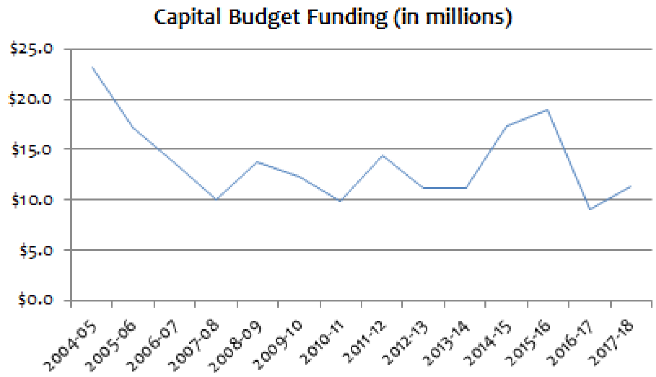
Likewise, we have retitled funds to better align with the types of projects that are included in the fund. For example, we changed the title of the Gas Tax Fund to Transportation Fund and consolidated Major Facility Improvements Fund and Capital Outlay Fund and retitled it General Capital Fund.

In an effort to be more efficient and have the CIP focus on projects that are one-time in nature, the minimum threshold for the capital project value changed from $5,000 to $50,000. As a result some departments will see their operational budgets increase to account for ongoing repairs or maintenance of a recurring nature. Finally, the CIP has been reviewed by the City's Planning Commission for conformance to the City's General Plan.

Declining Capital Funds

Unfortunately, the Capital Improvement Program has continued to see declining revenue as illustrated in the below chart:

Declining Capital Funds



With a pay-go-funding model, projects are implemented when funds have been saved over time. According to the chart above, significant investments occurred in FY2004-05, and included the War Memorial Community Center, John Daly Library, and the Bayshore Community Center and Library. Given the pressures on the General Fund (GF), staff does not project having any additional General Fund surplus to replenish the General Capital Fund. Likewise, with the growing increase of electric/hybrid vehicles and greater fuel efficiency, we project that gas tax revenue will decline over time, which would impact the Transportation Fund.

The Water and Sanitation Funds are also experiencing declining or stagnant revenue, despite adopted rate increases. For example, the Water Fund experienced an estimated $2 million decrease in revenue as a result of ratepayers purchasing less water – one of the impacts of water conservation. We continue to see greater expenditure pressures placed on the Sanitation Fund due to federal and state mandates and overall increasing operational costs.

The City is also seeing construction costs outpace inflation, making it more expensive to invest in capital improvements. Daly City is not unique in this regard; all governments across the nation have less buying power for capital projects.

With limited revenues, we have had to prioritize operating expenditures and deferred capital expenditures to future years. The preliminary building and facility assessment conducted by staff estimates $5.3 million in unfunded maintenance and repair projects. Below are examples of projects we have to delay:

• Doelger Art Center (boiler, roof, heaters)	$500,000
• Doegler Senior Center (roof, kitchen appliances, piping)	$1,200,000
• Lawson Hall (flooring, siding, stairway)	$165,000
• Westlake Gym (flooring, piping roof, kitchen appliances)	$245,000
• Teglia Community Center (furnace, exhaust fan)	$28,000
• War Memorial (kitchen appliances, flooring)	$123,000
• Bayshore Community Center (flooring)	$93,000

Since the “Great Recession,” the City has had to reduce its operational costs, especially in building/facility maintenance and parks/grounds maintenance staff. However, there has been no subsequent reduction of facilities and assets to maintain. The nine (9) Building Maintenance Division staff are responsible for the maintenance and repair of 50 facilities that total an estimated 412,245 square feet of building space. Additionally, they are responsible for the maintenance and repair of all hardscape items in 31 parks, and along the public right-of-ways, for example, benches, fencing, playground equipment, and exterior area lighting in City parks and facilities.

The Parks Maintenance Division employs 14 staff to maintain 31 parks, landscape around 21 City buildings, and areas of open space estimated at 178 acres. Additionally, the Parks Division provides landscaping maintenance to an estimated 26 acres of medians and right-of-ways.

To bring levels of service back to industry standards, it would cost an additional $2 million to the General Fund. In addition, to meet industry standards for the CIP, the City would need to reinvest on average, 2.5% of our facilities’ replacement values into major maintenance efforts on an annual basis. Needless to say, the City struggles to meet these standards.

While we would prefer to provide a higher level of service throughout the City, we provide what we can afford to provide. This CIP exercises fiscal discipline and addresses the City’s most pressing needs. We recognize that the challenges we face are continuing to increase; however, staff remains committed to finding creative ways to preserve capital assets and to address the City’s growing capital needs.

Respectfully submitted,

Patricia E. Martel

Patricia E. Martel
City Manager

General Information

I. What is the Capital Improvement Program?

The Capital Improvement Program (CIP) is a multi-year plan used to coordinate the financing and timing of major public improvements for the City of Daly City. It contains a list of capital projects proposed for the City within the next 10 years and reflects the recommendations of citizens, City Council, boards, commissions, and staff from each of the City's departments. The CIP identifies each proposed project and presents a summary description, estimate of cost, method of financing, and a schedule of implementation. The Capital Improvement Program constitutes a rational plan for preserving, as well as adding to the capital assets of the City.

II. What is the difference between the Capital Improvement Program and the Capital Budget?

The first two years of the CIP is the approved Capital Budget. The Capital Budget consists of those capital projects which, through the Council meeting process and in accordance with State law, are biennially approved and funded. However, projects slated for subsequent years in the proposed CIP serve on a planning basis only, and do not receive ultimate spending authority until they are incorporated into a capital budget and approved by City Council.

III. How is the Operating Budget Related to the Capital Budget?

The City of Daly City prepares a Capital Budget separate from the Operating Budget, yet the two are closely linked. The biennial Operating Budget provides for general municipal service delivery, including personnel service costs, supplies and other contractual services, and certain capital equipment. Revenues for the Operating Budget are derived primarily from recurring taxes, intergovernmental sources, and user fees. Appropriations to the annual Operating Budget are for a single fiscal year.

In contrast, the Capital Budget is a multi-year budget designed to expend monies which add to the physical assets of the City. Capital projects typically require expenditures which take place beyond a single fiscal year; funding with debt because of significant costs to be shared by current and future beneficiaries; systematic acquisition over an extended period of time in order to implement major operating systems or programs; and scheduled replacement or maintenance of specific elements of physical assets. Revenues for capital projects are most often derived from restricted funds such as gas tax, federal, state, and local grants (when available), some General Fund monies, and sometimes, from the sale of municipal bonds (borrowing). For a complete list of revenue sources see page 5.

Notwithstanding the differences between the two, the Operating and Capital Budgets are closely interwoven inasmuch as operating costs related to capital projects need to be estimated and provided for in the Operating Budget. Many capital projects, such as projects to construct new buildings, have an impact on the operating costs of those facilities once opened. City practice is to attempt to project the net effect a capital project will have on the operating budget. Maintenance and repair costs may be lower in a new or remodeled facility, but it may cost more to run the larger facility as well. In addition, some capital projects are financed through municipal debt; repayment of that debt becomes part of the operating budget as well as the City's fiscal forecasting models. The necessity to incur some degree of debt in order to finance the Capital Improvement Program carries with it the burden to effectively manage that debt within the City's financial resources.

IV. Why do we need a CIP?

The CIP provides a means of coordinating and centralizing the capital project requests of various departments and agencies, thus eliminating wasteful overlap, duplication, and delay. It focuses attention on the City of Daly City's goals and financial capability by comprehensively considering not only what capital projects the City of Daly City needs, but equally as important, what it can afford. Additionally, the formalized process allows more time for the study of projects, encourages public discussion of proposed undertakings, and allows City residents the opportunity to provide input, advice and recommendations with respect to proposed projects and expenditures.

I. Relationship of Public Facility Fees to the CIP

Needed public facility and infrastructure improvements identified in AB1600 studies are incorporated into the City's Capital Improvement Plan in the form of specific capital projects. The projects identified are based on the need for new public facilities triggered from new development. These projects are segregated as "Public Facility Fees," which are fees collected from developers or owners who construct new projects or additions/remodels to existing property.

II. Defining Capital Assets and Capital Projects

A CIP project or asset is generally defined with the following characteristics:

- A capital asset is a new or rehabilitated asset that is of a non-recurring nature, has a useful life of at least ten (10) years or extends the useful life of an existing asset by five years or more, and is of significant value. Examples include the purchase of asset management software and the annual street slurry seal project because it extends the life of a street by five (5) to seven (7) years.
- Capital projects undertaken to acquire capital assets are differentiated from ordinary repairs or maintenance of a recurring nature. Examples of capital projects include land acquisitions, construction or major improvements to public buildings, road construction, the acquisition of large equipment, and the acquisition of software with a higher level of significance.
- A capital project is any one or a combination of major maintenance or alteration to a City facility or City infrastructure costing more than $50,000, equipment purchases over $10,000 (not including fleet maintenance and purchase), and any design and/or construction of a remodeled or new facility.
- Projects submitted must exceed these thresholds in value to qualify for inclusion in the *City of Daly City's Capital Program*.
- Fleet maintenance and purchase, as well as small equipment and tools valued under $10,000 and assets that are recurring in nature, are considered capital expenditures within the Operations Budget. If the budget request is approved, the requesting department would see the revenue reflected in their Operations Budget.

III. CIP Maintenance and Operating Costs

CIP projects, as approved by the City Council, shall have a funding plan for maintenance and operating costs identified in the project description. These costs will be included in the City's long-term financial planning.

IV. Preserve Existing Capital Infrastructure Before Building New Facilities

The City's policy is to ensure that adequate resources are allocated to preserve the City's existing infrastructure before targeting resources toward building new facilities that also have maintenance obligations. This policy addresses the need to protect the City's historical investment in capital facilities and to avoid embarking on a facility enhancement program which, together with the existing facilities, the City cannot afford to adequately maintain.

V. New Facilities Should be of High Quality, Low Maintenance, Least Cost

The intent of this policy is to guide the development and execution of the CIP Plan through an emphasis on lowest life-cycle cost. Projects should only be built if the necessary funding to operate them is provided. Also, priority is given to remodeled or new facilities that have minimal ongoing maintenance costs so as to limit the impact upon both the CIP and the operating budget.

VI. Balanced CIP Plan and Fund Balance

The CIP Plan is a balanced two-year plan. This means that for the entire two-year period, revenues will be equal to project expenditures in the plan. The fund balance policy is in keeping with the General Fund reserve policy and strives to maintain a CIP fund balance of approximately 15 percent or higher of total expenditures.

VII. Pay-As-You-Go

The City prefers to fund capital projects through pay-as-you-go financing (Paygo). Capital projects are not funded with borrowed money or new revenues, but by saving usually from unspent General Fund surplus or other fund balances. These savings are categorized as "one-time" revenue and are well suited for one-time capital investments.

VIII. Use of Debt in the CIP

The CIP is viewed as a long-term program that will continually address capital requirements far into the future. As such, the use of long-term debt or Certificates of Participation (COPs) should be minimized. There may be exceptions to this policy for extraordinary circumstances, where voted or non-voted long-term debt must be issued to achieve major City goals that otherwise could not be achieved, or would have to wait an unacceptably long time. Issuance of long-term debt must receive City Council authorization.

CAPITAL PROJECT CRITERIA

The following criteria are intended to be used when identifying projects for the Capital Improvement Program. Given the City's limited financial resources, projects addressing multiple criteria will have a competitive advantage over projects meeting single criteria. These are not in any particular order or weighted.

Council or Community Priority	The Council or public may have expressed a desire for a project through a master planning process or some other outreach process. Ex: the community may have identified a project, such as streetlight or play structure replacement as a high priority.
Dedicated Funds	Some projects have dedicated or grant funding sources that can only be used for specific capital investments. Ex: stormwater projects or housing projects tend to fit into this category.
Economic Benefit	A project may help to leverage the private investment of an area. Ex: funding undergrounding of streetlights could improve the aesthetics of a business district as well as upgrade the infrastructure.
Efficiency	Projects which substantially improve the quality of service while at the same time reduce operating cost, or eliminate obsolete and inefficient facilities or equipment. Ex: implementing a new software system could streamline a process, save time and improve customer service.
General Plan / Impact Mitigation	Having alignment and consistency with the City's General Plan is important. In addition, projects may need to address mitigation for either private or public investments. Ex: replacing a four-way stop with a traffic signal or improving signalization.
Legal	State or federal mandates or regulatory requirements may require that a particular project by implemented. Ex: installing curb ramps as part of street overlay projects.
Need	The project should alleviate identified problems/deficiencies and/or address growing demands. Ex: community center is obsolete and needs to be expanded, renovated or reconstructed to meet demand.
Preserve Assets	Some projects may focus on preventive maintenance versus corrective or deferred maintenance, which would preserve and maintain the asset as well as reduce or eliminate future replacement costs. Ex: slurry seal projects are intended to expand the lifecycle of a street.
Safety	The benefit to the environment, safety or public health of the community should be evaluated. Ex: streets with documented evidence of safety hazards should be given higher priority treatment.

FUND DESCRIPTIONS & SOURCES

The City's Capital Improvement Program includes four capital funds, including:

I. Streets/Traffic Fund (Fund 17)

These projects are categorized into annual programs (i.e., sidewalk repairs), pavement maintenance projects, traffic control projects (i.e., traffic upgrades), and other projects, which includes significant roadway improvements. These projects are largely funded by Gas Tax and Measure A funds, as well as federal transportation funds and various state grants.

II. General Capital Fund (Funds 31 & 33)

In the General Capital fund projects include buildings and facilities such as libraries and parks and are generally categorized by the department receiving the upgrades and improvements. Funding for these projects is primarily from the General Fund from one-time funds, and includes developer and park-in-lieu fees with restricted use.

III. Water Utility Fund (Fund 41)

Projects in the Water Utility Fund are categorized into annual programs (i.e., fire flow improvements), system improvements/operations (i.e., upgrades and improvements), and master plan projects. These projects are funded through the water utility rates.

IV. Sanitation Fund (Fund 87)

Projects in the Sanitation Fund are categorized into annual programs (i.e., storm and sewer repair) and system improvements/operations (i.e., upgrades and improvements) and are funded by the North San Mateo County Sanitation District through sewer service charges.

FUND SOURCES

The following table summarizes all of the revenue sources for the CIP. Most of the revenues are restricted; the only discretionary fund is the General Fund.

Funding Sources	Uses	Primary Source of Funds
General CIP Fund	Capital Projects	General Fund
Measure A	Street resurfacing, transportation projects	One-half cent sales tax
Gas Tax	Street, traffic signal, and some median maintenance	State gasoline tax
Measure M	Pavement maintenance projects	Vehicle registration in San Mateo County
Water Fund	Improvements and repairs to the water distribution system, the maintenance of pump stations, wells and reservoirs, the acquisition of new equipment and construction of new facilities as required.	Water rates
Fees		
a. Public Facilities Fee	Construction of new public buildings or the addition to or major renovation of existing buildings and recreation facilities.	Developer impact fees
b. Public, Education, Governmental Access Fee (PEG	Reserved for cable, broadcasting equipment	Cable provider fees
c. Solid Waste Franchise Fee	Dedicated for solid waste/diversion activities	Solid waste provider fees
Sanitation District	Improvements and repairs to sewer mains, the maintenance of sewage lift stations, maintenance of Wastewater Treatment Plant, acquisition of new equipment and construction of new facilities as required.	North San Mateo County Sanitation District, a subsidiary district of the City of Daly City
Grants	Varies depending on the requirements.	Federal, state, and local depending on availability

CITY OF DALY CITY

CIP PROPOSALS WORKBOOK - FUND BALANCES, FISCAL YEAR END

FUND SOURCE	TYPE	BEG. BALANCE	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E
1-TRANSPORTATION (FUND 17)												
GAS TAX	REVENUES											
	APPROPRIATIONS											
	ENDING BALANCE	-	-	-	-	-	-	-	-	-	-	-
MEASURE A	REVENUES	5,218,829		1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000
	APPROPRIATIONS		-	3,298,000	2,542,000	3,314,000	2,766,000	3,194,000	2,759,000	2,816,000	3,008,000	2,980,000
	ENDING BALANCE	5,218,829	5,218,829	3,820,829	3,178,829	1,764,829	898,829	(395,171)	(1,254,171)	(2,170,171)	(3,278,171)	(4,358,171)
MEASURE M	REVENUES	300,000		300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
	APPROPRIATIONS		-	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
	ENDING BALANCE	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
SUBTOTAL	REVENUES	5,518,829	-	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
	APPROPRIATIONS		-	3,598,000	2,842,000	3,614,000	3,066,000	3,494,000	3,059,000	3,116,000	3,308,000	3,280,000
	ENDING BALANCE	5,518,829	5,518,829	4,120,829	3,478,829	2,064,829	1,198,829	(95,171)	(954,171)	(1,870,171)	(2,978,171)	(4,058,171)
2-WATER (FUND 41)												
WATER FUND	REVENUES		-	2,522,670	3,265,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
	APPROPRIATIONS		-	2,522,670	3,265,000	3,359,690	2,767,100	2,729,461	1,796,590	1,296,195	1,295,830	100,000
	ENDING BALANCE	-	-	-	-	(1,359,690)	(2,126,790)	(2,856,251)	(2,652,841)	(1,949,036)	(1,244,866)	655,134
3-SANITATION (FUND 87)												
SANITATION DISTRICT	REVENUES		42,000	4,483,500	3,396,000	4,500,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
	APPROPRIATIONS		42,000	4,483,500	3,396,000	4,351,690	4,083,000	4,083,000	4,193,000	3,821,375	4,819,740	4,776,640
	ENDING BALANCE	-	-	-	-	148,310	65,310	(17,690)	(210,690)	(32,065)	(851,805)	(1,628,445)
4-GENERAL (FUND 43)												
CIVIC CENTER FUND	REVENUES	2,655,149										
	APPROPRIATIONS		270,000	445,000	175,000	-	-	294,000	-	-	240,000	-
	ENDING BALANCE	2,655,149	2,385,149	1,940,149	1,765,149	1,765,149	1,765,149	1,471,149	1,471,149	1,471,149	1,231,149	1,231,149
5-GENERAL (FUND 31/33)												
GENERAL CIP FUND	REVENUES	13,520,479		-	-	-	-	-	-	-	-	-
	APPROPRIATIONS		-	1,582,000	1,265,000	1,932,000	967,000	528,000	854,000	49,000	-	366,000
	ENDING BALANCE	13,520,479	13,520,479	11,938,479	10,673,479	8,741,479	7,774,479	7,246,479	6,392,479	6,343,479	6,343,479	5,977,479
UNKNOWN SOURCE	REVENUES											
	APPROPRIATIONS		-	348,000	211,000	190,000	525,000	-	150,000	-	-	200,000
	ENDING BALANCE	-	-	(348,000)	(559,000)	(749,000)	(1,274,000)	(1,274,000)	(1,424,000)	(1,424,000)	(1,424,000)	(1,624,000)
SUBTOTAL	REVENUES	13,520,479	-	-	-	-	-	-	-	-	-	-
	APPROPRIATIONS		-	1,930,000	1,476,000	2,122,000	1,492,000	528,000	1,004,000	49,000	-	566,000
	ENDING BALANCE	13,520,479	13,520,479	11,590,479	10,114,479	7,992,479	6,500,479	5,972,479	4,968,479	4,919,479	4,919,479	4,353,479
6-GRANT												
GRANT	REVENUES			826,500	-	1,923,000	-	-	-	-	-	-
	APPROPRIATIONS		-	1,026,500	-	1,923,000	-	-	-	-	-	-
	ENDING BALANCE	-	-	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
7-FEE												
STORMWATER FEE	REVENUES											
	APPROPRIATIONS		-	-	-	-	-	-	-	-	-	-
	ENDING BALANCE	-	-	-	-	-	-	-	-	-	-	-
PARK LAND DEDICATION FEE	REVENUES		3,977,600	701,134								
	APPROPRIATIONS		1,332,000	350,000	150,000	980,000	-	-	-	-	-	-
	ENDING BALANCE	-	2,645,600	2,996,734	2,846,734	1,866,734	1,866,734	1,866,734	1,866,734	1,866,734	1,866,734	1,866,734
SOLID WASTE FRANCHISE FEE	REVENUES			400,000	416,000	432,640	449,946	467,943	486,661	506,128	526,373	547,428
	APPROPRIATIONS		-	416,000	309,000	450,000	263,000	487,000	506,000	526,000	305,000	569,000
	ENDING BALANCE	-	-	(16,000)	91,000	73,640	260,586	241,529	222,190	202,318	423,691	402,118
PEG FEE	REVENUES											
	APPROPRIATIONS		-	-	-	-	-	-	-	-	-	-
	ENDING BALANCE	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	REVENUES	-	3,977,600	1,101,134	416,000	432,640	449,946	467,943	486,661	506,128	526,373	547,428
	APPROPRIATIONS		1,332,000	766,000	459,000	1,430,000	263,000	487,000	506,000	526,000	305,000	569,000
	ENDING BALANCE	-	2,645,600	2,980,734	2,937,734	1,940,374	2,127,320	2,108,263	2,088,924	2,069,052	2,290,425	2,268,852

CITY OF DALY CITY

CIP PROPOSALS WORKBOOK - FUND BALANCES, FISCAL YEAR END

FUND SOURCE	TYPE	*BEG. BALANCE*	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E
8-DEVELOPER FEE (FUND 20)												
AB1600-FIRE	REVENUES	(744,337)	15,452	66,792	152,190	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	APPROPRIATIONS		-	-	-	-	-	-	-	-	-	-
	ENDING BALANCE	(744,337)	(728,885)	(662,093)	(509,903)	(499,903)	(489,903)	(479,903)	(469,903)	(459,903)	(449,903)	(439,903)
AB1600-LIBRARY	REVENUES	(275,344)	63,663	-	645,251	50,000	50,000	50,000	50,000	50,000	50,000	50,000
	APPROPRIATIONS		-	-	-	-	-	-	-	-	-	-
	ENDING BALANCE	(275,344)	(211,681)	(211,681)	433,570	483,570	533,570	583,570	633,570	683,570	733,570	783,570
AB1600-POLICE	REVENUES	288,344	64,067	113,453	648,972	50,000	50,000	50,000	50,000	50,000	50,000	50,000
	APPROPRIATIONS		-	270,000	-	-	-	-	-	-	-	-
	ENDING BALANCE	288,344	352,411	195,864	844,836	894,836	944,836	994,836	1,044,836	1,094,836	1,144,836	1,194,836
AB1600-PARKS	REVENUES	(2,252,016)	84,884	-	856,707	65,000	65,000	65,000	65,000	65,000	65,000	65,000
	APPROPRIATIONS		-	-	-	-	-	-	-	-	-	-
	ENDING BALANCE	(2,252,016)	(2,167,132)	(2,167,132)	(1,310,425)	(1,245,425)	(1,180,425)	(1,115,425)	(1,050,425)	(985,425)	(920,425)	(855,425)
AB1600-TRANSPORTATION	REVENUES	3,874,414	126,572	312,065	1,088,843	100,000	100,000	100,000	100,000	100,000	100,000	100,000
	APPROPRIATIONS		465,000	169,500	1,303,000	428,000	525,000	915,000	435,000	250,000	-	-
	ENDING BALANCE	3,874,414	3,535,986	3,678,551	3,464,394	3,136,394	2,711,394	1,896,394	1,561,394	1,411,394	1,511,394	1,611,394
AB1600-STORMWATER	REVENUES	1,128,296	116,896	214,866	1,483,884	75,000	75,000	75,000	75,000	75,000	75,000	75,000
	APPROPRIATIONS		-	65,000	-	-	-	-	-	-	-	-
	ENDING BALANCE	1,128,296	1,245,192	1,395,058	2,878,942	2,953,942	3,028,942	3,103,942	3,178,942	3,253,942	3,328,942	3,403,942
AB1600-SEWER	REVENUES	53,630	200									
	APPROPRIATIONS		-	-	-	-	-	-	-	-	-	-
	ENDING BALANCE	53,630	53,830	53,830	53,830	53,830	53,830	53,830	53,830	53,830	53,830	53,830
AB1600-WATER	REVENUES	2,466,564	47,324	26,970	407,770	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	APPROPRIATIONS		-	-	-	-	-	-	-	-	-	-
	ENDING BALANCE	2,466,564	2,513,888	2,540,858	2,948,628	2,953,628	2,958,628	2,963,628	2,968,628	2,973,628	2,978,628	2,983,628
AB1600-ADMINISTRATION/CITYWIDE	REVENUES	(302,927)	24,771									
	APPROPRIATIONS		-	-	-	-	-	-	-	-	-	-
	ENDING BALANCE	(302,927)	(278,156)	(278,156)	(278,156)	(278,156)	(278,156)	(278,156)	(278,156)	(278,156)	(278,156)	(278,156)
SUBTOTAL	REVENUES	4,236,624	543,829	734,146	5,283,617	355,000	355,000	355,000	355,000	355,000	355,000	355,000
	APPROPRIATIONS		465,000	504,500	1,303,000	428,000	525,000	915,000	435,000	250,000	-	-
	ENDING BALANCE	4,236,624	4,315,453	4,545,099	8,525,716	8,452,716	8,282,716	7,722,716	7,642,716	7,747,716	8,102,716	8,457,716
9-ASSESSMENT DISTRICT												
ASSESSMENT DISTRICT	REVENUES			826,500	-	1,923,000	-	-	-	-	-	-
	APPROPRIATIONS		-	-	-	-	-	105,000	797,000	740,000	1,640,000	1,480,000
	ENDING BALANCE	-	-	826,500	826,500	2,749,500	2,749,500	2,644,500	1,847,500	1,107,500	(532,500)	(2,012,500)
TOTAL - ALL FUNDS												
	REVENUES	**25,931,081**	**4,563,429**	**12,694,450**	**14,560,617**	**13,333,640**	**9,004,946**	**9,022,943**	**9,041,661**	**9,061,128**	**9,081,373**	**9,102,428**
	APPROPRIATIONS	**-**	**2,109,000**	**15,276,170**	**12,916,000**	**17,228,380**	**12,196,100**	**12,635,461**	**11,790,590**	**9,798,570**	**11,608,570**	**10,771,640**
	ENDING BALANCE	**25,931,081**	**28,385,510**	**25,803,790**	**27,448,407**	**23,553,667**	**20,362,512**	**16,749,995**	**14,001,066**	**13,263,624**	**10,736,426**	**9,067,214**
	ENDING BALANCE DELTA S/B ZERO (FROM ABOVE) >	-	-	-	-	-	-	-	-	-	-	-
	TOTAL EXPENDITURES FROM PROPOSED PROJECTS >		*1,839,000*	*9,871,000*	*8,354,000*	*10,712,000*	*7,321,600*	*8,078,135*	*8,056,590*	*9,798,570*	*11,608,570*	*10,771,640*
	DELTA S/B ZERO >		(270,000)	(5,405,170)	(4,562,000)	(6,516,380)	(4,874,500)	(4,557,326)	(3,734,000)	-	-	-
	TOTAL DELTA S/B ZERO >	-	(270,000)	(5,405,170)	(4,562,000)	(6,516,380)	(4,874,500)	(4,557,326)	(3,734,000)	-	-	-

PROJECT SUMMARY SHEET - GENERAL CAPITAL FUND

PROJECT NAME	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
Buildings & Facilities											
2017-18 Parking Lot Improvements	-	-	280,000	-	-	-	-	-	-	-	280,000
2018-19 Parking Lot Improvements	-	-	-	277,000	-	-	-	-	-	-	277,000
2019-20 Parking Lot Improvements	-	-	-	-	135,000	-	-	-	-	-	135,000
Bayshore Community Center Exterior Painting	-	-	-	-	-	70,000	-	-	-	-	70,000
Building and Facilities Assessment	-	175,000	-	-	-	-	-	-	-	-	175,000
City Parking Lot Pavement Rehab	-	-	-	-	-	-	-	-	-	-	-
Civic Center Emergency Generator Replacement	-	-	-	-	-	294,000	-	-	-	-	294,000
Civic Center North ADA Improvements	-	200,000	-	-	-	-	-	-	-	-	200,000
Civic Center North Elevator Control Modernization	-	130,000	-	-	-	-	-	-	-	-	130,000
Civic Center North HVAC Control Modernization	-	115,000	-	-	-	-	-	-	-	-	115,000
Civic Center North Roof Replacement	-	-	175,000	-	-	-	-	-	-	-	175,000
Civic Center Roof & Gutter Rehab	-	-	-	-	-	-	-	-	-	-	-
Civic Center South Roof Replacement	-	-	-	-	-	-	-	-	240,000	-	240,000
Doelger Art Center Roof Replacement	-	-	-	210,000	-	-	-	-	-	-	210,000
Doelger Sr Center Roof Replacement	-	-	-	530,000	-	-	-	-	-	-	530,000
Facility Repairs/Major Maint	-	-	-	-	-	-	-	-	-	-	-
Fire Dept Emergency Generator Replacement	-	-	150,000	100,000	140,000	-	-	-	-	-	390,000
Fire Station 91 Roof Replacement	-	-	-	-	-	195,000	-	-	-	-	195,000
Fire Station 92 Roof Replacement	-	-	-	-	-	-	-	-	-	230,000	230,000
Fire Station 95 Roof Replacement	-	-	75,000	-	-	-	-	-	-	-	75,000
Lincoln Community Ctr Roof and HVAC System Replacement	-	-	-	-	315,000	-	-	-	-	-	315,000
Police Dept Carpet Replacement	-	-	-	-	-	155,000	-	-	-	-	155,000
Public Works Corp Yard - Facility Maintenance Roof Replacement	-	-	-	-	-	-	-	-	-	70,000	70,000
Serramonte Library HVAC Unit(s) Replacement	-	-	-	-	-	-	260,000	-	-	-	260,000
Serramonte Library Lighting and Elevator	-	-	-	-	-	-	-	-	-	-	-
Serramonte Library Restroom and Entry Accessibility Upgrades	-	-	-	-	-	-	-	-	-	-	-
Westlake Gym and Community Ctr Roof Replacement	-	-	-	420,000	-	-	-	-	-	-	420,000
Westlake Library HVAC and Roof Replacement	-	45,000	470,000	-	-	-	-	-	-	-	515,000
Westmoor Park Clubhouse Roof Replacement	-	-	-	-	77,000	-	-	-	-	-	77,000
WWTP Underground Fuel Storage Tank Replacement	-	-	-	-	-	-	115,000	520,000	-	-	635,000
Miscellaneous											
Asset Management Software	-	200,000	-	-	-	-	-	-	-	-	200,000
Bayshore Shuttle	-	-	-	-	-	-	-	-	-	-	-
Cooperative Project Development	-	50,000	52,000	54,000	56,000	58,000	60,000	62,000	64,000	66,000	522,000
Fuel Management Software System	-	-	215,000	-	-	-	-	-	-	-	215,000
Information Technology Master Plan	-	75,000	-	-	-	-	-	-	-	-	75,000
Mussel Rock											
2016-17 and 2017-18 Mussel Rock Site Monitoring	-	235,000	-	-	-	-	-	-	-	-	235,000
2016-17 Mussel Rock Landfill Site Maintenance	-	903,000	-	-	-	-	-	-	-	-	903,000
2017-18 Mussel Rock Landfill Site Maintenance	-	40,000	193,000	-	-	-	-	-	-	-	233,000
2018-19 and 2019-20 Mussel Rock Site Monitoring	-	-	-	250,000	-	-	-	-	-	-	250,000
2018-19 Mussel Rock Landfill Site Maintenance	-	-	40,000	205,000	-	-	-	-	-	-	245,000
2019-20 Mussel Rock Landfill Site Maintenance	-	-	-	50,000	213,000	-	-	-	-	-	263,000
2020-21 and Beyond Mussel Rock Site Monitoring	-	-	-	-	-	265,000	-	280,000	-	300,000	845,000
2020-21 Mussel Rock Landfill Site Maintenance	-	-	-	-	50,000	230,000	-	-	-	-	280,000
Beyond 2021 Mussel Rock Landfill Site Maintenance	-	-	-	-	-	100,000	1,100,000	295,000	305,000	335,000	2,135,000
Gabion Wall Screening Mussel Rock	-	-	76,000	340,000	-	-	-	-	-	-	416,000
Mussel Rock Transfer Station Decommissioning	-	400,000	-	-	-	-	-	-	-	-	400,000

PROJECT SUMMARY SHEET - GENERAL CAPITAL FUND

PROJECT NAME	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
Parks											
Alta Loma Park Renovation	-	200,000	150,000	-	-	-	-	-	-	-	350,000
Gellert Park Playground Rehabilitation	-	-	-	275,000	-	-	-	-	-	-	275,000
Gellert Park Soccer Field Rehab	1,332,000	-	-	-	-	-	-	-	-	-	1,332,000
Parks Master Plan	-	350,000	-	-	-	-	-	-	-	-	350,000
Tennis and Basketball Court Surface Rehabilitation	-	-	-	430,000	-	-	-	-	-	-	430,000
Westmoor Park Play Equipment Rehabilitation	-	-	-	275,000	-	-	-	-	-	-	275,000
Police											
Archiving of Police Documents	-	-	-	-	125,000	-	-	-	-	-	125,000
Automated Property Storage System	-	-	-	190,000	-	-	-	-	-	-	190,000
Communications Center Radio Upgrade	-	-	250,000	-	-	-	-	-	-	-	250,000
Department Operations Center	-	-	125,000	-	-	-	-	-	-	-	125,000
Furniture/Workstation Replacement at Police	-	-	-	-	-	-	150,000	-	-	-	150,000
Long Term Vehicle Storage	-	220,000	-	-	-	-	-	-	-	-	220,000
Mobile Command Center	-	-	-	-	400,000	-	-	-	-	-	400,000
Police Base Station Upgrade	-	-	-	-	300,000	-	-	-	-	-	300,000
Police Dept Locker Room Remodel	-	550,000	-	-	-	-	-	-	-	-	550,000
Police Shooting Range	-	-	-	-	-	-	-	-	-	-	-
Station/Finance Department Video Surveillance	-	-	-	-	-	-	-	-	-	200,000	200,000

PROJECT SUMMARY SHEET - TRANSPORTATION FUND

PROJECT NAME	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
Stormwater											
2016-17 MRP Trash Capture Program	42,000	374,000	-	-	-	-	-	-	-	-	416,000
2018-19 Avalon Canyon Site Maintenance	-	-	-	315,000	-	-	-	-	-	-	315,000
Beyond 2020 Avalon Canyon Site Maintenance	-	-	-	-	-	100,000	-	-	120,000	-	220,000
Stormdrain Video Inspection	-	65,000	-	-	-	-	-	-	-	-	65,000
Traffic/Transportation											
2016-17 ADA/Sidewalk Improvements	-	115,000	-	-	-	-	-	-	-	-	115,000
2017-18 ADA/Sidewalk Improvements	-	15,000	105,000	-	-	-	-	-	-	-	120,000
2017-18 Street Resurfacing	-	155,000	1,210,000	-	-	-	-	-	-	-	1,365,000
2018-19 ADA/Sidewalk Improvements	-	-	15,000	110,000	-	-	-	-	-	-	125,000
2018-19 Street Resurfacing	-	-	155,000	1,560,000	-	-	-	-	-	-	1,715,000
2019-20 ADA/Sidewalk Improvements	-	-	-	15,000	115,000	-	-	-	-	-	130,000
2019-20 Street Resurfacing	-	-	-	155,000	1,650,000	-	-	-	-	-	1,805,000
2020-21 ADA/Sidewalk Improvements	-	-	-	-	15,000	120,000	-	-	-	-	135,000
2020-21 Street Resurfacing	-	-	-	-	160,000	1,800,000	-	-	-	-	1,960,000
Bayshore Street Slurry Seal	-	45,000	1,155,000	-	-	-	-	-	-	-	1,200,000
Beyond 2021 ADA/Sidewalk Improvements	-	-	-	-	-	15,000	135,000	140,000	145,000	150,000	585,000
Beyond 2021 Street Resurfacing	-	-	-	-	-	165,000	1,770,000	1,810,000	1,865,000	1,935,000	7,545,000
Beyond 2021 Street Slurry Seal	-	-	-	-	-	45,000	1,244,000	1,254,000	1,264,000	1,279,000	5,086,000
Bicycle and Pedestrian Master Plan	-	300,000	-	-	-	-	-	-	-	-	300,000
Callan Blvd/Serramonte Blvd Traffic Signal Installation	465,000	-	-	-	-	-	-	-	-	-	465,000
Callan Blvd/Serramonte Center Driveway Traffic Signal Installation	-	-	450,000	-	-	-	-	-	-	-	450,000
Central Corridor Bike/Ped Improvements	-	300,000	-	1,976,000	-	-	-	-	-	-	2,276,000
Centralized Controller / Battery Back-up Traffic Signal	-	82,000	828,000	-	-	-	-	250,000	-	-	1,160,000
Clarinada Ave/SR 1 On/Off Ramps Traffic Signal Installation	-	-	-	-	45,000	435,000	-	-	-	-	480,000
Crocker Avenue Sidewalk	-	-	-	-	-	-	-	-	-	-	-
Crocker/Hillside Street Slurry Seal	-	-	-	45,000	1,175,000	-	-	-	-	-	1,220,000
Emergency Vehicle Preemption	-	-	25,000	330,000	-	-	-	-	-	-	355,000
Enhanced Pedestrian and Bicycle Visibility	-	375,000	-	-	-	-	-	-	-	-	375,000
Geneva Ave Bike & Ped Improvements	-	-	-	-	-	-	-	-	-	-	-
Geneva Ave Lane Signs Replacement	-	-	10,000	40,000	-	-	-	-	-	-	50,000
Geneva Ave Streetscape	-	-	-	-	-	-	-	-	-	-	-
Geneva Ave Undergrounding-Phase II											
Hillside Blvd Reconstruction	-	-	-	-	-	-	-	-	-	-	-
John Daly Blvd Bridge Lights Replacement	-	12,000	200,000	-	-	-	-	-	-	-	212,000
John Daly Blvd/I-280 Overpass Widening/Foot Bridge	-	-	-	-	-	-	-	-	-	-	-
John Daly Blvd Streetscape Improvements	-	260,000	-	-	-	-	-	-	-	-	260,000
JSB/Geneva/San Pedro Pavement Rehab	-	2,150,000	-	-	-	-	-	-	-	-	2,150,000
Junipero Serra/D Street Improvements	-	-	-	305,000	-	-	-	-	-	-	305,000
Lake Merced Blvd/Southgate Ave Traffic Signal Installation	-	-	-	45,000	435,000	-	-	-	-	-	480,000
Mission St Grand Boulevard	-	-	-	-	-	-	-	-	-	-	-
Mission St Median Landscaping	-	-	-	-	-	-	-	-	-	-	-
N Mayfair Rte 35 Pedestrian Access	-	-	-	-	-	-	-	-	-	-	-
Original Daly City/Civic Center Street Slurry Seal	-	-	-	-	45,000	1,341,000	-	-	-	-	1,386,000
RO 256 Palisades Streetlight Conversion	-	-	-	-	-	105,000	702,000	-	-	-	807,000
RO 406 St Francis Heights Streetlight Conversion	-	-	-	-	-	-	95,000	550,000	-	-	645,000
RO 450 Westlake Streetlight Conversion	-	-	-	-	-	-	-	95,000	690,000	-	785,000
RO 460 Northridge Streetlight Conversion	-	-	-	-	-	-	-	-	95,000	625,000	720,000
RO Streetlight Conversion	-	-	-	-	-	-	-	95,000	855,000	855,000	1,805,000
Serramonte Blvd/SR 1-On/Off Ramps Traffic Signal Installation	-	-	-	-	-	45,000	435,000	-	-	-	480,000
Southgate Ave/Callan Blvd Traffic Signal Installation	-	-	-	-	45,000	435,000	-	-	-	-	480,000
St Francis Heights Street Slurry Seal	-	-	45,000	1,165,000	-	-	-	-	-	-	1,210,000
Westlake Street Slurry Seal	-	1,145,000	-	-	-	-	-	-	-	-	1,145,000

PROJECT SUMMARY SHEET - SANITATION FUND

PROJECT NAME	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
Sanitation											
Automatic Valves	-	-	-	-	-	-	140,000	-	-	-	140,000
Barscreen 3 Compactor Washer	-	-	100,000	-	-	-	-	-	-	-	100,000
Belcrest Lift Station Pump Control Panel Upgrade	-	60,000	-	-	-	-	-	-	-	-	60,000
CCTV Replacement Equipment and Software	-	225,000	-	-	-	-	-	-	-	-	225,000
Citrus Ave Sewer	-	-	-	-	-	-	-	-	-	-	-
Colma Lift Station Generator							325,000				325,000
D St, El Camino Real, 1st & 2nd Ave Sewer	-	-	-	-	-	-	-	-	-	-	-
Driox Vaporizor							275,000				275,000
Emergency Generator Replacement	-	-	-	-	-	-	-	-	-	688,900	688,900
Extend Westlake Warehouse	-	-	-	-	-	-	-	-	-	-	-
Final Effluent Control System							150,000				150,000
Gravity Thickener/Coatings	-	-	-	-	-	-	-	-	-	-	-
I-280 Crossing Sewer Main Improvements - Southgate to Junipero Serra	-	-	-	-	-	-	-	3,151,375	-	-	3,151,375
Junipero Serra/Citrus, Bruno, Serramonte Sewer Main	-	-	-	-	-	-	-	-	-	-	-
Lift Station Bypass Structures	-	60,000	60,000	60,000	60,000	60,000	-	-	-	-	300,000
Maintenance Building 1 HVAC Unit Replacement	-	-	75,000	-	-	-	-	-	-	-	75,000
Municipal Regional Permit		125,000	128,000	130,000	130,000	130,000	130,000				773,000
North Mayfair Sewer Main Improvements - Wilshire to Cliffside	-	-	-	-	-	-	-	-	3,677,740	3,677,740	7,355,480
OPS and Administration Roof Improvements	-	100,000	-	-	-	-	-	-	-	-	100,000
Plant Process Improvements		140,000	140,000	140,000	140,000	140,000	140,000				840,000
Plant Structure Improvements		78,000	78,000	78,000	78,000	78,000	78,000				468,000
Rehabilitation of 27 inch Final Effluent Force Main	-	250,000	300,000	300,000	300,000	300,000	-	-	-	-	1,450,000
Replace CCTV System	-	-	-	-	-	-	-	-	-	-	-
SB5X Turbine Generator	-	-	-	-	-	-	-	-	-	-	-
SCADA System Upgrades	-	15,000	15,000	199,690	15,000	15,000	140,000	-	-	-	399,690
Secondary Clarifiers Coatings	-	84,000	84,000	84,000	-	-	-	-	-	-	252,000
Sewer Lift Station Rehab/Improvements	-	60,000	60,000	60,000	60,000	60,000	60,000	-	-	-	360,000
Sewer Main Rehab/Improvements	-	75,000	75,000	75,000	75,000	75,000	75,000	-	-	-	450,000
Sewere Main Repair	-	1,431,000	1,166,000	1,500,000	1,500,000	1,500,000	1,500,000	-	-	-	8,597,000
Skid Air Compressor Replacement	-	-	-	-	-	-	-	-	-	-	-
Skyline Lift Station Pump Control Panel Upgrade	-	-	60,000	-	-	-	-	-	-	-	60,000
SSSMP Collection System Improvements	-	-	-	-	-	-	360,000	360,000	360,000	360,000	1,440,000
Street Resurfacing Water Mains		50,000	50,000	50,000	50,000	50,000	50,000				300,000
Tertiary Booster PS-John Daly Ext.	-	-	-	-	-	-	-	-	732,000	-	732,000
Tertiary Treatment System	-	-	-	-	-	-	-	-	-	-	-
Treatment Plant Electrical Upgrade	-	-	182,500	182,500	182,500	182,500	-	-	-	-	730,000
Treatment Plant Air Scrubbers	-	75,000	-	625,000	625,000	625,000	625,000	-	-	-	2,575,000
Treatment Plant Roadway Hatches	-	120,000	-	-	-	-	-	-	-	-	120,000
Vehicle Upgrades	-	37,500	37,500	37,500	37,500	37,500	37,500	-	-	-	225,000
Vista Grande Drainage Basin	-	780,000	780,000	780,000	780,000	780,000	-	-	-	-	3,900,000

PROJECT SUMMARY SHEET - WATER FUND

PROJECT NAME	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
Water											
Brunswick I Water Main Improvements - Hillside to Crocker	-	-	-	-	-	-	554,055	-	-	-	554,055
Brunswick II Water Main Improvements - Crocker to Templeton	-	-	-	-	-	-	-	936,195	-	-	936,195
Chester St. Water Main Improvements (Sylvan to Orange)	-	-	-	-	10,000	1,026,870	-	-	-	-	1,036,870
East Market St Water Main Improvements (Florence to Hillside)	-	-	-	-	-	33,265	451,535	-	-	-	484,800
Groundwater Management Plan	-	78,850	-	82,690	-	86,826	-	-	-	-	248,366
Hillside Blvd Water Main Improvements (Brunswick to Gambetta)	-	-	-	-	-	-	-	-	1,195,830	-	1,195,830
Hydropneumatic Tank Replacements	-	60,000	60,000	60,000	60,000	60,000	-	-	-	-	300,000
Main Rehabilitation/Improvements	-	650,000	1,062,000	800,000	720,000	730,000	100,000	-	-	-	4,062,000
Plant Improvements	-	175,000	175,000	175,000	175,000	175,000	175,000	-	-	-	1,050,000
Pointe Pacific Generator Replacement	-	-		-	500,000	-	-	-	-	-	500,000
Reservoir 3 Interior Rehabilitation	-	450,000	1,350,000	-	-	-	-	-	-	-	1,800,000
Reservoir 8 Interior Coatings	-	-	-	-	400,000	-	-	-	-	-	400,000
Reservoir 8 Retaining Wall	-	-	-	-	270,600	-	-	-	-	-	270,600
Reservoir Cast Iron Pipe Lining	-	300,000	300,000	300,000	300,000	285,000	-	-	-	-	1,485,000
SCADA System Upgrades	-	15,000	15,000	140,000	15,000	15,000	140,000	-	-	-	340,000
Seismic Improvements	-	316,820	-	-	-	-	-	-	-	-	316,820
Street Resurfacing Water Main	-	100,000	100,000	100,000	100,000	100,000	100,000	-	-	-	600,000
Valley St (County to Hillside)	-	-	-	1,486,000	-	-	-	-	-	-	1,486,000
Vehicle Upgrades	-	37,500	37,500	37,500	37,500	37,500	37,500	-	-	-	225,000
Well Rehabilitation	-	76,500	76,500	78,500	79,000	80,000	81,000	-	-	-	471,500
Westlake Electric	-	250,000	-	-	-	-	-	-	-	-	250,000

General Capital Program

The General Capital Improvement Program is dedicated to the repair, preservation and enhancement of general capital facilities and assets, such as municipal buildings, parks, libraries, and police and fire stations. In addition, it supports the ongoing maintenance of the closed Mussel Rock landfill site and transfer station.

Fire Station 95: The outdated emergency generator was replaced with a safer, more efficient model capable of operating 8 times longer than the previous model.

As with other cities, the first priority is to preserve existing facilities and assets and ensure those existing facilities are safe and accessible to all Daly City residents and the public. Secondarily, as funding becomes available the General Capital Program provides for additional or expanded facility capacity to serve a growing city population and meet the changing needs of Daly City residents.

Funding Sources

The main funding source for the General Capital Program is General Fund revenue, which is primarily derived from budget surpluses. These surpluses are generated when expenditures are less than projected revenues. This surplus is often categorized as "one-time" revenue and is not relied on to fund ongoing operations. This one-time revenue is ideal for capital projects. However, during economic downturns, as we have recently experienced, the City has had no excess General Fund revenue.

Norwood Park: The City leveraged local matching funds to secure a grant to rehabilitate the park and make it accessible.

In addition to budget surpluses, projects may be funded by developer impact fees collected for expanding or enhancing certain facilities such as parks and libraries, which are needed to serve a growing population. There are also one-time Park-in-Lieu Fees paid by private developers to specifically address park needs. Finally, City staff has been successful in securing grants for local parks. Minimal local matching funds were leveraged to secure a grant to rehabilitate outdated play structures, swings, and other park amenities at Norwood Park.

Overview of Projects

Due to the limited availability of general capital funds, all of the projects in the FY2017-FY2018 General Capital Program address unavoidable facility maintenance and rehabilitation needs or regulatory requirements associated with facility accessibility or safety standards. Two examples in the CIP include the reroofing of a fire station and the replacement of the artificial turf soccer field at Gellert Park. When possible, the City will leverage local funds to secure grants. The City hopes to rehabilitate Alta Loma Park utilizing substantial grant funding similar to Norwood Park.

Alta Loma Park: The City hopes to leverage local matching funds to secure a grant to make improvements. A Parks & Open Space Master Plan will provide guidance for future projects.

There are several projects in the CIP that are dedicated to strategic planning and financial forecasting such as the Parks & Open Space Master Plan, Bicycle & Pedestrian Master Plan, Information Technology Master Plan, and the Building & Facilities Assessment. The Parks & Open Space Master Plan is funded by Park-In-Lieu Fees and is needed to guide the expenditure of parkland dedication funds that have been collected due to the recent activity in housing construction. The Bicycle & Pedestrian Master Plan is funded with transportation funds and will identify and prioritize bicycle and pedestrian improvements across the City. The Building and Facilities Assessment Plan is needed to assess and evaluate the City’s buildings to better understand the maintenance needs of these facilities and guide the expenditure of limited funds for the greatest benefit to the City.

2017-18 Parking Lot Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This project includes base failure repair and slurry seal application of City owned parking lots. The project will also include minor striping changes and the construction on new accessible curb ramps. Parking lots to be slurry sealed include: Civic Center Complex, Civic Center North, Imagination Station, 92nd St PD Lot and inside the DWWR Treatment Plant. There will be a positive impact on operations and the operating budget by reducing the amount of maintenance needed to ensure safe functioning parking lots free of tripping hazards.

PROJECT JUSTIFICATION:

Parking lots will receive a slurry seal application to preserve the pavement's condition and thereby reduce long term pavement operations and maintenance costs.

2017-18 Parking Lot Improvements	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**25,000**	-	-	-	-	-	-	-	**25,000**
IN-HOUSE SRV CHG DESIGN			23,000								
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN			2,000								
2-CONSTRUCTION	-	-	**255,000**	-	-	-	-	-	-	-	**255,000**
IN-HOUSE SRV CHG CONSTRUCTION			23,000								
CONTRACTUAL SERVICES CONSTRUCTION			230,000								
ADMINISTRATION CONSTRUCTION			2,000								
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**280,000**	-	-	-	-	-	-	-	**280,000**
REVENUE SOURCES:											
GENERAL CIP FUND			230,000								230,000
SANITATION DISTRICT			25,000								25,000
WATER FUND			25,000								25,000
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**280,000**	-	-	-	-	-	-	-	**280,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Building and Facilities Assessment

PROJECT DESCRIPTION AND OPERATING IMPACT:

Determine the current condition of City owned structures, assess what current and future maintenance, repair, and/or upgrades might be required, determine the costs associated with maintenance, repair and upgrades, and evaluate current and potential revenue. The assessment will provide a detailed description of the current condition of each facility in regards to the architectural, structural, mechanical, electrical, and plumbing systems.

PROJECT JUSTIFICATION:

A building and facilities assessment is needed to understand what current and future upgrades are likely to be required to assist the City in financial planning for maintenance of its building and facility stock.

Building and Facilities Assessment *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	175,000	-	-	-	-	-	-	-	-	175,000
IN-HOUSE SRV CHG DESIGN		25,000									
CONTRACTUAL SERVICES DESIGN		150,000									
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	175,000	-	-	-	-	-	-	-	-	175,000
REVENUE SOURCES:											
GENERAL CIP FUND		175,000									175,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	175,000	-	-	-	-	-	-	-	-	175,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Civic Center North ADA Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

Retain professional services to prepare contract documents and construct accessibility improvements at Civic Center North (350 - 90th Street). The majority of work will involve correcting concrete and asphalt concrete slopes, but will also include improvements to the accessibility of the elevator and installation of new sliding glass doors.

PROJECT JUSTIFICATION:

The building currently does not meet current Americans with Disabilities Act (ADA) requirements. Prior to new tenant occupation, accessibility improvements are needed. The tenant is expected to reimburse the City for the

Civic Center North ADA Improvements	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**43,000**	-	-	-	-	-	-	-	-	**43,000**
IN-HOUSE SRV CHG DESIGN		7,000									
CONTRACTUAL SERVICES DESIGN		34,000									
ADMINISTRATION DESIGN		2,000									
2-CONSTRUCTION	-	**157,000**	-	-	-	-	-	-	-	-	**157,000**
IN-HOUSE SRV CHG CONSTRUCTION		10,000									
CONTRACTUAL SERVICES CONSTRUCTION		147,000									
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**200,000**	-	-	-	-	-	-	-	-	**200,000**
REVENUE SOURCES:											
CIVIC CENTER FUND		200,000									200,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**200,000**	-	-	-	-	-	-	-	-	**200,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Civic Center North Elevator Control Modernization

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace elevator controller which includes a modernization upgrade to comply with current building and fire codes, as well as ADA requirements.
This project has no impact to the operating budget.

PROJECT JUSTIFICATION:

The elevator controller at Civic Center North is of obsolete design and any loss to the programming due to power surges, etc.... would create a situation where the elevator would be out of service pending a controller replacement / modernization upgrade. In the event, there is a loss to the elevator programming the facility would not have ADA access to the second and third floors for a minimum of 5 to 6 months.

Civic Center North Elevator Control Modernization *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	130,000	-	-	-	-	-	-	-	-	130,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		130,000									
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	130,000	-	-	-	-	-	-	-	-	130,000
REVENUE SOURCES:											
CIVIC CENTER FUND		130,000									130,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	130,000	-	-	-	-	-	-	-	-	130,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Civic Center North HVAC Control Modernization

PROJECT DESCRIPTION AND OPERATING IMPACT:

Upgrade obsolete components, software, and hardware of existing Carrier HVAC controls. Perform pre and post air balance of HVAC system.
This project will create minimal impact to the operating budget. Increase cost will be for monthly internet service, static IP address.

PROJECT JUSTIFICATION:

Components, software, and hardware of existing Carrier HVAC controls are obsolete and no longer available.

Civic Center North HVAC Control Modernization	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	5,000	-	-	-	-	-	-	-	-	5,000
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN		5,000									
2-CONSTRUCTION	-	110,000	-	-	-	-	-	-	-	-	110,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		110,000									
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	115,000	-	-	-	-	-	-	-	-	115,000
REVENUE SOURCES:											
CIVIC CENTER FUND		115,000									115,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	115,000	-	-	-	-	-	-	-	-	115,000

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	13,500
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	13,500

Civic Center North Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof.

PROJECT JUSTIFICATION:

The existing roof has reached the end of it's useful life.

Civic Center North Roof Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**12,000**	-	-	-	-	-	-	-	**12,000**
IN-HOUSE SRV CHG DESIGN			8,000								
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN			4,000								
2-CONSTRUCTION	-	-	**163,000**	-	-	-	-	-	-	-	**163,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION			163,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**175,000**	-	-	-	-	-	-	-	**175,000**
REVENUE SOURCES:											
CIVIC CENTER FUND			175,000								175,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**175,000**	-	-	-	-	-	-	-	**175,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Fire Dept Emergency Generator Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

This project is a three (3) year project that involves replacing the emergency generators and transfer switches at Fire Stations 91, 93, and 94. Project includes completing stationary generator permitting through Bay Area Air Quality Board. Project descriptions in the order of project priority are list as follows:

• 2018E - Fire Station 94 – Complete electrical load analysis to determine size of generator. Relocated generator to northeastern boundary of property. Install new conduits from existing generator site to new generator site. Construct concrete slab at new generator location. Estimated Cost = $147,000

• 2019E – Fire Station 91 – Remove generator and generator shed. Install new generator at same location. Estimated Cost = $92,000

• 2020E – Fire Station 93 – Remove generator and generator shed. Enlarge generator shed to accommodate new generator and install new generator at same location. Estimated Cost = $132,000

This project has little to no impact on the operating budget.

PROJECT JUSTIFICATION:

Engaging in this project will ensure all the Fire Stations can remain operational and responsive during power outages. The emergency generators are at the end of the manufactures estimated useful life

Fire Dept Emergency Generator Replacement *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	**-**	**-**	**15,000**	**5,000**	**5,000**	**-**	**-**	**-**	**-**	**-**	**25,000**
IN-HOUSE SRV CHG DESIGN			2,500	2,500	2,500						
CONTRACTUAL SERVICES DESIGN			10,000								
ADMINISTRATION DESIGN			2,500	2,500	2,500						
2-CONSTRUCTION	**-**	**-**	**135,000**	**95,000**	**135,000**	**-**	**-**	**-**	**-**	**-**	**365,000**
IN-HOUSE SRV CHG CONSTRUCTION			5,000	5,000	5,000						
CONTRACTUAL SERVICES CONSTRUCTION			128,000	88,000	128,000						
ADMINISTRATION CONSTRUCTION			2,000	2,000	2,000						
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	**-**	**-**	**150,000**	**100,000**	**140,000**	**-**	**-**	**-**	**-**	**-**	**390,000**
REVENUE SOURCES:											
GENERAL CIP FUND			150,000	100,000	140,000						390,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**-**	**-**	**150,000**	**100,000**	**140,000**	**-**	**-**	**-**	**-**	**-**	**390,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

Fire Station 95 Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof, rain gutters and fascia boards.

PROJECT JUSTIFICATION:

The existing roof, rain gutters, and fascia boards has reached the end of it's useful life.

Fire Station 95 Roof Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**10,000**	-	-	-	-	-	-	-	**10,000**
IN-HOUSE SRV CHG DESIGN			7,000								
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN			3,000								
2-CONSTRUCTION	-	-	**65,000**	-	-	-	-	-	-	-	**65,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION			65,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**75,000**	-	-	-	-	-	-	-	**75,000**
REVENUE SOURCES:											
GENERAL CIP FUND			75,000								75,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**75,000**	-	-	-	-	-	-	-	**75,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Westlake Library HVAC and Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace four (4) antiquated and deteriorated HVAC air handlers with two (2) air handlers. Project will included the upgrade of HVAC controls and reconfiguration of air ducting. Structural engineering assessment is required to determine location of new air handlers.
Roof Replacement = $160,000
HVAC Replacement (Including cost associated with structural improvements)= $300,000

PROJECT JUSTIFICATION:

The economizers that allow outside air into the HVAC system are deteriorated and nonfunctioning. Due to the location of the air handlers the economizer units cannot be accessed for maintenance or replacement.

Westlake Library HVAC and Roof Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**45,000**	-	-	-	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN		10,000									
CONTRACTUAL SERVICES DESIGN		30,000									
ADMINISTRATION DESIGN		5,000									
2-CONSTRUCTION	-	-	**470,000**	-	-	-	-	-	-	-	**470,000**
IN-HOUSE SRV CHG CONSTRUCTION			10,000								
CONTRACTUAL SERVICES CONSTRUCTION			460,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**45,000**	**470,000**	-	-	-	-	-	-	-	**515,000**
REVENUE SOURCES:											
GENERAL CIP FUND		45,000	470,000								515,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**45,000**	**470,000**	-	-	-	-	-	-	-	**515,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Asset Management Software

PROJECT DESCRIPTION AND OPERATING IMPACT:

Purchase and installation of an asset management program that will automate the tracking and processing of infrastructure and capital assets.

PROJECT JUSTIFICATION:

By having an asset management software in place, we will improve response times, reduce errors, reduce manual efforts, improve analytical capabilities, and improve customer service.

Asset Management Software	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**200,000**	-	-	-	-	-	-	-	-	**200,000**
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN		200,000									
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**200,000**	-	-	-	-	-	-	-	-	**200,000**
REVENUE SOURCES:											
WATER FUND											-
SANITATION DISTRICT		75,000									75,000
GENERAL CIP FUND		125,000									125,000
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**200,000**	-	-	-	-	-	-	-	-	**200,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Cooperative Project Development

PROJECT DESCRIPTION AND OPERATING IMPACT:

Provide City staff resources and consultant services needed for development of new projects and grant fund applications for various federal, state and regional transportation improvement programs. Provide for a potential source of funding when a local match is required by a grant.

PROJECT JUSTIFICATION:

Growing competition for limited grant funds warrants greater City efforts in preparing more comprehensive applications, data gathering and presentations.

Cooperative Project Development	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	**-**	**50,000**	**52,000**	**54,000**	**56,000**	**58,000**	**60,000**	**62,000**	**64,000**	**66,000**	**522,000**
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN		50,000	52,000	54,000	56,000	58,000	60,000	62,000	64,000	66,000	
ADMINISTRATION DESIGN											
2-CONSTRUCTION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
EQUIPMENT											
4-OTHER USES											**-**
TOTAL PROJECT EXPENDITURES	**-**	**50,000**	**52,000**	**54,000**	**56,000**	**58,000**	**60,000**	**62,000**	**64,000**	**66,000**	**522,000**
REVENUE SOURCES:											
MEASURE A		50,000	52,000	54,000	56,000	58,000	60,000	62,000	64,000	66,000	522,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**-**	**50,000**	**52,000**	**54,000**	**56,000**	**58,000**	**60,000**	**62,000**	**64,000**	**66,000**	**522,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

Fuel Management Software System

PROJECT DESCRIPTION AND OPERATING IMPACT:

This project will replace antiquated fuel management software system, including system hardware and computerized access to the Public Works Corporation Yard. Additionally this project will enable fuel management at three (3) off site fueling station located at Fire Stations 93, 94, and 95.
Minimal impact to operating cost. The cost of the extended maintenance and annual service agreement is estimated at $3500 annually.

PROJECT JUSTIFICATION:

Current fuel management software system is obsolete (fuel management software also controls access the Public Works Corporation Yard). Replacement hardware is limited and only available in remanufactured condition.

Fuel Management Software System	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**10,000**	-	-	-	-	-	-	-	**10,000**
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN			10,000								
2-CONSTRUCTION	-	-	**115,000**	-	-	-	-	-	-	-	**115,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION			115,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT		-	**90,000**	-	-	-	-	-	-	-	**90,000**
EQUIPMENT			90,000								
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES		-	**215,000**	-	-	-	-	-	-	-	**215,000**
REVENUE SOURCES:											
GENERAL CIP FUND			90,000								90,000
WATER FUND			40,000								40,000
SANITATION DISTRICT			40,000								40,000
MEASURE A			45,000								45,000
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**215,000**	-	-	-	-	-	-	-	**215,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER				3,500	3,500	3,500	3,500	3,500	3,500	3,500	24,500
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	**3,500**	**3,500**	**3,500**	**3,500**	**3,500**	**3,500**	**3,500**	**24,500**

Information Technology Master Plan

PROJECT DESCRIPTION AND OPERATING IMPACT:

Issue a Request for Proposal for professional services and retain a firm to prepare an Information Technology Master Plan.

PROJECT JUSTIFICATION:

Technology has become an increasingly critical factor in providing excellent municipal services and the City currently lacks an updated plan. An Information Technology Master Plan can assist in enhancing efficiency through process improvement, software implementation, expanded online services, and more sophisticated data analysis. In order to answer this growing demand for automation within our constrained budgetary environment, it is more important than ever to approach technology projects with an emphasis on standardization, integration, and consolidation.

Information Technology Master Plan *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**75,000**	-	-	-	-	-	-	-	-	**75,000**
IN-HOUSE SRV CHG DESIGN		10,000									
CONTRACTUAL SERVICES DESIGN		65,000									
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**75,000**	-	-	-	-	-	-	-	-	**75,000**
REVENUE SOURCES:											
GENERAL CIP FUND		75,000									75,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**75,000**	-	-	-	-	-	-	-	-	**75,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Gabion Wall Screening Mussel Rock

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install gabion wall screening devices in accordance with the Site's Coastal Development Permit. Consultant services will be retained to assist in the design and preparation of contract documents. Long-term maintenance of the gabion wall screening will be performed as part of the annual site maintenance project.

PROJECT JUSTIFICATION:

The Site's Coastal Development Permit from the Coastal Commission requires the installation of gabion wall screen devices. The actual design will depend on the results of a pilot test conducted as part of the Mussel Rock Public Access Improvements project constructed in 2016-17.

Gabion Wall Screening Mussel Rock	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**76,000**	-	-	-	-	-	-	-	**76,000**
IN-HOUSE SRV CHG DESIGN			25,000								
CONTRACTUAL SERVICES DESIGN			50,000								
ADMINISTRATION DESIGN			1,000								
2-CONSTRUCTION	-	-	-	**340,000**	-	-	-	-	-	-	**340,000**
IN-HOUSE SRV CHG CONSTRUCTION				40,000							
CONTRACTUAL SERVICES CONSTRUCTION				300,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**76,000**	**340,000**	-	-	-	-	-	-	**416,000**
REVENUE SOURCES:											
SOLID WASTE FRANCHISE FEE			76,000								76,000
GENERAL CIP FUND				340,000							340,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**76,000**	**340,000**	-	-	-	-	-	-	**416,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Parks Master Plan

PROJECT DESCRIPTION AND OPERATING IMPACT:

Create a Parks Master Plan to summarize community needs for neighborhood parks and establish policies, guidelines and opportunities for future park development and rehabilitation. Existing conditions will be examined and a robust public outreach process will assess the preferences of the community. A comprehensive list of prioritized park and recreation facility projects will be developed along with an implementation plan to ensure progress in the Plan's completion.

PROJECT JUSTIFICATION:

Daly City lacks a vision for its park system and a Parks Master Plan will identify needs for parks, recreation facilities, and programs. The Plan will address opportunities for improvement and present recommendations to develop a comprehensive park system that will help Daly City enhance its community vitality to attract and retain residents and businesses.

Parks Master Plan	< *ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	350,000	-	-	-	-	-	-	-	-	350,000
IN-HOUSE SRV CHG DESIGN		60,000									
CONTRACTUAL SERVICES DESIGN		285,000									
ADMINISTRATION DESIGN		5,000									
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	350,000	-	-	-	-	-	-	-	-	350,000
REVENUE SOURCES:											
PARK LAND DEDICATION FEE		350,000									350,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	350,000	-	-	-	-	-	-	-	-	350,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Communications Center Radio Upgrade

PROJECT DESCRIPTION AND OPERATING IMPACT:

The Communications Center radio equipment is over ten years old. The industry standard is 5-7 years. The project includes removing the existing telephone and radio equipment, installing the new system and disposing of the old equipment. The total cost of the project is $250,000.

PROJECT JUSTIFICATION:

The current facility is functional; however, the radio equipment is no longer supported by the manufacturer, and it is increasingly difficult to locate replacement parts. We need to remain Project 25 compliant, which is a requirement for narrow banding of all police radio equipment. There is no alternative project considered.

Communications Center Radio Upgrade	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	**250,000**	-	-	-	-	-	-	-	**250,000**
EQUIPMENT			250,000								
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**250,000**	-	-	-	-	-	-	-	**250,000**
REVENUE SOURCES:											
GENERAL CIP FUND			250,000								250,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**250,000**	-	-	-	-	-	-	-	**250,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Department Operations Center

PROJECT DESCRIPTION AND OPERATING IMPACT:

Upgrade existing Operations Center.

PROJECT JUSTIFICATION:

A department operations center (DOC) will be needed to act as a command center for incidents such as child abductions, potential terrorist activities, joint federal investigations, as well as large scale planned and unplanned events. Currently our operations center acts as a conference room and does not have the capacity to effectively conduct a large scale operation. This center will have increased technological capabilities including electronic hubs for mobile computers, smartboards, mapping systems and software, mobile camera platforms, interoperable radio communications, and incident command system supplies. Depending on future events, the DOC will be housed in the current operations center or in the Communications Center, should this space become available.

Department Operations Center	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	**125,000**	-	-	-	-	-	-	-	**125,000**
EQUIPMENT			125,000								
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**125,000**	-	-	-	-	-	-	-	**125,000**
REVENUE SOURCES:											
UNKNOWN SOURCE			125,000								125,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**125,000**	-	-	-	-	-	-	-	**125,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Long Term Vehicle Storage

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install long term parking enclosure in the unused lot located off of 92nd Street, next to 204 92nd Street. Process would include removal of vegetation, grading of uneven ground, compacting and graveling the existing lot. The project would also include the installation of several hundred feet of security fencing and security lighting.

PROJECT JUSTIFICATION:

The police department needs a location for long term vehicle storage. Vehicles can be stored as evidence in criminal cases that need to be secured for chain of custody. The lot can also be used to securely store high value, grant-funded assets, such as the DUI bus, command trailer, armored rescue vehicle, and multiple logistics trailers.

Long Term Vehicle Storage	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	15,000	-	-	-	-	-	-	-	-	15,000
IN-HOUSE SRV CHG DESIGN		15,000									
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	205,000	-	-	-	-	-	-	-	-	205,000
IN-HOUSE SRV CHG CONSTRUCTION		5,000									
CONTRACTUAL SERVICES CONSTRUCTION		200,000									
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	220,000	-	-	-	-	-	-	-	-	220,000
REVENUE SOURCES:											
UNKNOWN SOURCE		220,000									220,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	220,000	-	-	-	-	-	-	-	-	220,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Alta Loma Park Renovation

PROJECT DESCRIPTION AND OPERATING IMPACT:

To remove and replace playground structure, landscape, concrete and drainage work.

PROJECT JUSTIFICATION:

The existing structure is past its useful life. Funding from this project will partially come from the California Department of Housing and Community Development, Housing Related Parks Program.

Alta Loma Park Renovation	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	**-**	**20,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**20,000**
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN		20,000									
ADMINISTRATION DESIGN											
2-CONSTRUCTION	**-**	**180,000**	**150,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**330,000**
IN-HOUSE SRV CHG CONSTRUCTION		10,000	15,000								
CONTRACTUAL SERVICES CONSTRUCTION		170,000	135,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT										**-**	**-**
EQUIPMENT											
4-OTHER USES											**-**
TOTAL PROJECT EXPENDITURES	**-**	**200,000**	**150,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**350,000**
REVENUE SOURCES:											
PARK LAND DEDICATION FEE			150,000								150,000
GRANT		200,000									200,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**-**	**200,000**	**150,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**350,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

Gellert Park Soccer Field Rehab

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove existing artificial turf and infill, remove existing baserock and complete drainage repairs, install and grade new baserock, install new artificial turf and rubber infill with inlaid soccer markings, remove decomposed granite and replace with alternative pavement option. Consultant will provide design and construction support. Geotechnical consultant will provide construction support to verify drainage issues have been resolved.

PROJECT JUSTIFICATION:

Existing artificial turf is deteriorated and past it's 10-year useful life cycle and drainage issues have been identified. Decomposed granite perimeter needs to be replaced to prevent future damage to new artificial turf.

Gellert Park Soccer Field Rehab	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	**76,000**	-	-	-	-	-	-	-	-	-	**76,000**
IN-HOUSE SRV CHG DESIGN	18,000										
CONTRACTUAL SERVICES DESIGN	55,000										
ADMINISTRATION DESIGN	3,000										
2-CONSTRUCTION	**1,256,000**	-	-	-	-	-		-	-	-	**1,256,000**
IN-HOUSE SRV CHG CONSTRUCTION	56,000										
CONTRACTUAL SERVICES CONSTRUCTION	1,200,000										
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	**1,332,000**	-	-	-	-	-	-	-	-	-	**1,332,000**
REVENUE SOURCES:											
PARK LAND DEDICATION FEE	1,332,000										1,332,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**1,332,000**	-	-	-	-	-	-	-	-	-	**1,332,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Mussel Rock Landfill Site Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

Fiscal Year 2017: Mussel Rock Transfer Station Decommissioning - Demolish and remove the existing transfer station building.
Fiscal Year 2018 and 2019: Gabion Wall Screening - Install gabion wall screening devices in accordance with the Site's Coastal Development Permit. Consultant services will be retained to assist in the design and preparation of contract documents. Long-term maintenance of the gabion wall screening will be performed as part of the annual site maintenance project.

The solid waste franchise fee dedicated for Mussel Rock site improvements, maintenance, and monitoring is insufficient to cover the total costs of these projects. General CIP Funds will be utilized until revenue generated from rate adjustments can repay the General CIP Fund.

PROJECT JUSTIFICATION:

The City's franchise agreement with its solid waste hauling provider includes the decommissioning of the transfer station. The Site's Coastal Development Permit from the Coastal Commission requires the installation of gabion wall screen devices. The actual design will depend on the results of a pilot test conducted as part of the Mussel Rock Public Access Improvements project constructed in 2016-17.

Mussel Rock Landfill Site Improvements *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**115,000**	**115,000**	**115,000**	-	-	-	-	-	-	**345,000**
IN-HOUSE SRV CHG DESIGN		15,000	25,000								
CONTRACTUAL SERVICES DESIGN		100,000	50,000								
ADMINISTRATION DESIGN			1,000								
2-CONSTRUCTION	-	**285,000**	**285,000**	**285,000**	-	-	-	-	-	-	**855,000**
IN-HOUSE SRV CHG CONSTRUCTION		15,000		40,000							
CONTRACTUAL SERVICES CONSTRUCTION		270,000		300,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**400,000**	**76,000**	**340,000**	-	-	-	-	-	-	**816,000**
REVENUE SOURCES:											
SOLID WASTE FRANCHISE FEE			76,000								76,000
GENERAL CIP FUND		400,000		340,000							740,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**400,000**	**76,000**	**340,000**	-	-	-	-	-	-	**816,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Mussel Rock Landfill Annual Site Maintenance

PROJECT DESCRIPTION AND OPERATING IMPACT:

Maintain and repair drainage collection system, seawall, access roads, gabion walls and screening, and siltation ponds on an as needed basis. The drainage collection system cleaning was previously performed by the Parks Maintenance Division of Public Works. Continuing to contract the work will reduce the operations budget. Consultant services will be retained to assist in the design of the seawall repairs.

The solid waste franchise fee dedicated for Mussel Rock site improvements, maintenance, and monitoring is insufficient to cover the total costs of these projects. General CIP Funds will be utilized until revenue generated from rate adjustments can repay the General CIP Fund.

PROJECT JUSTIFICATION:

Annual program to fund compliance with regulatory site maintenance requirements.

Mussel Rock Landfill Annual Site Maintenance	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	**-**	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**	**55,000**	**65,000**	**65,000**	**95,000**	**355,000**
IN-HOUSE SRV CHG DESIGN		60,000	40,000	50,000	50,000	50,000	50,000	60,000	60,000	60,000	
CONTRACTUAL SERVICES DESIGN		40,000				50,000				30,000	
ADMINISTRATION DESIGN		3,000	3,000	3,000	3,000	3,000	5,000	5,000	5,000	5,000	
2-CONSTRUCTION	**-**	**1,045,000**	**1,045,000**	**1,045,000**	**1,045,000**	**1,045,000**	**1,045,000**	**230,000**	**240,000**	**240,000**	**1,755,000**
IN-HOUSE SRV CHG CONSTRUCTION		40,000	40,000	40,000	40,000	47,000	45,000	50,000	50,000	50,000	
CONTRACTUAL SERVICES CONSTRUCTION		800,000	150,000	162,000	170,000	180,000	1,000,000	180,000	190,000	190,000	
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
EQUIPMENT											
4-OTHER USES											**-**
TOTAL PROJECT EXPENDITURES	**-**	**943,000**	**233,000**	**255,000**	**263,000**	**330,000**	**1,100,000**	**295,000**	**305,000**	**335,000**	**4,059,000**
REVENUE SOURCES:											
SOLID WASTE FRANCHISE FEE		181,000	233,000	200,000	263,000	222,000	506,000	246,000	305,000	269,000	2,425,000
GENERAL CIP FUND		762,000		55,000		108,000	594,000	49,000		66,000	1,634,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**-**	**943,000**	**233,000**	**255,000**	**263,000**	**330,000**	**1,100,000**	**295,000**	**305,000**	**335,000**	**4,059,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

Mussel Rock Site Routine Monitoring

PROJECT DESCRIPTION AND OPERATING IMPACT:

Annual program to collect and analyze groundwater samples, monitor the seawall, methane gas, and slope movement, and report findings to the Regional Water Quality Control Board and California Coastal Commission. Pay recurring and one-time permit regulatory fees. No impact to operating budget.

PROJECT JUSTIFICATION:

Annual program to fund compliance with regulatory monitoring and reporting requirements.

Mussel Rock Site Routine Monitoring	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**235,000**	-	**250,000**	-	**265,000**	-	**280,000**	-	**300,000**	**1,330,000**
IN-HOUSE SRV CHG DESIGN		25,000		30,000		35,000		40,000		45,000	
CONTRACTUAL SERVICES DESIGN		205,000		215,000		225,000		235,000		250,000	
ADMINISTRATION DESIGN		5,000		5,000		5,000		5,000		5,000	
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**235,000**	-	**250,000**	-	**265,000**	-	**280,000**	-	**300,000**	**1,330,000**
REVENUE SOURCES:											
SOLID WASTE FRANCHISE FEE		235,000		250,000		265,000		280,000		300,000	1,330,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**235,000**	-	**250,000**	-	**265,000**	-	**280,000**	-	**300,000**	**1,330,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Doelger Art Center Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace of roofing.

PROJECT JUSTIFICATION:

The existing roof has reached the end of it's useful life.

Doelger Art Center Roof Replacement *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**18,000**	-	-	-	-	-	-	**18,000**
IN-HOUSE SRV CHG DESIGN				9,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				9,000							
2-CONSTRUCTION	-	-	-	**192,000**	-	-	-	-	-	-	**192,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION				192,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**210,000**	-	-	-	-	-	-	**210,000**
REVENUE SOURCES:											
GENERAL CIP FUND				210,000							210,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**210,000**	-	-	-	-	-	-	**210,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Doelger Sr Center Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof and rain gutters.

PROJECT JUSTIFICATION:

The existing roof and rain gutters has reached the end of it's useful life.

Doelger Sr Center Roof Replacement	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**38,000**	-	-	-	-	-	-	**38,000**
IN-HOUSE SRV CHG DESIGN				25,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				13,000							
2-CONSTRUCTION	-	-	-	**492,000**	-	-	-	-	-	-	**492,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION				492,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**530,000**	-	-	-	-	-	-	**530,000**
REVENUE SOURCES:											
GENERAL CIP FUND				530,000							530,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**530,000**	-	-	-	-	-	-	**530,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Westlake Gym and Community Ctr Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof and rain gutters.

PROJECT JUSTIFICATION:

The existing roof and rain gutters has reached the end of it's useful life.

Westlake Gym and Community Ctr Roof Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**38,000**	-	-	-	-	-	-	**38,000**
IN-HOUSE SRV CHG DESIGN				25,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				13,000							
2-CONSTRUCTION	-	-	-	**382,000**	-	-	-	-	-	-	**382,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION				382,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**420,000**	-	-	-	-	-	-	**420,000**
REVENUE SOURCES:											
GENERAL CIP FUND				420,000							420,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**420,000**	-	-	-	-	-	-	**420,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Westlake Library HVAC and Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace four (4) antiquated and deteriorated HVAC air handlers with two (2) air handlers. Project will included the upgrade of HVAC controls and reconfiguration of air ducting. Structural engineering assessment is required to determine location of new air handlers.
Roof Replacement = $160,000
HVAC Replacement (Including cost associated with structural improvements)= $300,000

PROJECT JUSTIFICATION:

The economizers that allow outside air into the HVAC system are deteriorated and nonfunctioning. Due to the location of the air handlers the economizer units cannot be accessed for maintenance or replacement.

Westlake Library HVAC and Roof Replacement *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**45,000**	-	-	-	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN		10,000									
CONTRACTUAL SERVICES DESIGN		30,000									
ADMINISTRATION DESIGN		5,000									
2-CONSTRUCTION	-	-	**470,000**	-	-	-	-	-	-	-	**470,000**
IN-HOUSE SRV CHG CONSTRUCTION			10,000								
CONTRACTUAL SERVICES CONSTRUCTION			460,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**45,000**	**470,000**	-	-	-	-	-	-	-	**515,000**
REVENUE SOURCES:											
GENERAL CIP FUND		45,000	470,000								515,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**45,000**	**470,000**	-	-	-	-	-	-	-	**515,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Westmoor Park Play Equipment Rehabilitation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace playground equipment. Remove concrete footings from original play structure. Add loose fill material (fibar) to ensure critical fall height standards are met. Provide ADA access to play equipment.

PROJECT JUSTIFICATION:

In recent years 70% of the equipment has been deemed unsafe and therefore was removed without replacement. The existing slide and overhead grab bars do not meet ASTM (American Society for Testing and Materials) standards.

Westmoor Park Play Equipment Rehabilitation *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**20,000**	-	-	-	-	-	-	**20,000**
IN-HOUSE SRV CHG DESIGN				15,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				5,000							
2-CONSTRUCTION	-	-	-	**255,000**	-	-	-	-	-	-	**255,000**
IN-HOUSE SRV CHG CONSTRUCTION				15,000							
CONTRACTUAL SERVICES CONSTRUCTION				240,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**275,000**	-	-	-	-	-	-	**275,000**
REVENUE SOURCES:											
PARK LAND DEDICATION FEE				275,000							275,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**275,000**	-	-	-	-	-	-	**275,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Gellert Park Playground Rehabilitation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace playground equipment. Remove concrete footings from original play structure. Add loose fill material (fibar) to ensure critical fall height standards are met. Provide ADA access to play equipment.

PROJECT JUSTIFICATION:

Playground equipment has exceeded its useful life and warrants replacement.

Gellert Park Playground Rehabilitation	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**20,000**	-	-	-	-	-	-	**20,000**
IN-HOUSE SRV CHG DESIGN				15,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				5,000							
2-CONSTRUCTION	-	-	-	**255,000**	-	-	-	-	-	-	**255,000**
IN-HOUSE SRV CHG CONSTRUCTION				15,000							
CONTRACTUAL SERVICES CONSTRUCTION				240,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**275,000**	-	-	-	-	-	-	**275,000**
REVENUE SOURCES:											
PARK LAND DEDICATION FEE				275,000							275,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**275,000**	-	-	-	-	-	-	**275,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2018-19 Parking Lot Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This project includes base failure repair, slurry seal application and asphalt concrete (AC) overlay of City owned parking lots. The project will also include minor striping changes and the construction on new accessible curb ramps. Parking lots to be slurry sealed include: Public Works Corporation Yard, Bayview Heights Park, Lincoln Park, Teglia Community Center, War Memorial, Hillcrest City Parking, Bepler City and Gellert Park Parking. There will be a Positive impact on operations and the operating budget by reducing the amount of maintenance needed to ensure safe functioning parking lots and pavement surfaces free of tripping hazards.

PROJECT JUSTIFICATION:

Pavement that has reached the end of its useful life and will receive an AC overlay. The remainder of the lots will receive a slurry seal application to preserve the pavement's condition and thereby reduce long term pavement operations and maintenance costs.

2018-19 Parking Lot Improvements	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**26,000**	-	-	-	-	-	-	**26,000**
IN-HOUSE SRV CHG DESIGN				25,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				1,000							
2-CONSTRUCTION	-	-	-	**251,000**	-	-	-	-	-	-	**251,000**
IN-HOUSE SRV CHG CONSTRUCTION				25,000							
CONTRACTUAL SERVICES CONSTRUCTION				225,000							
ADMINISTRATION CONSTRUCTION				1,000							
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**277,000**	-	-	-	-	-	-	**277,000**
REVENUE SOURCES:											
GENERAL CIP FUND			-	277,000							277,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**277,000**	-	-	-	-	-	-	**277,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2018-19 Avalon Canyon Site Maintenance

PROJECT DESCRIPTION AND OPERATING IMPACT:

Complete repairs on City access road and storm drain. Annual project to maintain and repair access road, drainage system, and to remove sediment and vegetation from sedimentation basins as needed.

PROJECT JUSTIFICATION:

Storm drain and access road are in need of repairs. Roadway, drainage, and sedimentation basins will require annual maintenance.

2018-19 Avalon Canyon Site Maintenance	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**28,000**	-	-	-	-	-	-	**28,000**
IN-HOUSE SRV CHG DESIGN				25,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				3,000							
2-CONSTRUCTION	-	-	-	**287,000**	-	-	-	-	-	-	**287,000**
IN-HOUSE SRV CHG CONSTRUCTION				25,000							
CONTRACTUAL SERVICES CONSTRUCTION				260,000							
ADMINISTRATION CONSTRUCTION				2,000							
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**315,000**	-	-	-	-	-	-	**315,000**
REVENUE SOURCES:											
MEASURE A				315,000							315,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**315,000**	-	-	-	-	-	-	**315,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Automated Property Storage System

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace current property shelving system with an automated evidence storage and retrieval system.

PROJECT JUSTIFICATION:

Currently property is stored in bins on generic shelving. The new automated system will allow the property to be placed in storage in one location and moved to its permanent location by the use of an automated system. The system would better track evidence, as well as prevent personnel from climbing or reaching to retrieve or replace evidence on the shelves. Also, this would increase capacity because there would be no longer need to be space for employees to move between shelves, and the shelves could be configured floor to ceiling.

Automated Property Storage System	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**10,000**	-	-	-	-	-	-	**10,000**
IN-HOUSE SRV CHG DESIGN				10,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	**80,000**	-	-	-	-	-	-	**80,000**
IN-HOUSE SRV CHG CONSTRUCTION				5,000							
CONTRACTUAL SERVICES CONSTRUCTION				75,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	**100,000**	-	-	-	-	-	-	**100,000**
EQUIPMENT				100,000							
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**190,000**	-	-	-	-	-	-	**190,000**
REVENUE SOURCES:											
UNKNOWN SOURCE				190,000							190,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**190,000**	-	-	-	-	-	-	**190,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Westmoor Park Clubhouse Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof.

PROJECT JUSTIFICATION:

The existing roof has reached the end of it's useful life.

Westmoor Park Clubhouse Roof Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	9,000	-	-	-	-	-	9,000
IN-HOUSE SRV CHG DESIGN					6,000						
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN					3,000						
2-CONSTRUCTION	-	-	-	-	68,000	-	-	-	-	-	68,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION					68,000						
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	77,000	-	-	-	-	-	77,000
REVENUE SOURCES:											
GENERAL CIP FUND					77,000						77,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	77,000	-	-	-	-	-	77,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Lincoln Community Ctr Roof and HVAC System Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof, HVAC units, and HVAC air duct.

PROJECT JUSTIFICATION:

The existing roof, HVAC units, and HVAC air ducts has reached the end of it's useful life.

coln Community Ctr Roof and HVAC System Replacem *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	**52,000**	-	-	-	-	-	**52,000**
IN-HOUSE SRV CHG DESIGN					13,000						
CONTRACTUAL SERVICES DESIGN					26,000						
ADMINISTRATION DESIGN					13,000						
2-CONSTRUCTION	-	-	-	-	**263,000**	-	-	-	-	-	**263,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION					263,000						
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	**315,000**	-	-	-	-	-	**315,000**
REVENUE SOURCES:											
GENERAL CIP FUND					315,000						315,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	**315,000**	-	-	-	-	-	**315,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2019-20 Parking Lot Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This project includes base failure repair, slurry seal application and asphalt concrete (AC) overlay of City owned parking lots. The project will also include minor striping changes and the construction on new accessible curb ramps. Parking lots to be slurry sealed include: Fire Station #1, Fire Station #3, Fire Station #4, and Fire Station #5. Pavement surfaces to be resurfaced include: Westmoor Park. There will be a Positive impact on operations and the operating budget by reducing the amount of maintenance needed to ensure safe functioning parking lots and pavement surfaces free of tripping hazards.

PROJECT JUSTIFICATION:

Pavement that has reached the end of its useful life and will receive an AC overlay. The remainder of the lots will receive a slurry seal application to preserve the pavement's condition and thereby reduce long term pavement operations and maintenance costs.

2019-20 Parking Lot Improvements	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-		23,000	-	-	-	-	-	23,000
IN-HOUSE SRV CHG DESIGN					20,000						
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN					3,000						
2-CONSTRUCTION	-	-	-		112,000	-	-	-	-	-	112,000
IN-HOUSE SRV CHG CONSTRUCTION					10,000						
CONTRACTUAL SERVICES CONSTRUCTION					100,000						
ADMINISTRATION CONSTRUCTION					2,000						
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	135,000	-	-	-	-	-	135,000
REVENUE SOURCES:											
GENERAL CIP FUND				-	135,000						135,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	135,000	-	-	-	-	-	135,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Archiving of Police Documents

PROJECT DESCRIPTION AND OPERATING IMPACT:

Contract with a firm to digitize thousands of police reports. The contract would also include the transfer of audio and video data to a digital format.

PROJECT JUSTIFICATION:

The police department is in possession of thousands of police reports, video tapes and audio tapes that must be retained by law. Currently these items are stored in several storage areas within the police station and take up approximately 1,000 square feet of usable space. The contract will allow us to digitize these items, preserve the integrity of the items and dispose of all hard copy and analog tapes. The digital format will be held in a secure server for future recall, should it be needed.

Archiving of Police Documents	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	**125,000**	-	-	-	-	-	**125,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION					125,000						
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	**125,000**	-	-	-	-	-	**125,000**
REVENUE SOURCES:											
UNKNOWN SOURCE					125,000						125,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	**125,000**	-	-	-	-	-	**125,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Police Base Station Upgrade

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace and upgrade police radio channels (PD-1 and PD-2) located at the base stations (Communication Towers). These locations include City Hall, Reservoir 2, Reservoir 5, Reservoir 2-B, San Bruno Mountain, Serramonte Center, and Pacifica City Hall. Project costs will include equipment from the manufacturer, labor costs from a local installer (City currently uses TEA Corporation) and telephone circuits.

PROJECT JUSTIFICATION:

The base stations were upgraded in FY 2012/13. It is recommended the equipment is upgraded every 5 to 7 years.

Police Base Station Upgrade	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	**300,000**	-	-	-	-	-	**300,000**
EQUIPMENT					300,000						
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	**300,000**	-	-	-	-	-	**300,000**
REVENUE SOURCES:											
GENERAL CIP FUND					300,000						300,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	**300,000**	-	-	-	-	-	**300,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Mobile Command Center

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the department's 20 year old Mobile Command Center.

PROJECT JUSTIFICATION:

The current Mobile Command Center (bus) will be 20 years old in 2019. The bus was purchased using OTS grant funds with a primary purpose of conducting DUI checkpoints. Due to weather conditions and age of the bus, it will need

Mobile Command Center *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	**400,000**	-	-	-	-	-	**400,000**
EQUIPMENT					400,000						
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	**400,000**	-	-	-	-	-	**400,000**
REVENUE SOURCES:											
UNKNOWN SOURCE					400,000						400,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	**400,000**	-	-	-	-	-	**400,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Fire Station 91 Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof.

PROJECT JUSTIFICATION:

The existing roof has reached the end of it's useful life.

Fire Station 91 Roof Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**14,000**	-	-	-	-	**14,000**
IN-HOUSE SRV CHG DESIGN						9,500					
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN						4,500					
2-CONSTRUCTION	-	-	-	-	-	**181,000**	-	-	-	-	**181,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION						181,000					
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**195,000**	-	-	-	-	**195,000**
REVENUE SOURCES:											
GENERAL CIP FUND						195,000					195,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**195,000**	-	-	-	-	**195,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Bayshore Community Center Exterior Painting

PROJECT DESCRIPTION AND OPERATING IMPACT:

Repaint exterior surface of facility, including repairing cracks in stucco and sealing seams.

PROJECT JUSTIFICATION:

Engaging in this projects prevents the outside elements from penetrating the exterior walls of the building.

Bayshore Community Center Exterior Painting	< ENTER PROJECT NAME HERE									
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**3,500**	-	-	-	-	**3,500**
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN						3,500					
2-CONSTRUCTION	-	-	-	-	-	**66,500**	-	-	-	-	**66,500**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION						66,500					
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**70,000**	-	-	-	-	**70,000**
REVENUE SOURCES:											
GENERAL CIP FUND						70,000					70,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**70,000**	-	-	-	-	**70,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Police Dept Carpet Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace carpet throughout the Police Department.

PROJECT JUSTIFICATION:

The carpet has exceeded the manufactures estimated useful life.

Police Dept Carpet Replacement	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	3,500	-	-	-	-	3,500
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN						3,500					
2-CONSTRUCTION	-	-	-	-	-	151,500	-	-	-	-	151,500
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION						151,500					
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	155,000	-	-	-	-	155,000
REVENUE SOURCES:											
GENERAL CIP FUND						155,000					155,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	155,000	-	-	-	-	155,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Civic Center Emergency Generator Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Emergency generator replacement project:
• Evaluate if relocation of generator is warranted
• Complete electrical load analyses to determine size of generator.
• Remove and replace/relocate the emergency generators and transfer switches
• Remove underground storage tank and associated equipment.
• Remediate contaminated soil where underground storage tank is located, if needed.
• Complete stationary generator permitting through Bay Area Air Quality Board.
This project has a negative impact to the operating budget. Expenses related to the underground storage tank testing and monitoring would be eliminated.

PROJECT JUSTIFICATION:

Engaging in this project will ensure City Hall,, including the Police Department can remain operational and responsive during power outages. The emergency generator is at the end of the manufactures estimated useful life

Civic Center Emergency Generator Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**23,000**	-	-	-	-	**23,000**
IN-HOUSE SRV CHG DESIGN						5,000					
CONTRACTUAL SERVICES DESIGN						15,000					
ADMINISTRATION DESIGN						3,000					
2-CONSTRUCTION	-	-	-	-	-	**271,000**	-	-	-	-	**271,000**
IN-HOUSE SRV CHG CONSTRUCTION						5,000					
CONTRACTUAL SERVICES CONSTRUCTION						264,000					
ADMINISTRATION CONSTRUCTION						2,000					
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**294,000**	-	-	-	-	**294,000**
REVENUE SOURCES:											
CIVIC CENTER FUND						294,000					294,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**294,000**	-	-	-	-	**294,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Beyond 2020 Avalon Canyon Site Maintenance

PROJECT DESCRIPTION AND OPERATING IMPACT:

Annual project to maintain and repair access road, drainage system, and to remove sediment and vegetation from sedimentation basins as needed.

PROJECT JUSTIFICATION:

Roadway, drainage, and sedimentation basins will require annual maintenance.

Beyond 2020 Avalon Canyon Site Maintenance	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**27,000**	-	-	**32,000**	-	**59,000**
IN-HOUSE SRV CHG DESIGN						25,000			30,000		
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN						2,000			2,000		
2-CONSTRUCTION	-	-	-	-	-	**73,000**	-	-	**88,000**	-	**161,000**
IN-HOUSE SRV CHG CONSTRUCTION						15,000			20,000		
CONTRACTUAL SERVICES CONSTRUCTION						58,000			68,000		
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**100,000**	-	-	**120,000**	-	**220,000**
REVENUE SOURCES:											
MEASURE A						100,000			120,000		220,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**100,000**	-	-	**120,000**	-	**220,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Serramonte Library HVAC Unit(s) Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace 4 HVAC rooftop package units and associated air ducting.

PROJECT JUSTIFICATION:

The 4 HVAC rooftop package units and associated air ducting is at the end of its estimated useful life.

Serramonte Library HVAC Unit(s) Replacement	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	10,000	-	-	-	10,000
IN-HOUSE SRV CHG DESIGN							5,000				
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN							5,000				
2-CONSTRUCTION	-	-	-	-	-	-	250,000	-	-	-	250,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION							250,000				
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	260,000	-	-	-	260,000
REVENUE SOURCES:											
GENERAL CIP FUND							260,000				260,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	260,000	-	-	-	260,000

< ENTER PROJECT NAME HERE

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Furniture/Workstation Replacement at Police

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace furniture and work stations in the Records Division, Investigations Division, Administrative Offices and both squad rooms.

PROJECT JUSTIFICATION:

At the time of replacement, the furniture and workstations will be at a minimum of 23 years old. The workstations will not be compliant with current ergonomic standards and will likely be unserviceable. In the past two years, the police department has used outside funding sources to replace furniture and work stations in the patrol commander offices, property room and prisoner processing center. These areas would be exempt from this request.

Furniture/Workstation Replacement at Police	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	**150,000**	-	-	-	**150,000**
EQUIPMENT							150,000				
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	**150,000**	-	-	-	**150,000**
REVENUE SOURCES:											
UNKNOWN SOURCE							150,000				150,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	**150,000**	-	-	-	**150,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

RO 406 St Francis Heights Streetlight Conversion

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the outdated regulated output (RO) circuitry with current standard parallel circuitry, grouping the streetlights into smaller groups each with a dedicated power drop from PG&E. This conversion will allow for the streetlights to be converted to LED lights, reducing the utility costs. This project would cover the St. Francis Heights neighborhood, including Westmoor Avenue, Carleton Avenue, Glenbrook Avenue, Higate Drive, Larkspur Avenue, Eastwood Avenue, Lincoln Avenue, Rockridge Avenue, Shelbourne Avenue, Monterey Drive, Huntington Drive, Edgemont Drive, Lakeshire Drive and Mariposa Drive.

PROJECT JUSTIFICATION:

The project will increase the reliability of the streetlights. RO circuit technology for powering streetlights is outdated, unreliable and expensive to operate and attempt to maintain. Updating the streetlight system to current technology, parallel circuitry and LED lighting will reduce maintenance cost, power consumption, streetlight outages and risk of injury to maintenance personnel due to working on a 4-thousand volt, high-voltage, electrical system rather than more common 120-volt electrical systems.

RO 406 St Francis Heights Streetlight Conversion *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	**95,000**	-	-	-	**95,000**
IN-HOUSE SRV CHG DESIGN							35,000				
CONTRACTUAL SERVICES DESIGN							55,000				
ADMINISTRATION DESIGN							5,000				
2-CONSTRUCTION	-	-	-	-	-	-	-	**550,000**	-	-	**550,000**
IN-HOUSE SRV CHG CONSTRUCTION								45,000			
CONTRACTUAL SERVICES CONSTRUCTION								500,000			
ADMINISTRATION CONSTRUCTION								5,000			
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	**95,000**	**550,000**	-	-	**645,000**
REVENUE SOURCES:											
ASSESSMENT DISTRICT							95,000	550,000			645,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	**95,000**	**550,000**	-	-	**645,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Civic Center South Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof.

PROJECT JUSTIFICATION:

The existing roof has reached the end of it's useful life.

Civic Center South Roof Replacement	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	20,000	-	20,000
IN-HOUSE SRV CHG DESIGN									15,000		
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN									5,000		
2-CONSTRUCTION	-	-	-	-	-	-	-	-	220,000	-	220,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION									220,000		
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	240,000	-	240,000
REVENUE SOURCES:											
CIVIC CENTER FUND									240,000		240,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	240,000	-	240,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Public Works Corp Yard - Facility Maintenance Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof.

PROJECT JUSTIFICATION:

The existing roof has reached the end of it's useful life.

Works Corp Yard - Facility Maintenance Roof Replac *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	**9,000**	**9,000**
IN-HOUSE SRV CHG DESIGN										6,000	
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN										3,000	
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	**61,000**	**61,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION										61,000	
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	**70,000**	**70,000**
REVENUE SOURCES:											
GENERAL CIP FUND										70,000	70,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	**70,000**	**70,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Fire Station 92 Roof Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace roof.

PROJECT JUSTIFICATION:

The existing roof has reached the end of it's useful life.

Fire Station 92 Roof Replacement	*< ENTER PROJECT NAME HERE*									
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	**17,000**	**17,000**
IN-HOUSE SRV CHG DESIGN										11,000	
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN										6,000	
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	**213,000**	**213,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION										213,000	
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	**230,000**	**230,000**
REVENUE SOURCES:											
GENERAL CIP FUND										230,000	230,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	**230,000**	**230,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Station/Finance Department Video Surveillance

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace video surveillance cameras and storage equipment in the police department and Finance Department. Replace two interview room cameras and storage equipment.

PROJECT JUSTIFICATION:

In 2015/16 the police department used external funding sources to purchase and install a video surveillance system and included two interview rooms. These systems also include an external camera system for the Finance Department. The industry standard for replacement of security system and storage solutions is ten years. We anticipate in 2024/25, the current technology will be outdated, and the system will need to be replaced.

Station/Finance Department Video Surveillance	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	**200,000**	**200,000**
EQUIPMENT										200,000	
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	**200,000**	**200,000**
REVENUE SOURCES:											
UNKNOWN SOURCE										200,000	200,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	**200,000**	**200,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Serramonte Library Lighting and Elevator

PROJECT DESCRIPTION AND OPERATING IMPACT:

Upgrade obsolete and inefficient lighting system throughout first and second floor of the facility, to include new energy efficient lighting, lighting controls, and T-Bar ceiling.
Install elevator to allow ADA access to the first floor.
Minimal impact to operating budget for annual elevator maintenance service agreement. However, cost associated with lower energy bills, and less material and labor to maintain antiquated lighting system may negate the cost of the annual elevator maintenance service.

PROJECT JUSTIFICATION:

Engaging in this project would allow ADA access to the first floor of the library. Replacing the antiquated lighting system with energy efficient lighting and lighting controls would result in lower operating and maintenance cost.

Serramonte Library Lighting and Elevator	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-
REVENUE SOURCES:											
GENERAL CIP FUND											-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE					2,800	2,800	2,800	2,800	2,800	2,900	16,900
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	**2,800**	**2,800**	**2,800**	**2,800**	**2,800**	**2,900**	**16,900**

Station 94 Training Building Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replacement of the current training structure at Station 94. The current structure will need replacement. The proposed facility can be utilized for both live fire training and non-live fire training. Fire units currently are required to travel outside of the city for live fire manipulative training. The new facility could be utilized for ventilation, search and forcible entry training. DCPD could also utilize the facility for search and forcible entry training. The project includes demolition of the existing building and its disposal and new connection to electrical service.

PROJECT JUSTIFICATION:

The current training structure has mold and wood rot issues. The building will need to be removed or replaced in the coming years due to personnel safety issues concerning both the mold and rot issues.

Station 94 Training Building Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-
REVENUE SOURCES:											
											-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL		-									-
OPERATING & MAINTENANCE		-									-
OTHER		-									-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Transportation Fund

The City of Daly City's transportation improvement program is intended to address all forms of transportation, including pedestrian, bicycle, automobile and to a limited extent transit; transit agencies such as BART and SamTrans are responsible for mass transit. The goals of the transportation improvement program are to preserve transportation infrastructure assets, improve safety, increase the availability of transportation options, reduce congestion and improve the efficiency of the transportation system for the residents of Daly City.

Schwerin Street: 2015-16 Annual Concrete Safety Project repaired sidewalk uplifted by street trees.

Funding Sources

The projects identified in the Transportation Fund (previously referred as the Gas Tax Fund) have restricted revenue sources that can only fund projects that improve the transportation system. These dedicated/restricted funds include: State Gas Taxes (taxes collected on the sale of gasoline), San Mateo County Measure A funds (sales tax collected in the County), Measure M (vehicle registration fees), state and federal transportation funds, and grants. There is a concern that several of these traditional funding sources will decline in the future. For example, as more electric and fuel-efficient vehicles are purchased there will be more vehicles on the roadways increasing congestion and damage, but paying less in gas taxes per vehicle.

Lake Merced Boulevard: City leveraged private developer funds to construct bulb out, rapid flashing lights, and high visibility crosswalks.

In addition to transportation funding traditionally received from taxes, the City also receives intermittent or one-time fees from private property developers to mitigate the impact of increased traffic generated from private development projects. These traffic impact fees are restricted and can only be used to fund projects that help mitigate the effects of increased traffic congestion associated with the development and population density, such as for widening streets or otherwise modifying a street to carry more traffic. These traffic impact fees can also be used to install traffic signals or other forms of technology to make traffic flow more efficiently.

The City's Public Works staff has been aggressive in securing grant funding from a variety of sources to fund transportation improvements. Currently active transportation projects and projects planned for the next two years benefit from approximately $4.6 million in grant funds. Projects substantially funded by grants (70% to as much as 90%) include the Central Corridor Bicycle and Pedestrian Improvements, John Daly Boulevard Streetscape Improvements and the Enhanced Pedestrian and Bicycle Visibility Improvements.

Overview of Projects

When transportation funds are scarcer due to a sluggish economy, a majority of projects are directed to transportation infrastructure preservation and safety. When transportation funds are more abundant due to a robust economy or greater availability of grant funding, projects considered for the CIP include improving access to transportation options, reducing congestion, and improving the overall efficiency of the transportation system.

Allemany Street: 2015-16 Street Resurfacing Project repaired the street pavement, before and after photographs.

Daly City's roadway pavement, traffic signals, streetlights and safety and directional signs are in reasonably good condition. The City's street pavement is currently rated with a Metropolitan Transportation Commission (MTC) Pavement Condition Index (PCI) score of 76, which is considered "Good." However, with the City's increased use of gas tax funds for annual operating expenditures, such as street tree and median island landscape maintenance, combined with decreased funding from traditional sources, there is a real concern that Daly City will be unable to maintain its roadway system at the current level. Over time this will lead to the long-term deterioration of transportation infrastructure assets and ultimately higher overall cost.

Currently, and with the next two year budget, a majority of projects and transportation funding is directed to pavement preservation such as the annual pavement surface seal program (slurry seal) and pavement rehabilitation programs (overlay and reconstruction). The remaining non-grants transportation funds are used to finance traffic signals, safety improvements, and bicycle and pedestrian improvement projects.

2016-17 MRP Trash Capture Program

PROJECT DESCRIPTION AND OPERATING IMPACT:

Installation of full trash capture devices in storm drain catch basins to reduce the trash load being discharged through the municipal separate storm sewer system. Some of this amount will be carry over from 87-920-811 and 17-312-615. Operating impact will require biannual maintenance of each catch basin once devices are installed.

PROJECT JUSTIFICATION:

The City of Daly City must achieve a trash load reduction of 70% by July 1, 2017 to remain compliant with Provision C.10. of the Municipal Regional Stormwater Permit.

2016-17 MRP Trash Capture Program	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	**42,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**42,000**
IN-HOUSE SRV CHG DESIGN	40,000										
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN	2,000										
2-CONSTRUCTION	**-**	**374,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**374,000**
IN-HOUSE SRV CHG CONSTRUCTION		39,000									
CONTRACTUAL SERVICES CONSTRUCTION		334,000									
ADMINISTRATION CONSTRUCTION		1,000									
3-EQUIPMENT	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
EQUIPMENT											
4-OTHER USES											**-**
TOTAL PROJECT EXPENDITURES	**42,000**	**374,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**416,000**
REVENUE SOURCES:											
SANITATION DISTRICT	42,000	374,000									416,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**42,000**	**374,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**416,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL			50,000	50,000	55,000	55,000	60,000	60,000	65,000	65,000	460,000
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	**-**	**-**	**50,000**	**50,000**	**55,000**	**55,000**	**60,000**	**60,000**	**65,000**	**65,000**	**460,000**

Stormdrain Video Inspection

PROJECT DESCRIPTION AND OPERATING IMPACT:

Video inspection of storm drain lines shall be performed on an "on-call" Work Order basis at designated locations throughout the City.

PROJECT JUSTIFICATION:

Video inspection is needed to identify the condition of storm drain lines and plan for future maintenance.

Stormdrain Video Inspection	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	10,000	-	-	-	-	-	-	-	-	10,000
IN-HOUSE SRV CHG DESIGN		10,000									
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	55,000	-	-	-	-	-	-	-	-	55,000
IN-HOUSE SRV CHG CONSTRUCTION		10,000									
CONTRACTUAL SERVICES CONSTRUCTION		45,000									
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	65,000	-	-	-	-	-	-	-	-	65,000

REVENUE SOURCES:											
AB1600-STORMWATER		65,000									65,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	65,000	-	-	-	-	-	-	-	-	65,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2016-17 ADA/Sidewalk Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This is an on-going annual program to repair and improve curbs, gutters, sidewalks, and driveways throughout the City. Work shall be performed on an "on-call" work order basis at designated locations throughout the City. Contract management and inspection time spent by City staff is included in the overall CIP program budget. Reimbursement to the City for repairs made on behalf of property owners include the cost of City staff time. Reimbursements received from property owners will be deposited back into the project account.

PROJECT JUSTIFICATION:

This project assists in managing the City's risk by reducing or eliminating trip and fall hazards from public curbs, gutters and sidewalks.

2016-17 ADA/Sidewalk Improvements ***< ENTER PROJECT NAME HERE***

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN		**12,000**	-	-	-	-	-	-	-	-	**12,000**
IN-HOUSE SRV CHG DESIGN		10,000									
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN		2,000									
2-CONSTRUCTION		**103,000**	-	-	-	-	-	-	-	-	**103,000**
IN-HOUSE SRV CHG CONSTRUCTION		20,000									
CONTRACTUAL SERVICES CONSTRUCTION		80,000									
ADMINISTRATION CONSTRUCTION		3,000									
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**115,000**	-	-	-	-	-	-	-	-	**115,000**
REVENUE SOURCES:											
MEASURE A		115,000									115,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**115,000**	-	-	-	-	-	-	-	-	**115,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2017-18 ADA/Sidewalk Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This is an on-going annual program to repair and improve curbs, gutters, sidewalks, and driveways throughout the City. Work shall be performed on an "on-call" work order basis at designated locations throughout the City. Contract management and inspection time spent by City staff is included in the overall CIP program budget. Reimbursement to the City for repairs made on behalf of property owners include the cost of City staff time. Reimbursements received from property owners will be deposited back into the project account.

PROJECT JUSTIFICATION:

This project assists in managing the City's risk by reducing or eliminating trip and fall hazards from public curbs, gutters and sidewalks.

2017-18 ADA/Sidewalk Improvements	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**15,000**	-	-	-	-	-	-	-	-	**15,000**
IN-HOUSE SRV CHG DESIGN		12,000									
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN		3,000									
2-CONSTRUCTION	-	-	**105,000**	-	-	-	-	-	-	-	**105,000**
IN-HOUSE SRV CHG CONSTRUCTION			20,000								
CONTRACTUAL SERVICES CONSTRUCTION			83,000								
ADMINISTRATION CONSTRUCTION			2,000								
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**15,000**	**105,000**	-	-	-	-	-	-	-	**120,000**
REVENUE SOURCES:											
MEASURE A		15,000	105,000								120,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**15,000**	**105,000**	-	-	-	-	-	-	-	**120,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2017-18 Street Resurfacing

PROJECT DESCRIPTION AND OPERATING IMPACT:

Repair and overlay street segments selected from the City's 5-Year Master Plan for street repair and resurfacing in coordination with the City's Pavement Management System recommendations, the Streets Division, and Department of Water and Wastewater Resources. Repair and improve curbs, gutters, sidewalks, driveways and ADA curb ramps. Install bicycle routes and lanes per the City's Bicycle Master Plan.
The 2017-18 Street Resurfacing project will include the installation of ADA compliant curb ramps and resurfacing of Longview Drive, Vale Street, Mateo Avenue, East Cavour Street, East Market Avenue, and Werner Avenue.

PROJECT JUSTIFICATION:

The remaining life and condition of existing streets can be extended and preserved more cost effectively through timely street resurfacing before serious deterioration sets in. Manages the City's risk by providing compliance with current ADA laws.

2017-18 Street Resurfacing	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	**155,000**	-	-	-	-	-	-	-	-	**155,000**
IN-HOUSE SRV CHG DESIGN		50,000									
CONTRACTUAL SERVICES DESIGN		100,000									
ADMINISTRATION DESIGN		5,000									
2-CONSTRUCTION	-	-	**1,210,000**	-	-	-	-	-	-	-	**1,210,000**
IN-HOUSE SRV CHG CONSTRUCTION			106,000								
CONTRACTUAL SERVICES CONSTRUCTION			1,101,000								
ADMINISTRATION CONSTRUCTION			3,000								
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**155,000**	**1,210,000**	-	-	-	-	-	-	-	**1,365,000**
REVENUE SOURCES:											
MEASURE A		155,000	1,060,000								1,215,000
WATER FUND			24,000								24,000
SANITATION DISTRICT			40,000								40,000
UNKNOWN SOURCE			86,000								86,000
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**155,000**	**1,210,000**	-	-	-	-	-	-	-	**1,365,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2018-19 ADA/Sidewalk Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This is an on-going annual program to repair and improve curbs, gutters, sidewalks, and driveways throughout the City. Work shall be performed on an "on-call" work order basis at designated locations throughout the City. Contract management and inspection time spent by City staff is included in the overall CIP program budget. Reimbursement to the City for repairs made on behalf of property owners include the cost of City staff time. Reimbursements received from property owners will be deposited back into the project account.

PROJECT JUSTIFICATION:

This project assists in managing the City's risk by reducing or eliminating trip and fall hazards from public curbs, gutters and sidewalks.

2018-19 ADA/Sidewalk Improvements *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	15,000	-	-	-	-	-	-	-	15,000
IN-HOUSE SRV CHG DESIGN			12,000								
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN			3,000								
2-CONSTRUCTION	-	-	-	110,000	-	-	-	-	-	-	110,000
IN-HOUSE SRV CHG CONSTRUCTION				20,000							
CONTRACTUAL SERVICES CONSTRUCTION				88,000							
ADMINISTRATION CONSTRUCTION				2,000							
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	15,000	110,000	-	-	-	-	-	-	125,000
REVENUE SOURCES:											
MEASURE A			15,000	110,000							125,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	15,000	110,000	-	-	-	-	-	-	125,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2018-19 Street Resurfacing

PROJECT DESCRIPTION AND OPERATING IMPACT:

Repair and overlay street segments selected from the City's 5-Year Master Plan for street repair and resurfacing in coordination with the City's Pavement Management System recommendations, the Streets Division, and Department of Water and Wastewater Resources. Repair and improve curbs, gutters, sidewalks, driveways and ADA curb ramps. Install bicycle routes and lanes per the City's Bicycle Master Plan.
The 2018-19 Street Resurfacing project will include the installation of ADA compliant curb ramps and resurfacing of Guadalupe Canyon Parkway, Valley Street, 1st Avenue, 2nd Avenue, 3rd Avenue, and Westmoor Avenue.

PROJECT JUSTIFICATION:

The remaining life and condition of existing streets can be extended and preserved more cost effectively through timely street resurfacing before serious deterioration sets in. Manages the City's risk by providing compliance with current ADA laws.

2018-19 Street Resurfacing ***< ENTER PROJECT NAME HERE***

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**155,000**	-	-	-	-	-	-	-	**155,000**
IN-HOUSE SRV CHG DESIGN			50,000								
CONTRACTUAL SERVICES DESIGN			100,000								
ADMINISTRATION DESIGN			5,000								
2-CONSTRUCTION	-	-	-	**1,560,000**	-	-	-	-	-	-	**1,560,000**
IN-HOUSE SRV CHG CONSTRUCTION				141,000							
CONTRACTUAL SERVICES CONSTRUCTION				1,416,000							
ADMINISTRATION CONSTRUCTION				3,000							
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**155,000**	**1,560,000**	-	-	-	-	-	-	**1,715,000**
REVENUE SOURCES:											
MEASURE A			155,000	1,410,000							1,565,000
WATER FUND				100,000							100,000
SANITATION DISTRICT				50,000							50,000
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**155,000**	**1,560,000**	-	-	-	-	-	-	**1,715,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Bayshore Street Slurry Seal

PROJECT DESCRIPTION AND OPERATING IMPACT:

The application of latex-modified asphalt slurry seal on selected streets citywide per the 7-year Street Slurry Seal Master Plan and in coordination with the City's pavement Management System recommendations. The operating impact will reduce the street maintenance effort for pavement repair and patching. The Bayshore slurry seal project will examine the following streets and a slurry seal will be applied if it is determined to be an appropriate treatment: Accacia St., Alexis Circle, Allan St., Alta Vista Way, Arden Ct., Ardendale Dr., Baltimore way, Bay Ridge Dr., Bayshore Blvd., Bellevue Ave., Calgary St., Canyon Dr., Caroline way, Carter St., Castillo St., Cordova St., Crocker Ave., Dalerose Ct., Estate Ct., Farrier Place, Geneva Ave., Jacqueline Ct., Jacqueline Ln., Linda Vista Dr., MacDonald Ave., Martin Trail, Martin St., Mira Vista Ct., Nancy Lane, Oakridge Dr., Oriente St., Pasadena St., Polaris Way, Pueblo St., Rio Verde St., Schwerin St., Sharon Ct., South Hill Blvd., South Hill Ct., Steve Courter Way, Talbert St., Velasco Ave.

PROJECT JUSTIFICATION:

The life and condition of residential streets, which have not deteriorated significantly to require re-paving, can be more cost-effectively preserved with the application of latex-modified asphalt slurry seal.

Bayshore Street Slurry Seal	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**45,000**	-	-	-	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN		40,000									
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN		5,000									
2-CONSTRUCTION	-	-	**1,155,000**	-	-	-	-	-	-	-	**1,155,000**
IN-HOUSE SRV CHG CONSTRUCTION			40,000								
CONTRACTUAL SERVICES CONSTRUCTION			1,114,000								
ADMINISTRATION CONSTRUCTION			1,000								
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**45,000**	**1,155,000**	-	-	-	-	-	-	-	**1,200,000**
REVENUE SOURCES:											
MEASURE M			300,000								300,000
MEASURE A		45,000	855,000								900,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**45,000**	**1,155,000**	-	-	-	-	-	-	-	**1,200,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Bicycle and Pedestrian Master Plan

PROJECT DESCRIPTION AND OPERATING IMPACT:

The Daly City Bicycle and Pedestrian Master Plan will be updated to identify the improvements necessary to improve the safety and accessibility of the City's multimodal transportation network. Robust community outreach will be conducted to better reflect current area conditions and stakeholder needs. Existing conditions will be studied and a needs analysis will develop estimates for demand and network suitability to guide the preparation of the Plan. A comprehensive list of prioritized bicycle and pedestrian project and programmatic recommendations will be developed along with an implementation plan to ensure progress in the Plan's completion. The City has applied for the Caltrans Sustainable Communities Grant for the purpose of updating the Bicycle and Master Plan.

PROJECT JUSTIFICATION:

The current Daly City Bicycle and Pedestrian Master Plan is in need of an update to provide a more detailed vision and strategy for the improvement of bicycle and pedestrian facilities. The enhanced safety and comfort of bicycle and pedestrian facilities will encourage the public to choose alternate modes of transportation such as walking, bicycling and public transportation. Creating a walkable and bikeable community will provide health and environmental benefits by reducing air pollution and emissions of greenhouse gases. Our community will increase its economic competitiveness by creating a more desirable place to live and work.

Bicycle and Pedestrian Master Plan	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	**-**	**300,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**300,000**
IN-HOUSE SRV CHG DESIGN		45,000									
CONTRACTUAL SERVICES DESIGN		250,000									
ADMINISTRATION DESIGN		5,000									
2-CONSTRUCTION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
EQUIPMENT											
4-OTHER USES											**-**
TOTAL PROJECT EXPENDITURES	**-**	**300,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**300,000**
REVENUE SOURCES:											
MEASURE A		61,000									61,000
GRANT		239,000									239,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**-**	**300,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**300,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

Callan Blvd/Serramonte Center Driveway Traffic Signal Installation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install new traffic signal at Callan Boulevard/Serramonte Center Driveway and communication to nearby intersection. Increase in traffic signal operating costs due to increase utility costs.

PROJECT JUSTIFICATION:

Traffic will increase with the expansion of the shopping center and the construction of the parking garage. The traffic signal is needed to manage traffic entering and exiting the shopping center driveway.

Blvd/Serramonte Center Driveway Traffic Signal Insta	< ENTER PROJECT NAME HERE									
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**38,000**	-	-	-	-	-	-	-	**38,000**
IN-HOUSE SRV CHG DESIGN			6,000								
CONTRACTUAL SERVICES DESIGN			30,000								
ADMINISTRATION DESIGN			2,000								
2-CONSTRUCTION	-	-	**412,000**	-	-	-	-	-	-	-	**412,000**
IN-HOUSE SRV CHG CONSTRUCTION			35,000								
CONTRACTUAL SERVICES CONSTRUCTION			375,000								
ADMINISTRATION CONSTRUCTION			2,000								
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**450,000**	-	-	-	-	-	-	-	**450,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION			450,000								450,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**450,000**	-	-	-	-	-	-	-	**450,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE			600	610	625	650	675	700	730	760	5,350
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	**600**	**610**	**625**	**650**	**675**	**700**	**730**	**760**	**5,350**

Callan Blvd/Serramonte Blvd Traffic Signal Installation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install new traffic signal at Callan Boulevard/Serramonte Boulevard and communication to nearby intersection. Increase in traffic signal operating costs due to increase utility costs.

PROJECT JUSTIFICATION:

The intersection meets the warrants for a traffic signal. Traffic from nearby developments will degrade the level of service to an unacceptable level at the intersection.

Callan Blvd/Serramonte Blvd Traffic Signal Installatio	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	**465,000**	-	-	-	-	-	-	-	-	-	**465,000**
IN-HOUSE SRV CHG CONSTRUCTION	7,000										
CONTRACTUAL SERVICES CONSTRUCTION	423,000										
ADMINISTRATION CONSTRUCTION	35,000										
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	**465,000**	-	-	-	-	-	-	-	-	-	**465,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION	465,000										465,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**465,000**	-	-	-	-	-	-	-	-	-	**465,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE	600	600	610	625	650	675	700	730	760	800	6,750
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	**600**	**600**	**610**	**625**	**650**	**675**	**700**	**730**	**760**	**800**	**6,750**

Central Corridor Bike/Ped Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install bike lanes and routes, curb, gutter, sidewalk, bulb-outs, ADA compliant curb ramps, and other pedestrian facility enhancements. Project locations include: Eastmoor Ave/San Pedro Rd/East Market St/Guadalupe Canyon Parkway; Junipero Serra Blvd between John Daly Blvd and the City limit (near D Street); Mission Street between San Pedro Rd and A Street. City was awarded ATP and TDA grant funds to complete the project.

PROJECT JUSTIFICATION:

The project will increase the number of bicycling and walking trips in Daly City, improve safety and mobility, and help achieve greenhouse gas reductions.

Central Corridor Bike/Ped Improvements	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN		**300,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**300,000**
IN-HOUSE SRV CHG DESIGN		75,000									
CONTRACTUAL SERVICES DESIGN		225,000									
ADMINISTRATION DESIGN											
2-CONSTRUCTION	**-**	**-**	**-**	**1,976,000**	**-**	**-**	**-**	**-**	**-**	**-**	**1,976,000**
IN-HOUSE SRV CHG CONSTRUCTION				76,000							
CONTRACTUAL SERVICES CONSTRUCTION				1,900,000							
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
EQUIPMENT											
4-OTHER USES											**-**
TOTAL PROJECT EXPENDITURES	**-**	**300,000**	**-**	**1,976,000**	**-**	**-**	**-**	**-**	**-**	**-**	**2,276,000**
REVENUE SOURCES:											
GRANT		250,000		1,769,000							2,019,000
GRANT				154,000							154,000
AB1600-TRANSPORTATION		50,000		53,000							103,000
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**-**	**300,000**	**-**	**1,976,000**	**-**	**-**	**-**	**-**	**-**	**-**	**2,276,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Centralized Controller / Battery Back-up Traffic Signal

PROJECT DESCRIPTION AND OPERATING IMPACT:

Purchase and installation battery back-up systems for each traffic signal. Impact on operating budget would be negligible. Replace and upgrade traffic signal equipment, include traffic signal controller, traffic signal cabinets and conflict monitors for better coordination and technical support. Install communication between the traffic signals and City Hall and corporation yard. Purchase and install central signal system to manage traffic signals.

PROJECT JUSTIFICATION:

The battery back-up system would allow the traffic signal to continue to operate during a power outage. This would reduce traffic congestion and injury accidents and free up personnel costs as police are often called out to direct traffic at major intersections. The traffic signal equipment at various locations is obsolete and no longer supported by the manufacturer. Upgrading the traffic controllers would allow staff to remotely monitor the traffic signals and reduce trips to the traffic signal cabinets.

Centralized Controller / Battery Back-up Traffic Signa *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**82,000**	-	-	-	-	-	**12,000**	-	-	**94,000**
IN-HOUSE SRV CHG DESIGN		25,000						10,000			
CONTRACTUAL SERVICES DESIGN		52,000									
ADMINISTRATION DESIGN		5,000						2,000			
2-CONSTRUCTION	-	-	**828,000**	-	-	-	-	**238,000**	-	-	**1,066,000**
IN-HOUSE SRV CHG CONSTRUCTION			30,000					10,000			
CONTRACTUAL SERVICES CONSTRUCTION			790,000					225,000			
ADMINISTRATION CONSTRUCTION			8,000					3,000			
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**82,000**	**828,000**	-	-	-	-	**250,000**	-	-	**1,160,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION		82,000	828,000					250,000			1,160,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**82,000**	**828,000**	-	-	-	-	**250,000**	-	-	**1,160,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Emergency Vehicle Preemption

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install traffic emergency preemption equipment at 32 traffic signals and on 15 emergency vehicles.

PROJECT JUSTIFICATION:

The devices would allow emergency vehicles to reduce emergency response times and reduce potential accidents at signalized intersections.

Emergency Vehicle Preemption	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**25,000**	-	-	-	-	-	-	-	**25,000**
IN-HOUSE SRV CHG DESIGN			21,000								
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN			4,000								
2-CONSTRUCTION	-	-	-	**330,000**	-	-	-	-	-	-	**330,000**
IN-HOUSE SRV CHG CONSTRUCTION				25,000							
CONTRACTUAL SERVICES CONSTRUCTION				300,000							
ADMINISTRATION CONSTRUCTION				5,000							
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**25,000**	**330,000**	-	-	-	-	-	-	**355,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION			25,000	330,000							355,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**25,000**	**330,000**	-	-	-	-	-	-	**355,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Enhanced Pedestrian and Bicycle Visibility

PROJECT DESCRIPTION AND OPERATING IMPACT:

The Enhanced Pedestrian and Bicycle Visibility Project proposes to install crosswalk warning light systems at various intersections and to construct all the remaining bicycle routes and lanes that are feasible at this time from the City of Daly City's Bicycle Master Plan. The new crosswalk warning light system is anticipated to require maintenance and repair by a street light operations technician.

PROJECT JUSTIFICATION:

There is a potential to enhance pedestrian and bicycle safety and visibility within several intersections and streets in Daly City. Crosswalk warning light systems help to enhance pedestrian safety across unsignalized crosswalks. Cycling activity relies heavily on the conditions of a bicycle network. The bicycle network in Daly City is limited and disconnected.

Enhanced Pedestrian and Bicycle Visibility	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**36,000**	-	-	-	-	-	-	-	-	**36,000**
IN-HOUSE SRV CHG DESIGN		35,000									
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN		1,000									
2-CONSTRUCTION	-	**339,000**	-	-	-	-	-	-	-	-	**339,000**
IN-HOUSE SRV CHG CONSTRUCTION		22,000									
CONTRACTUAL SERVICES CONSTRUCTION		315,500									
ADMINISTRATION CONSTRUCTION		1,500									
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**375,000**	-	-	-	-	-	-	-	-	**375,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION		37,500									37,500
GRANT		337,500									337,500
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**375,000**	-	-	-	-	-	-	-	-	**375,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL			1,000	1,500	2,000	2,500	3,000	3,500	4,000	4,500	22,000
OPERATING & MAINTENANCE				500	500	500	500	500	500	500	3,500
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	**1,000**	**2,000**	**2,500**	**3,000**	**3,500**	**4,000**	**4,500**	**5,000**	**25,500**

Geneva Ave Lane Signs Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove the existing lane designation signs on Geneva Avenue in front of the Cow Palace and replace the signs with a dynamic message sign.

PROJECT JUSTIFICATION:

The existing signs are mechanical and old. The new signs will be easier to use and allow for greater flexibility in message display.

Geneva Ave Lane Signs Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	10,000	-	-	-	-	-	-	-	10,000
IN-HOUSE SRV CHG DESIGN			9,000								
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN			1,000								
2-CONSTRUCTION	-	-	-	38,000	-	-	-	-	-	-	38,000
IN-HOUSE SRV CHG CONSTRUCTION				7,000							
CONTRACTUAL SERVICES CONSTRUCTION				30,000							
ADMINISTRATION CONSTRUCTION				1,000							
3-EQUIPMENT	-	-	-	2,000	-	-	-	-	-	-	2,000
EQUIPMENT				2,000							
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	10,000	40,000	-	-	-	-	-	-	50,000
REVENUE SOURCES:											
MEASURE A			10,000	40,000							50,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	10,000	40,000	-	-	-	-	-	-	50,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

John Daly Blvd Bridge Lights Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Remove and replace the street lights on the John Daly Boulevard freeway bridge with LED fixtures. Energy costs will decrease with new LED fixtures.

PROJECT JUSTIFICATION:

The street light poles are rusted and the fixtures are in danger of falling off.

John Daly Blvd Bridge Lights Replacement	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	12,000	-	-	-	-	-	-	-	-	12,000
IN-HOUSE SRV CHG DESIGN		10,000									
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN		2,000									
2-CONSTRUCTION	-	-	200,000	-	-	-	-	-	-	-	200,000
IN-HOUSE SRV CHG CONSTRUCTION			15,000								
CONTRACTUAL SERVICES CONSTRUCTION			180,000								
ADMINISTRATION CONSTRUCTION			5,000								
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	12,000	200,000	-	-	-	-	-	-	-	212,000
REVENUE SOURCES:											
MEASURE A		12,000	200,000								212,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	12,000	200,000	-	-	-	-	-	-	-	212,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

JSB/Geneva/San Pedro Pavement Rehab

PROJECT DESCRIPTION AND OPERATING IMPACT:

Repair and overlay street segments selected from the City's 5-Year Master Plan for street repair and resurfacing in coordination with the City's Pavement Management System recommendations, the Streets Division, and Department of Water and Wastewater Resources. Repair and improve curbs, gutters, sidewalks, driveways and ADA curb ramps. Install bicycle routes and lanes per the City's Bicycle Master Plan.
The Junipero Serra Boulevard, Geneva Avenue, and San Pedro Road Rehabilitation project will include the installation of ADA compliant curb ramps and rehabilitation of Junipero Serra Boulevard, Geneva Avenue and San Pedro Road. The intersection of John Daly Boulevard and Junipero Serra Boulevard along with patch work for the eastbound lane of John Daly Boulevard will be included as an alternate.

PROJECT JUSTIFICATION:

Junipero Serra Blvd and Geneva Avenue have PCI's less than 25, which falls in the MTC's Pavement Category V (Very Poor Rating). Manages the City's risk by providing compliance with current ADA laws.

JSB/Geneva/San Pedro Pavement Rehab	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	**2,150,000**	-	-	-	-	-	-	-	-	**2,150,000**
IN-HOUSE SRV CHG CONSTRUCTION		100,000									
CONTRACTUAL SERVICES CONSTRUCTION		2,047,000									
ADMINISTRATION CONSTRUCTION		3,000									
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT	-										
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**2,150,000**	-	-	-	-	-	-	-	-	**2,150,000**
REVENUE SOURCES:											
MEASURE A		2,000,000									2,000,000
WATER FUND		13,000									13,000
SANITATION DISTRICT		9,000									9,000
UNKNOWN SOURCE		128,000									128,000
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**2,150,000**	-	-	-	-	-	-	-	-	**2,150,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

St Francis Heights Street Slurry Seal

PROJECT DESCRIPTION AND OPERATING IMPACT:

The application of latex-modified asphalt slurry seal on selected streets citywide per the 7-year Street Slurry Seal Master Plan and in coordination with the City's pavement Management System recommendations. The operating impact will reduce the street maintenance effort for pavement repair and patching. The St. Francis Heights slurry seal project will examine the following streets and a slurry seal will be applied if it is determined to be an appropriate treatment: Alta Loma Ave., Belhaven Ave., Belhaven Ct., Buena Vista Ave., Campana Ave., Carleton Ave., Castillejo Dr., Cerro Ct., Cerro Dr., Clarinada Ave., Del Prado Dr., Eastmoor Ave., Edgemont Dr., El Dorado Dr., Escuela Dr., Glenbrook Ave., Grandview Ave., Higate Dr., Huntington Dr. , Lakeshire Dr., Larkspur Ave., Lincoln Ave., Mariposa Ave., Mayfield Ave., Midvale Dr., Monterey Dr., Northaven Dr., Olcese Ct., Pamela Ct., Portola Ave., Ridgefield Ave., Rockridge Ave., San Fernando Way, San Miguel Ave., Santa Elena Ave., Santa Paula Dr., Santa Rita Ave., Savage Way, Shelbourne Ave., Southdale Ave., St. Catherine Dr., St. Francis Blvd, St. James Ct., St. Marks Ct., St. Michaels Ct., Verano Dr., Woodland Ave., Woodside Ave., Zita Manor

PROJECT JUSTIFICATION:

The life and condition of residential streets, which have not deteriorated significantly to require re-paving, can be more cost-effectively preserved with the application of latex-modified asphalt slurry seal.

St Francis Heights Street Slurry Seal	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**45,000**	-	-	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN			40,000								
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN			5,000								
2-CONSTRUCTION	-	-	-	**1,165,000**	-	-	-	-	-	-	**1,165,000**
IN-HOUSE SRV CHG CONSTRUCTION				40,000							
CONTRACTUAL SERVICES CONSTRUCTION				1,124,000							
ADMINISTRATION CONSTRUCTION				1,000							
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**45,000**	**1,165,000**	-	-	-	-	-	-	**1,210,000**
REVENUE SOURCES:											
MEASURE M				300,000							300,000
MEASURE A			45,000	865,000							910,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**45,000**	**1,165,000**	-	-	-	-	-	-	**1,210,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Westlake Street Slurry Seal

PROJECT DESCRIPTION AND OPERATING IMPACT:

The application of latex-modified asphalt slurry seal on selected streets citywide per the 7-year Street Slurry Seal Master Plan and in coordination with the City's pavement Management System recommendations. The operating impact will reduce the street maintenance effort for pavement repair and patching. The Westlake slurry seal project will examine the following streets and a slurry seal will be applied if it is determined to be an appropriate treatment: Belford Dr., Belmar Ave., Belmont Dr., Cliffside Dr., Crestwood Dr., Dorchest Dr., Eastgate., Elmwood Dr., Fairlawn Ave., Fairlawn Ct., Fairmont Dr., Forest Grove Dr., Glenwood Ave., Hillsdale Ave., Lake Merced Blvd., Lake Vista Ave., Lakewood Dr., Maddux Dr., N. Mayfair Ave., Northgate Ave., Parkwood Dr., Rockford., S. Mayfair Ave., Sheffield Dr., Westlawn Ave., Westmont Dr., Weston Dr., Wilshire Ave.

PROJECT JUSTIFICATION:

The life and condition of residential streets, which have not deteriorated significantly to require re-paving, can be more cost-effectively preserved with the application of latex-modified asphalt slurry seal.

Westlake Street Slurry Seal	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	**1,145,000**	-	-	-	-	-	-	-	-	**1,145,000**
IN-HOUSE SRV CHG CONSTRUCTION		40,000									
CONTRACTUAL SERVICES CONSTRUCTION		1,104,000									
ADMINISTRATION CONSTRUCTION		1,000									
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**1,145,000**	-	-	-	-	-	-	-	-	**1,145,000**
REVENUE SOURCES:											
MEASURE M		300,000									300,000
MEASURE A		845,000									845,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**1,145,000**	-	-	-	-	-	-	-	-	**1,145,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2018-19 Avalon Canyon Site Maintenance

PROJECT DESCRIPTION AND OPERATING IMPACT:

Complete repairs on City access road and storm drain. Annual project to maintain and repair access road, drainage system, and to remove sediment and vegetation from sedimentation basins as needed.

PROJECT JUSTIFICATION:

Storm drain and access road are in need of repairs. Roadway, drainage, and sedimentation basins will require annual maintenance.

2018-19 Avalon Canyon Site Maintenance	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**28,000**	-	-	-	-	-	-	**28,000**
IN-HOUSE SRV CHG DESIGN				25,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				3,000							
2-CONSTRUCTION	-	-	-	**287,000**	-	-	-	-	-	-	**287,000**
IN-HOUSE SRV CHG CONSTRUCTION				25,000							
CONTRACTUAL SERVICES CONSTRUCTION				260,000							
ADMINISTRATION CONSTRUCTION				2,000							
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**315,000**	-	-	-	-	-	-	**315,000**
REVENUE SOURCES:											
MEASURE A				315,000							315,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**315,000**	-	-	-	-	-	-	**315,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2019-20 ADA/Sidewalk Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This is an on-going annual program to repair and improve curbs, gutters, sidewalks, and driveways throughout the City. Work shall be performed on an "on-call" work order basis at designated locations throughout the City. Contract management and inspection time spent by City staff is included in the overall CIP program budget. Reimbursement to the City for repairs made on behalf of property owners include the cost of City staff time. Reimbursements received from property owners will be deposited back into the project account.

PROJECT JUSTIFICATION:

This project assists in managing the City's risk by reducing or eliminating trip and fall hazards from public curbs, gutters and sidewalks.

2019-20 ADA/Sidewalk Improvements *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**15,000**	-	-	-	-	-	-	**15,000**
IN-HOUSE SRV CHG DESIGN				13,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				2,000							
2-CONSTRUCTION	-	-	-	-	**115,000**	-	-	-	-	-	**115,000**
IN-HOUSE SRV CHG CONSTRUCTION					20,000						
CONTRACTUAL SERVICES CONSTRUCTION					93,000						
ADMINISTRATION CONSTRUCTION					2,000						
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**15,000**	**115,000**	-	-	-	-	-	**130,000**
REVENUE SOURCES:											
MEASURE A				15,000	115,000						130,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**15,000**	**115,000**	-	-	-	-	-	**130,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

2019-20 Street Resurfacing

PROJECT DESCRIPTION AND OPERATING IMPACT:

Repair and overlay street segments selected from the City's 5-Year Master Plan for street repair and resurfacing in coordination with the City's Pavement Management System recommendations, the Streets Division, and Department of Water and Wastewater Resources. Repair and improve curbs, gutters, sidewalks, driveways and ADA curb ramps. Install bicycle routes and lanes per the City's Bicycle Master Plan.
The 2019-20 Street Resurfacing project will include the installation of ADA compliant curb ramps and resurfacing of Hillside Boulevard, Washington Street, Heath Court, Berta Circle, Derby Street, Whittier Street, Hyde Court and Dennis Drive.

PROJECT JUSTIFICATION:

The remaining life and condition of existing streets can be extended and preserved more cost effectively through timely street resurfacing before serious deterioration sets in. Manages the City's risk by providing compliance with current ADA laws.

2019-20 Street Resurfacing	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**155,000**	-	-	-	-	-	-	**155,000**
IN-HOUSE SRV CHG DESIGN				50,000							
CONTRACTUAL SERVICES DESIGN				100,000							
ADMINISTRATION DESIGN				5,000							
2-CONSTRUCTION	-	-	-	-	**1,650,000**	-	-	-	-	-	**1,650,000**
IN-HOUSE SRV CHG CONSTRUCTION					150,000						
CONTRACTUAL SERVICES CONSTRUCTION					1,497,000						
ADMINISTRATION CONSTRUCTION					3,000						
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**155,000**	**1,650,000**	-	-	-	-	-	**1,805,000**
REVENUE SOURCES:											
MEASURE A				155,000	1,500,000						1,655,000
WATER FUND					100,000						100,000
SANITATION DISTRICT					50,000						50,000
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**155,000**	**1,650,000**	-	-	-	-	-	**1,805,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Crocker/Hillside Street Slurry Seal

PROJECT DESCRIPTION AND OPERATING IMPACT:

he application of latex-modified asphalt slurry seal on selected streets citywide per the 7-year Street Slurry Seal Master Plan and in coordination with the City's pavement Management System recommendations. The operating impact will reduce the street maintenance effort for pavement repair and patching. The Crocker and Hillside slurry seal project will examine the following streets and a slurry seal will be applied if it is determined to be an appropriate treatment: Abbot Ave., Acton St., Alexander Ave., Alp Ave., Atlanta St., Bellevue Ave., Beta Ave., Bismarck St., Blossom Ct., Bonnie St., Brunswick Ct., Brunswick St., Castle St., Chelsea Ct., Clayton Ct., Cobblestone Ct., Como Ave., Cottonwood Dr., County St., Craig Ct., Crocker Ave., Deanne Ln., E. Cavour St., East Market St., East Moltke St., East Vista Ave., Eastlake Ave., Edgemar St., Edgewood Ct., Evergreen Ave., First Ave., Fisher St., Florence St., Ford St., Frankfort St., Gambetta St., Garibaldi St., Garwood Dr., Guadalupe Pkwy, Guttenberg St., Hanover St., Hillside Blvd., Irvington St., Lausanne Ave., Lisbon St., Linden St., Lowell St., Mar Vista Dr., Marshall Way, Muirwood Dr., Oliver St., Orange Ct., Parma St., Partridge Ln., Paul St., Peoria St., Peter St., Price St., Risel Ave., Roosevelt Ave., Royce Way, Second Ave., Sylvan St., Tallwood Dr., Templeton Ave., Templeton Ave., Teresa St., Thiers St., Third Ave., Valley St., Villa St., Wellington Ave., Whittier St., Winchester St., Wyandotte Ave.

PROJECT JUSTIFICATION:

The life and condition of residential streets, which have not deteriorated significantly to require re-paving, can be more cost-effectively preserved with the application of latex-modified asphalt slurry seal.

Crocker/Hillside Street Slurry Seal *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**45,000**	-	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN				40,000							
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN				5,000							
2-CONSTRUCTION	-	-	-	-	**1,175,000**	-	-	-	-	-	**1,175,000**
IN-HOUSE SRV CHG CONSTRUCTION					40,000						
CONTRACTUAL SERVICES CONSTRUCTION					1,134,000						
ADMINISTRATION CONSTRUCTION					1,000						
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**45,000**	**1,175,000**	-	-	-	-	-	**1,220,000**

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
REVENUE SOURCES:											
MEASURE M					300,000						300,000
MEASURE A				45,000	875,000						920,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**45,000**	**1,175,000**	-	-	-	-	-	**1,220,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Junipero Serra/D Street Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

Staff coordination efforts to provide a sidewalk on the northbound direction of Junipero Serra Boulevard where one currently does not exist. Coordination with Caltrans for work on traffic signals at D St. and utility relocation required. The proposed sidewalk fronting the SamTrans parking lot and former Serra Bowl Site are likely to be developed, the City would require the developer to pay for the sidewalk construction as a condition of approval.

PROJECT JUSTIFICATION:

There is no sidewalk connection on Junipero Serra Blvd between San Pedro and the City limits at Colma. This project will increase connectivity and enhance pedestrian safety.

Junipero Serra/D Street Improvements	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	305,000	-	-	-	-	-	-	305,000
IN-HOUSE SRV CHG DESIGN				100,000							
CONTRACTUAL SERVICES DESIGN				200,000							
ADMINISTRATION DESIGN				5,000							
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	305,000	-	-	-	-	-	-	305,000
REVENUE SOURCES:											
MEASURE A				305,000							305,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	305,000	-	-	-	-	-	-	305,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Lake Merced Blvd/Southgate Ave Traffic Signal Installation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install new traffic signal at Lake Merced Boulevard/Southgate Avenue and communication to nearby intersection. Increase in traffic signal operating costs due to increase utility costs.

PROJECT JUSTIFICATION:

Background traffic and project traffic from nearby developments will increase, causing the intersection to meet warrants for a traffic signal.

ke Merced Blvd/Southgate Ave Traffic Signal Installati	< *ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	**45,000**	-	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN				10,000							
CONTRACTUAL SERVICES DESIGN				32,000							
ADMINISTRATION DESIGN				3,000							
2-CONSTRUCTION	-	-	-	-	**435,000**	-	-	-	-	-	**435,000**
IN-HOUSE SRV CHG CONSTRUCTION					30,000						
CONTRACTUAL SERVICES CONSTRUCTION					400,000						
ADMINISTRATION CONSTRUCTION					5,000						
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	**45,000**	**435,000**	-	-	-	-	-	**480,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION				45,000	435,000						480,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	**45,000**	**435,000**	-	-	-	-	-	**480,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE					650	675	700	730	760	800	4,315
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	**650**	**675**	**700**	**730**	**760**	**800**	**4,315**

2020-21 ADA/Sidewalk Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This is an on-going annual program to repair and improve curbs, gutters, sidewalks, and driveways throughout the City. Work shall be performed on an "on-call" work order basis at designated locations throughout the City. Contract management and inspection time spent by City staff is included in the overall CIP program budget. Reimbursement to the City for repairs made on behalf of property owners include the cost of City staff time. Reimbursements received from property owners will be deposited back into the project account.

PROJECT JUSTIFICATION:

This project assists in managing the City's risk by reducing or eliminating trip and fall hazards from public curbs, gutters and sidewalks.

2020-21 ADA/Sidewalk Improvements	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	**-**	**-**	**-**	**-**	**15,000**	**-**	**-**	**-**	**-**	**-**	**15,000**
IN-HOUSE SRV CHG DESIGN					13,000						
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN					2,000						
2-CONSTRUCTION	**-**	**-**	**-**	**-**	**-**	**120,000**	**-**	**-**	**-**	**-**	**120,000**
IN-HOUSE SRV CHG CONSTRUCTION						20,000					
CONTRACTUAL SERVICES CONSTRUCTION						98,000					
ADMINISTRATION CONSTRUCTION						2,000					
3-EQUIPMENT	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
EQUIPMENT											
4-OTHER USES											**-**
TOTAL PROJECT EXPENDITURES	**-**	**-**	**-**	**-**	**15,000**	**120,000**	**-**	**-**	**-**	**-**	**135,000**
REVENUE SOURCES:											
MEASURE A					15,000	120,000					135,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	**-**	**-**	**-**	**-**	**15,000**	**120,000**	**-**	**-**	**-**	**-**	**135,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

2020-21 Street Resurfacing

PROJECT DESCRIPTION AND OPERATING IMPACT:

Repair and overlay street segments selected from the City's 5-Year Master Plan for street repair and resurfacing in coordination with the City's Pavement Management System recommendations, the Streets Division, and Department of Water and Wastewater Resources. Repair and improve curbs, gutters, sidewalks, driveways and ADA curb ramps. Install bicycle routes and lanes per the City's Bicycle Master Plan.
The 2020-21 Street Resurfacing project will include the installation of ADA compliant curb ramps and resurfacing of MacDonald Avenue, Bryant Street, Pinehaven Drive, Christopher Court and San Fernando Way.

PROJECT JUSTIFICATION:

The remaining life and condition of existing streets can be extended and preserved more cost effectively through timely street resurfacing before serious deterioration sets in. Manages the City's risk by providing compliance with current ADA laws.

2020-21 Street Resurfacing	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	**160,000**	-	-	-	-	-	**160,000**
IN-HOUSE SRV CHG DESIGN					55,000						
CONTRACTUAL SERVICES DESIGN					100,000						
ADMINISTRATION DESIGN					5,000						
2-CONSTRUCTION	-	-	-	-	-	**1,800,000**	-	-	-	-	**1,800,000**
IN-HOUSE SRV CHG CONSTRUCTION						165,000					
CONTRACTUAL SERVICES CONSTRUCTION						1,632,000					
ADMINISTRATION CONSTRUCTION						3,000					
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	**160,000**	**1,800,000**	-	-	-	-	**1,960,000**
REVENUE SOURCES:											
MEASURE A					160,000	1,650,000					1,810,000
WATER FUND						100,000					100,000
SANITATION DISTRICT						50,000					50,000
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	**160,000**	**1,800,000**	-	-	-	-	**1,960,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Clarinada Ave/SR 1 On/Off Ramps Traffic Signal Installation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install new traffic signal at Clarinada Avenue/SR 1 On/Off-Ramps and communication to nearby intersection. Increase in traffic signal operating costs due to increase utility costs.

PROJECT JUSTIFICATION:

Background traffic and project traffic from nearby developments will increase, causing the intersection to meet warrants for a traffic signal.

rinada Ave/SR 1 On/Off Ramps Traffic Signal Installat *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	**45,000**	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN					10,000						
CONTRACTUAL SERVICES DESIGN					32,000						
ADMINISTRATION DESIGN					3,000						
2-CONSTRUCTION	-	-	-	-	-	**435,000**	-	-	-	-	**435,000**
IN-HOUSE SRV CHG CONSTRUCTION						30,000					
CONTRACTUAL SERVICES CONSTRUCTION						400,000					
ADMINISTRATION CONSTRUCTION						5,000					
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	**45,000**	**435,000**	-	-	-	-	**480,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION					45,000	435,000					480,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	**45,000**	**435,000**	-	-	-	-	**480,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE						650	675	700	730	760	3,515
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	**650**	**675**	**700**	**730**	**760**	**3,515**

Original Daly City/Civic Center Street Slurry Seal

PROJECT DESCRIPTION AND OPERATING IMPACT:

he application of latex-modified asphalt slurry seal on selected streets citywide per the 7-year Street Slurry Seal Master Plan and in coordination with the City's pavement Management System recommendations. The operating impact will reduce the street maintenance effort for pavement repair and patching. The Original Daly City and Civic Center slurry seal project will examine the following streets and a slurry seal will be applied if it is determined to be an appropriate treatment: 88th St., 89th St., 90th St., 91st St., 92nd St., Allemany St., B St., Bepler St., Briggs St., Bruno Ave., Bryant St., Citrus Ave., D St., De Long St., Dixon Ct., Edgeworth Ave., Flournoy St., Goethe St., Guadalupe Ave., Hill St., Hillcrest Dr., John Daly Blvd., Junipero, Serra Blvd., Knowles Ave., Los Banos Ave., Los Olivos Ave., Mateo Ave., Miriam St., Mission Cir., N. Parkview Ave. , Niantic Ave., Parkview Ave., Pierce St., San Diego Ave., San Pedro Rd., Santa Barbara Ave., Santa, Cruz Ave., School St., Shakespeare St., South Parkview Ave., Station Ave., Sullivan Ave., Vale St., Vendome Ave., Vista Grande Ave., W. Cavour St., W. Moltke St., Washington St., Werner Ave., West Market St., Westlake Ave., Willits St., Wilson St., Woodrow St.

PROJECT JUSTIFICATION:

The life and condition of residential streets, which have not deteriorated significantly to require re-paving, can be more cost-effectively preserved with the application of latex-modified asphalt slurry seal.

Original Daly City/Civic Center Street Slurry Seal *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	**45,000**	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN					40,000						
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN					5,000						
2-CONSTRUCTION	-	-	-	-	-	**1,341,000**	-	-	-	-	**1,341,000**
IN-HOUSE SRV CHG CONSTRUCTION						40,000					
CONTRACTUAL SERVICES CONSTRUCTION						1,300,000					
ADMINISTRATION CONSTRUCTION						1,000					
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	**45,000**	**1,341,000**	-	-	-	-	**1,386,000**
REVENUE SOURCES:											
MEASURE M						300,000					300,000
MEASURE A					45,000	1,041,000					1,086,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	**45,000**	**1,341,000**	-	-	-	-	**1,386,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Southgate Ave/Callan Blvd Traffic Signal Installation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install new traffic signal at Southgate Avenue/Callan Boulevard and communications to nearby intersection. Increase in traffic signal operating costs due to increase utility costs.

PROJECT JUSTIFICATION:

Background traffic and project traffic from nearby developments will increase, causing the intersection to meet warrants for a traffic signal.

Southgate Ave/Callan Blvd Traffic Signal Installation	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	**45,000**	-	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN					10,000						
CONTRACTUAL SERVICES DESIGN					32,000						
ADMINISTRATION DESIGN					3,000						
2-CONSTRUCTION	-	-	-	-	-	**435,000**	-	-	-	-	**435,000**
IN-HOUSE SRV CHG CONSTRUCTION						30,000					
CONTRACTUAL SERVICES CONSTRUCTION						400,000					
ADMINISTRATION CONSTRUCTION						5,000					
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	**45,000**	**435,000**	-	-	-	-	**480,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION					45,000	435,000					480,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	**45,000**	**435,000**	-	-	-	-	**480,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE						650	675	700	730	760	3,515
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	**650**	**675**	**700**	**730**	**760**	**3,515**

Beyond 2021 ADA/Sidewalk Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

This is an on-going annual program to repair and improve curbs, gutters, sidewalks, and driveways throughout the City. Work shall be performed on an "on-call" work order basis at designated locations throughout the City. Contract management and inspection time spent by City staff is included in the overall CIP program budget. Reimbursement to the City for repairs made on behalf of property owners include the cost of City staff time. Reimbursements received from property owners will be deposited back into the project account.

PROJECT JUSTIFICATION:

This project assists in managing the City's risk by reducing or eliminating trip and fall hazards from public curbs, gutters and sidewalks.

Beyond 2021 ADA/Sidewalk Improvements	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**15,000**	**12,500**	**12,500**	**12,500**	**12,500**	**65,000**
IN-HOUSE SRV CHG DESIGN						13,000	10,000	10,000	10,000	10,000	
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN						2,000	2,500	2,500	2,500	2,500	
2-CONSTRUCTION	-	-	-	-	-	-	**122,500**	**127,500**	**132,500**	**137,500**	**520,000**
IN-HOUSE SRV CHG CONSTRUCTION							20,000	20,000	20,000	20,000	
CONTRACTUAL SERVICES CONSTRUCTION							100,000	105,000	110,000	115,000	
ADMINISTRATION CONSTRUCTION							2,500	2,500	2,500	2,500	
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**15,000**	**135,000**	**140,000**	**145,000**	**150,000**	**585,000**
REVENUE SOURCES:											
MEASURE A						15,000	135,000	140,000	145,000	150,000	585,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**15,000**	**135,000**	**140,000**	**145,000**	**150,000**	**585,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Beyond 2020 Avalon Canyon Site Maintenance

PROJECT DESCRIPTION AND OPERATING IMPACT:

Annual project to maintain and repair access road, drainage system, and to remove sediment and vegetation from sedimentation basins as needed.

PROJECT JUSTIFICATION:

Roadway, drainage, and sedimentation basins will require annual maintenance.

Beyond 2020 Avalon Canyon Site Maintenance	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**27,000**	-	-	**32,000**	-	**59,000**
IN-HOUSE SRV CHG DESIGN						25,000			30,000		
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN						2,000			2,000		
2-CONSTRUCTION	-	-	-	-	-	**73,000**	-	-	**88,000**	-	**161,000**
IN-HOUSE SRV CHG CONSTRUCTION						15,000			20,000		
CONTRACTUAL SERVICES CONSTRUCTION						58,000			68,000		
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**100,000**	-	-	**120,000**	-	**220,000**
REVENUE SOURCES:											
MEASURE A						100,000			120,000		220,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**100,000**	-	-	**120,000**	-	**220,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Beyond 2021 Street Resurfacing

PROJECT DESCRIPTION AND OPERATING IMPACT:

Repair and overlay street segments selected from the City's 5-Year Master Plan for street repair and resurfacing in coordination with the City's Pavement Management System recommendations, the Streets Division, and Department of Water and Wastewater Resources. Repair and improve curbs, gutters, sidewalks, driveways and ADA curb ramps. Install bicycle routes and lanes per the City's Bicycle Master Plan.

PROJECT JUSTIFICATION:

The remaining life and condition of existing streets can be extended and preserved more cost effectively through timely street resurfacing before serious deterioration sets in. Manages the City's risk by providing compliance with current ADA laws.

Beyond 2021 Street Resurfacing	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**165,000**	**170,000**	**175,000**	**180,000**	**185,000**	**875,000**
IN-HOUSE SRV CHG DESIGN						60,000	65,000	70,000	75,000	80,000	
CONTRACTUAL SERVICES DESIGN						100,000	100,000	100,000	100,000	100,000	
ADMINISTRATION DESIGN						5,000	5,000	5,000	5,000	5,000	
2-CONSTRUCTION	-	-	-	-	-	-	**1,600,000**	**1,635,000**	**1,685,000**	**1,750,000**	**6,670,000**
IN-HOUSE SRV CHG CONSTRUCTION							145,000	148,500	150,000	160,000	
CONTRACTUAL SERVICES CONSTRUCTION							1,452,000	1,483,500	1,532,000	1,587,000	
ADMINISTRATION CONSTRUCTION							3,000	3,000	3,000	3,000	
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**165,000**	**1,770,000**	**1,810,000**	**1,865,000**	**1,935,000**	**7,545,000**
REVENUE SOURCES:											
MEASURE A						165,000	1,620,000	1,660,000	1,715,000	1,785,000	6,945,000
WATER FUND							100,000	100,000	100,000	100,000	400,000
SANITATION DISTRICT							50,000	50,000	50,000	50,000	200,000
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**165,000**	**1,770,000**	**1,810,000**	**1,865,000**	**1,935,000**	**7,545,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Beyond 2021 Street Slurry Seal

PROJECT DESCRIPTION AND OPERATING IMPACT:

The application of latex-modified asphalt slurry seal on selected streets citywide per the 7-year Street Slurry Seal Master Plan and in coordination with the City's pavement Management System recommendations. The operating impact will reduce the street maintenance effort for pavement repair and patching.

PROJECT JUSTIFICATION:

The life and condition of residential streets, which have not deteriorated significantly to require re-paving, can be more cost-effectively preserved with the application of latex-modified asphalt slurry seal.

Beyond 2021 Street Slurry Seal	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**45,000**	**45,000**	**45,000**	**45,000**	**45,000**	**225,000**
IN-HOUSE SRV CHG DESIGN						40,000	40,000	40,000	40,000	40,000	
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN						5,000	5,000	5,000	5,000	5,000	
2-CONSTRUCTION	-	-	-	-	-	-	**1,199,000**	**1,209,000**	**1,219,000**	**1,234,000**	**4,861,000**
IN-HOUSE SRV CHG CONSTRUCTION							40,000	40,000	40,000	40,000	
CONTRACTUAL SERVICES CONSTRUCTION							1,158,000	1,168,000	1,178,000	1,193,000	
ADMINISTRATION CONSTRUCTION							1,000	1,000	1,000	1,000	
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**45,000**	**1,244,000**	**1,254,000**	**1,264,000**	**1,279,000**	**5,086,000**
REVENUE SOURCES:											
MEASURE M							300,000	300,000	300,000	300,000	1,200,000
MEASURE A						45,000	944,000	954,000	964,000	979,000	3,886,000
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**45,000**	**1,244,000**	**1,254,000**	**1,264,000**	**1,279,000**	**5,086,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

RO 256 Palisades Streetlight Conversion

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the outdated regulated output (RO) circuitry with current standard parallel circuitry, grouping the streetlights into smaller groups each with a dedicated power drop from PG&E. This conversion will allow for the streetlights to be converted to LED lights, reducing the utility costs. This project would cover the Palisades neighborhood, including Skyline Drive, Lynvale Court, Roslyn Court, Hillview Court, Palisades Drive, Montclair Avenue, Fernwood Avenue, Westridge Avenue, Seacliff Avenue, Crestview Avenue, Morningside Drive, Avalon Drive and Seaview Drive.

PROJECT JUSTIFICATION:

The project will increase the reliability of the streetlights. RO circuit technology for powering streetlights is outdated, unreliable and expensive to operate and attempt to maintain. Updating the streetlight system to current technology, parallel circuitry and LED lighting will reduce maintenance cost, power consumption, streetlight outages and risk of injury to maintenance personnel due to working on a 4-thousand volt, high-voltage, electrical system rather than more common 120-volt electrical systems.

RO 256 Palisades Streetlight Conversion *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**105,000**	-	-	-	-	**105,000**
IN-HOUSE SRV CHG DESIGN						40,000					
CONTRACTUAL SERVICES DESIGN						60,000					
ADMINISTRATION DESIGN						5,000					
2-CONSTRUCTION	-	-	-	-	-	-	**702,000**	-	-	-	**702,000**
IN-HOUSE SRV CHG CONSTRUCTION							45,000				
CONTRACTUAL SERVICES CONSTRUCTION							650,000				
ADMINISTRATION CONSTRUCTION							7,000				
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**105,000**	**702,000**	-	-	-	**807,000**
REVENUE SOURCES:											
ASSESSMENT DISTRICT						105,000	702,000				807,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**105,000**	**702,000**	-	-	-	**807,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Serramonte Blvd/SR 1-On/Off Ramps Traffic Signal Installation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install new traffic signal at Serramonte Boulevard/SR 1 On-/Off-Ramps and communication to nearby intersection. Increase in traffic signal operating costs due to increase utility costs.

PROJECT JUSTIFICATION:

Background traffic and project traffic from nearby developments will increase, causing the intersection to meet warrants for a traffic signal.

monte Blvd/SR 1-On/Off Ramps Traffic Signal Installa *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	**45,000**	-	-	-	-	**45,000**
IN-HOUSE SRV CHG DESIGN						10,000					
CONTRACTUAL SERVICES DESIGN						32,000					
ADMINISTRATION DESIGN						3,000					
2-CONSTRUCTION	-	-	-	-	-	-	**435,000**	-	-	-	**435,000**
IN-HOUSE SRV CHG CONSTRUCTION							30,000				
CONTRACTUAL SERVICES CONSTRUCTION							400,000				
ADMINISTRATION CONSTRUCTION							5,000				
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	**45,000**	**435,000**	-	-	-	**480,000**
REVENUE SOURCES:											
AB1600-TRANSPORTATION						45,000	435,000				480,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	**45,000**	**435,000**	-	-	-	**480,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE							650	675	700	730	2,755
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	**650**	**675**	**700**	**730**	**2,755**

RO 406 St Francis Heights Streetlight Conversion

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the outdated regulated output (RO) circuitry with current standard parallel circuitry, grouping the streetlights into smaller groups each with a dedicated power drop from PG&E. This conversion will allow for the streetlights to be converted to LED lights, reducing the utility costs. This project would cover the St. Francis Heights neighborhood, including Westmoor Avenue, Carleton Avenue, Glenbrook Avenue, Higate Drive, Larkspur Avenue, Eastwood Avenue, Lincoln Avenue, Rockridge Avenue, Shelbourne Avenue, Monterey Drive, Huntington Drive, Edgemont Drive, Lakeshire Drive and Mariposa Drive.

PROJECT JUSTIFICATION:

The project will increase the reliability of the streetlights. RO circuit technology for powering streetlights is outdated, unreliable and expensive to operate and attempt to maintain. Updating the streetlight system to current technology, parallel circuitry and LED lighting will reduce maintenance cost, power consumption, streetlight outages and risk of injury to maintenance personnel due to working on a 4-thousand volt, high-voltage, electrical system rather than more common 120-volt electrical systems.

RO 406 St Francis Heights Streetlight Conversion *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	95,000	-	-	-	95,000
IN-HOUSE SRV CHG DESIGN							35,000				
CONTRACTUAL SERVICES DESIGN							55,000				
ADMINISTRATION DESIGN							5,000				
2-CONSTRUCTION	-	-	-	-	-	-	-	550,000	-	-	550,000
IN-HOUSE SRV CHG CONSTRUCTION								45,000			
CONTRACTUAL SERVICES CONSTRUCTION								500,000			
ADMINISTRATION CONSTRUCTION								5,000			
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	95,000	550,000	-	-	645,000
REVENUE SOURCES:											
ASSESSMENT DISTRICT							95,000	550,000			645,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	95,000	550,000	-	-	645,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

RO 450 Westlake Streetlight Conversion

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the outdated regulated output (RO) circuitry with current standard parallel circuitry, grouping the streetlights into smaller groups each with a dedicated power drop from PG&E. This conversion will allow for the streetlights to be converted to LED lights, reducing the utility costs. This project would cover the Westlake neighborhood south of John Daly Boulevard, including South Mayfair Avenue, Westbrook Avenue, Belford Drive, Ashland Drive, Lakewood Drive, Clifton Drive, Dorchester Drive, Elmwood Drive, Westbrook Avenue, Terrace Avenue, Bel Mar Avenue, Crestwood Drive and a section of Southgate Avenue.

PROJECT JUSTIFICATION:

The project will increase the reliability of the streetlights. RO circuit technology for powering streetlights is outdated, unreliable and expensive to operate and attempt to maintain. Updating the streetlight system to current technology, parallel circuitry and LED lighting will reduce maintenance cost, power consumption, streetlight outages and risk of injury to maintenance personnel due to working on a 4-thousand volt, high-voltage, electrical system rather than more common 120-volt electrical systems.

RO 450 Westlake Streetlight Conversion	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	**95,000**	-	-	**95,000**
IN-HOUSE SRV CHG DESIGN								35,000			
CONTRACTUAL SERVICES DESIGN								55,000			
ADMINISTRATION DESIGN								5,000			
2-CONSTRUCTION	-	-	-	-	-	-	-	-	**690,000**	-	**690,000**
IN-HOUSE SRV CHG CONSTRUCTION									45,000		
CONTRACTUAL SERVICES CONSTRUCTION									640,000		
ADMINISTRATION CONSTRUCTION									5,000		
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	**95,000**	**690,000**	-	**785,000**
REVENUE SOURCES:											
ASSESSMENT DISTRICT								95,000	690,000		785,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	**95,000**	**690,000**	-	**785,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

RO Streetlight Conversion

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the outdated regulated output (RO) circuitry with current standard parallel circuitry, grouping the streetlights into smaller groups each with a dedicated power drop from PG&E. This conversion will allow for the streetlights to be converted to LED lights, reducing the utility costs. This project would include ROs 317, 322, 353, 366, 387, 405, 408, 411, 414, 572 and 577.

PROJECT JUSTIFICATION:

The project will increase the reliability of the streetlights. RO circuit technology for powering streetlights is outdated, unreliable and expensive to operate and attempt to maintain. Updating the streetlight system to current technology, parallel circuitry and LED lighting will reduce maintenance cost, power consumption, streetlight outages and risk of injury to maintenance personnel due to working on a 4-thousand volt, high-voltage, electrical system rather than more common 120-volt electrical systems.

RO Streetlight Conversion	***< ENTER PROJECT NAME HERE***										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	**95,000**	**95,000**	**95,000**	**285,000**
IN-HOUSE SRV CHG DESIGN								35,000	35,000	35,000	
CONTRACTUAL SERVICES DESIGN								55,000	55,000	55,000	
ADMINISTRATION DESIGN								5,000	5,000	5,000	
2-CONSTRUCTION	-	-	-	-	-	-	-	-	**760,000**	**760,000**	**1,520,000**
IN-HOUSE SRV CHG CONSTRUCTION									55,000	55,000	
CONTRACTUAL SERVICES CONSTRUCTION									700,000	700,000	
ADMINISTRATION CONSTRUCTION									5,000	5,000	
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	**95,000**	**855,000**	**855,000**	**1,805,000**
REVENUE SOURCES:											
ASSESSMENT DISTRICT								95,000	855,000	855,000	1,805,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	**95,000**	**855,000**	**855,000**	**1,805,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

RO 460 Northridge Streetlight Conversion

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the outdated regulated output (RO) circuitry with current standard parallel circuitry, grouping the streetlights into smaller groups each with a dedicated power drop from PG&E. This conversion will allow for the streetlights to be converted to LED lights, reducing the utility costs. This project would cover the Northridge neighborhood, including Avalon Drive, Skyline Drive, Northridge Drive, Carmel Avenue, Highland Avenue, Eaton Avenue, Wavecrest Drive, Westbrae Drive, Menlo Avenue and Oceanside Drive.

PROJECT JUSTIFICATION:

The project will increase the reliability of the streetlights. RO circuit technology for powering streetlights is outdated, unreliable and expensive to operate and attempt to maintain. Updating the streetlight system to current technology, parallel circuitry and LED lighting will reduce maintenance cost, power consumption, streetlight outages and risk of injury to maintenance personnel due to working on a 4-thousand volt, high-voltage, electrical system rather than more common 120-volt electrical systems.

RO 460 Northridge Streetlight Conversion	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	**95,000**	-	**95,000**
IN-HOUSE SRV CHG DESIGN									35,000		
CONTRACTUAL SERVICES DESIGN									55,000		
ADMINISTRATION DESIGN									5,000		
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	**625,000**	**625,000**
IN-HOUSE SRV CHG CONSTRUCTION										45,000	
CONTRACTUAL SERVICES CONSTRUCTION										575,000	
ADMINISTRATION CONSTRUCTION										5,000	
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	**95,000**	**625,000**	**720,000**
REVENUE SOURCES:											
ASSESSMENT DISTRICT									95,000	625,000	720,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	**95,000**	**625,000**	**720,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Crocker Avenue Sidewalk

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install sidewalk on Crocker Avenue where one currently does not exist.

PROJECT JUSTIFICATION:

This project will increase connectivity and enhance pedestrian safety.

Crocker Avenue Sidewalk	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-
REVENUE SOURCES:											
GAS TAX											-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Geneva Ave Streetscape

PROJECT DESCRIPTION AND OPERATING IMPACT:

Geneva Avenue Streetscape Master Plan, which includes enhanced sidewalks, improved street crossings, landscaped median islands, and pedestrian-scale street lighting

PROJECT JUSTIFICATION:

Geneva Avenue Streetscape Master Plan

Geneva Ave Streetscape *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-
REVENUE SOURCES:											
GAS TAX											-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Hillside Blvd Reconstruction

PROJECT DESCRIPTION AND OPERATING IMPACT:

Reconstruct the road base, reduce the street crown, repair failed areas, and resurface the street with an asphalt overlay. Upgrade affected street crossings to meet current ADA requirements.

PROJECT JUSTIFICATION:

Hillside Blvd. roadway has reached the end of its useful life and will require reconstruction. ADA upgrades at street crossings are required as part of the project.

Hillside Blvd Reconstruction	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-
REVENUE SOURCES:											
GAS TAX											-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

John Daly Blvd/I-280 Overpass Widening/Foot Bridge

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install pedestrian and bicycle accommodations on the westbound direction of the John Daly Boulevard/I-280 overpass. Coordination with Caltrans for work on freeway overpass will be required.

PROJECT JUSTIFICATION:

This project will increase connectivity and enhance the safety for pedestrians and bicyclists.

John Daly Blvd/I-280 Overpass Widening/Foot Bridge ***< ENTER PROJECT NAME HERE***

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-
REVENUE SOURCES:											
GAS TAX				-	-	-	-				-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Mission St Grand Boulevard

PROJECT DESCRIPTION AND OPERATING IMPACT:

Mission Street Streetscape Master Plan, which includes enhanced sidewalks, improved street crossings, landscaped median islands, and pedestrian-scale street lighting.

PROJECT JUSTIFICATION:

Mission Street Streetscape Master Plan

Mission St Grand Boulevard	< ENTER PROJECT NAME HERE									
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-

REVENUE SOURCES:											
GAS TAX											-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Mission St Median Landscaping

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install landscaping in the Mission Street median. Work includes gutting and installing plants, planting materials, and an irrigation system.

PROJECT JUSTIFICATION:

Placemaking and beautification.

Mission St Median Landscaping	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-
REVENUE SOURCES:											
GAS TAX					-						-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

N Mayfair Rte 35 Pedestrian Access

PROJECT DESCRIPTION AND OPERATING IMPACT:

Construct pedestrian/bicycle pathway from the northeast corner of John Daly Boulevard/State Route 35 to North Mayfair Avenue

PROJECT JUSTIFICATION:

This project will increase connectivity and enhance the safety for pedestrians and bicyclists.

N Mayfair Rte 35 Pedestrian Access	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-
REVENUE SOURCES:											
GAS TAX											-
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	-	-

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Water Fund

The Water Enterprise Fund Capital Improvement Program addresses critical water infrastructure investments. Throughout FY2016, Daly City fell under Tier 2 of the State Water Resources Control Board nine-tier system to reduce State water consumption in response to California's fourth year of unprecedented drought. This meant that the City was mandated to cut back water use by 8%. The mandate and water conservation measures reduced water sales, which resulted in revenues coming in approximately $2 million under projections. Additionally, new in this budget is the implementation of an emergency operating reserve, which is equivalent to 120 days of operations. After funding operating expenditures and accounting for the shortfall in projected revenues, less funds were remaining to fund capital projects compared to prior years. Due to these reasons, this CIP includes less capital projects as compared to prior CIPs.

Overview of Projects

Twelve capital projects are slated for completion in FY2017 and FY2018, which are identified under three categories: Facility Reliability, Pipelines and Water Supply/Water Quality.

Facility Reliability incorporates eight projects estimated at $1.4 million in FY2017 and $1.7 million in FY2018, respectively. Ongoing annual repair and replacement involve water conveyance improvements, vehicle and equipment upgrades, seismic improvements, and the Water System Supervisory Control and Data Acquisition (SCADA) radio telemetry system. In addition, we are instituting a five-year program to address hydro-pneumatic tanks past their useful life, as well as constructing a new interior at Reservoir 3 to address ongoing water leakage.

Schwerin Street: Water main replaced in 2015.

Water Pipelines incorporate two projects estimated at $950,000 in FY2017 and $1.3 million in FY2018, respectively. Reservoir Cast Iron project involves installing interior lining within original reservoir transmission mains between Reservoir 1 to Reservoir 2 located in Pointe Pacific. Water Main Improvements to address corrosion issues are planned for Cerro Drive between Belhaven and Southgate and San Diego, Santa Cruz and Guadalupe Avenue.

Water Supply/Water Quality involve two projects totaling approximately $232,000. Groundwater Management is an effort undertaken every other year to maintain technical support on the management of the Westside Basin Groundwater Aquifer. Finally, the CIP includes a project dedicated to the annual repair and replacement of Daly City's six water production wells, which provides just under one-half of Daly City's local water supply.

Sullivan Well: A well in operation since 1982 and at the end of its useful life was replaced with the Sullivan Well in 2015.

Hydropneumatic Tank Replacements

PROJECT DESCRIPTION AND OPERATING IMPACT:

Purchase and install new hydropneumatic tanks at the following five pump stations over the next five years; Alta Vista, Higate, Pointe Pacific, Skyline, and South Hill. The project budget is for replacing one tank annually beginning with the highest priority tank at Alta Vista. These circular and horizontal tanks are made of carbon steel, have a diameter of approximately 60 inches, and a length of 20 feet. The project cost includes budget for hiring a contractor to install the tanks at the stations.

PROJECT JUSTIFICATION:

Five tanks are past their useful service life and showing signs of excessive wear and staff time to operate. They are critical components of the water system to maintain normal service delivery and required fire flows. The useful service life of a hydro pneumatic tank is 20 years. The age of our tanks are as follows: Alta Vista 52 years, Higate 54 years, Pointe Pacific 30 years, Skyline 21 years, and South Hill 22 years.

Hydropneumatic Tank Replacements *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION		30,000	30,000	30,000	30,000	30,000	-	-	-	-	150,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		30,000	30,000	30,000	30,000	30,000					
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT		30,000	30,000	30,000	30,000	30,000	-	-	-	-	150,000
EQUIPMENT		30,000	30,000	30,000	30,000	30,000					
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES		60,000	60,000	60,000	60,000	60,000	-	-	-	-	300,000
REVENUE SOURCES:											
WATER FUND		60,000	60,000	60,000	60,000	60,000					300,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	60,000	60,000	60,000	60,000	60,000	-	-	-	-	300,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Pointe Pacific Generator Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the standby generator at the Pointe Pacific Pump Station. The generator is over 30 years old and has far exceeded its service live by 15 years. When a PG&E line-power failure occurs the generator has difficulty supplying the required power to the station.

PROJECT JUSTIFICATION:

Emergency standby power must be available at this station. If line-power is lost and the emergency standby generator fails, the Pointe Pacific community would not have access to potable water or fire flow until line-power resumes.

Pointe Pacific Generator Replacement	*< ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	**200,000**	-	-	-	-	-	-	-	**200,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION			200,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	**300,000**	-		-	-	-	-	-	**300,000**
EQUIPMENT			300,000								
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**500,000**	-		-	-	-	-	-	**500,000**
REVENUE SOURCES:											
WATER FUND			500,000								500,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**500,000**	-	-	-	-	-	-	-	**500,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Reservoir 3 Interior Rehabilitation

PROJECT DESCRIPTION AND OPERATING IMPACT:

Reservoir 3 was originally constructed in 1934 with a capacity of 978, 000 gallons inside an abandoned quarry. Quarry rock forms 3 sides of the reservoir with the fourth comprised of rubble and reinforced shotcrete. The reservoir was taken out of service in 2014 due to leakage. The proposed project intends to rehabilitate the interior to provide 9 foot walls and 30,000 gallons of storage.

PROJECT JUSTIFICATION:

Resorvoir 3 serves as terminus of Zone 3 and balancing storage between Zones 3 and 5 and even with decreased storage provides enhanced zone pressure and enhanced system reliability.

Reservoir 3 Interior Rehabilitation	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**450,000**	-	-	-	-	-	-	-	-	**450,000**
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN		450,000									
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	**1,350,000**	-	-	-	-	-	-	-	**1,350,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION			1,350,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**450,000**	**1,350,000**	-	-	-	-	-	-	-	**1,800,000**
REVENUE SOURCES:											
WATER FUND		450,000	1,350,000								1,800,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**450,000**	**1,350,000**	-	-	-	-	-	-	-	**1,800,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Reservoir 8 Retaining Wall

PROJECT DESCRIPTION AND OPERATING IMPACT:

Design/Build installation of retaining wall to secure western slope access into Reservoir 8 at Saddleback Drive.

PROJECT JUSTIFICATION:

Hillside slope regularly deposits rocks and dirt onto roadway leading up to the reservoir providing difficulty to access the site.

Reservoir 8 Retaining Wall	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	270,600	-	-	-	-	-	270,600
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION					270,600						
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	270,600	-	-	-	-	-	270,600
REVENUE SOURCES:											
WATER FUND					270,600						270,600
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	270,600	-	-	-	-	-	270,600

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Chester St. Water Main Improvements (Sylvan to Orange)

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace/upgrade water mains

PROJECT JUSTIFICATION:

ester St. Water Main Improvements (Sylvan to Orang *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	10,000	-	-	-	-	-	10,000
IN-HOUSE SRV CHG DESIGN					10,000						
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	1,026,870	-	-	-	-	1,026,870
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION						1,026,870					
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	10,000	1,026,870	-	-	-	-	1,036,870
REVENUE SOURCES:											
WATER FUND				-	10,000	1,026,870					1,036,870
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	10,000	1,026,870	-	-	-	-	1,036,870

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

East Market St Water Main Improvements (Florence to Hillside)

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace/upgrade water mains

PROJECT JUSTIFICATION:

Market St Water Main Improvements (Florence to Hil < *ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	33,265	-	-	-	-	33,265
IN-HOUSE SRV CHG DESIGN						33,265					
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	451,535	-	-	-	451,535
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION							451,535				
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	33,265	451,535	-	-	-	484,800
REVENUE SOURCES:											
WATER FUND						33,265	451,535				484,800
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	33,265	451,535	-	-	-	484,800

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Brunswick I Water Main Improvements - Hillside to Crocker

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace/upgrade water mains. Phase I, Hillside-Crocker.

PROJECT JUSTIFICATION:

nswick I Water Main Improvements - Hillside to Croc	< *ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	**554,055**	-	-	-	**554,055**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION							554,055				
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	**554,055**	-	-	-	**554,055**
REVENUE SOURCES:											
WATER FUND							554,055				554,055
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	**554,055**	-	-	-	**554,055**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Brunswick II Water Main Improvements - Crocker to Templeton

PROJECT DESCRIPTION AND OPERATING IMPACT:

Crocker to Templeton

PROJECT JUSTIFICATION:

swick II Water Main Improvements - Crocker to Temp **< *ENTER PROJECT NAME HERE***

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	**936,195**	-	-	**936,195**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION								936,195			
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	**936,195**	-	-	**936,195**
REVENUE SOURCES:											
WATER FUND								936,195			936,195
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	**936,195**	-	-	**936,195**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Hillside Blvd Water Main Improvements (Brunswick to Gambetta)

PROJECT DESCRIPTION AND OPERATING IMPACT:

Main Replacement.

PROJECT JUSTIFICATION:

e Blvd Water Main Improvements (Brunswick to Gam	< *ENTER PROJECT NAME HERE*										
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	**1,195,830**	-	**1,195,830**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION									1,195,830		
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	**1,195,830**	-	**1,195,830**
REVENUE SOURCES:											
WATER FUND									1,195,830		1,195,830
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	**1,195,830**	-	**1,195,830**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Sanitation Fund

The North San Mateo County Sanitation District, a subsidiary of the City of Daly City, is responsible for the collection, treatment and disposal of wastewater and the production of tertiary recycled water to help preserve local drinking water supplies otherwise lost to irrigation. Similar to the Water Enterprise Fund, revenues in the Sanitation Enterprise Fund have been impacted by California's ongoing drought due to decreases in water use. Likewise, emergency operating reserves in the Sanitation Fund equivalent to 120 days of operations. The Sanitation Fund continues to include capital reserves restricted to major emergency repairs associated with the Wastewater Treatment Plant.

Wastewater Treatment Plant: Final effluent pump was replaced.

Overview of Projects

A total of 23 projects of the highest priority are planned during FY2017 and FY2018 and are estimated at $4.3 million and $3.3 million, respectively, with FY2016 carry forward of $3.1 million. Four program elements are contained in the Sanitation Fund and include: Facility Improvements, System Reliability, Pipelines, and the Stormwater Municipal Regional Permit (MRP).

Facility Improvements incorporate ten projects totaling $613,000 in FY2017 and $455,500 in FY2018. Ongoing annual repair and replacement involves Sewer Lift Stations and Plant Structure Improvements. Upgrades to the electrical control panels at lift stations and replacement of outdated and undersized electrical components at the wastewater treatment plant are planned. In addition, two replacements are included: a new roof at the Administration and Operations Building at the Wastewater Treatment Plant and the HVAC system at Maintenance Building #1. This CIP also includes a five-year program to install lift station bypass structures at the Colma Lift Station and the Hickey Lift Station.

System Reliability incorporates seven projects estimated at $1.2 million annually. Five annual repair and replacement programs include Wastewater System Supervisory Control and Data Acquisition (SCADA) radio telemetry, sewer main rehabilitation, plant process improvements and vehicle upgrades. The Secondary Clarifier Coatings Project intends to take one unit out of operation each summer to coat the bottom and interior walls of the tank to prolong useful life. A project that will have long-term cost implications is the Vista Grande Drainage Basin which will require a detailed financial plan leveraging federal, state, and local resources in order to deliver this proposed project.

Serramonte Boulevard: Sewer main was replaced by reaming method, a trenchless technology that reduced traffic impacts.

Pipelines work involves three projects estimated at $3.4 million. The Sewer Main Rehabilitation Project addresses pipeline within Park Plaza from John Daly Boulevard to Belmar Avenue, San Fernando Way from Alta Loma Avenue to Santa Paula Drive, and Miriam Street from Vista Grande Avenue to Westlake Avenue.

1st Avenue: Sewer main was replaced in 2016.

Work scope also includes lining the interior of El Portal Force Main to extend the useful life of the pipeline. Beginning in FY2017 and continuing over the next five fiscal years, project will line the interior of the 27-inch Final Effluent Force Main in sections from the wastewater plant to the ocean outfall at Fort Funston.

Stormwater Municipal Regional Permit (MRP) involves the installation of inserts into storm drains in response to new mandated stormwater regulations aimed at eliminating all trash into the receiving waters along Bay Area wastewaters and funding to address ongoing project planning in support of stormwater permitting actions.

Belcrest Lift Station Pump Control Panel Upgrade

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the existing outdated pump control panel at the station with equipment that is more robust and reliable. Also, the project includes a modernization of the pump control system with the use of a programmable logic pump controller. The budget includes the estimated cost of equipment, design, and construction work.

PROJECT JUSTIFICATION:

The equipment is beyond its estimated useful service life and has suffered from an extremely corrosive atmosphere due to the location of the station next to the Pacific Ocean. Finding parts to make repairs to this outdated equipment is very difficult as well. A failure could result in a sanitary sewer overflow that would endanger the public health of the adjacent community.

Belcrest Lift Station Pump Control Panel Upgrade *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	**10,000**	-	-	-	-	-	-	-	-	**10,000**
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN		10,000									
ADMINISTRATION DESIGN											
2-CONSTRUCTION		**20,000**	-	-	-	-	-	-	-	-	**20,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		20,000									
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT		**30,000**	-	-	-	-	-	-	-	-	**30,000**
EQUIPMENT		30,000									
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**60,000**	-	-	-	-	-	-	-	-	**60,000**
REVENUE SOURCES:											
SANITATION DISTRICT		60,000									60,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**60,000**	-	-	-	-	-	-	-	-	**60,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

CCTV Replacement Equipment and Software

PROJECT DESCRIPTION AND OPERATING IMPACT:

Purchase of new equipment to replace outdated parts and components that are no longer being manufactured.

PROJECT JUSTIFICATION:

existing equipment is outdated and beyond its useful life

CCTV Replacement Equipment and Software	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	225,000	-	-	-	-	-	-	-	-	225,000
EQUIPMENT		225,000									
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	225,000	-	-	-	-	-	-	-	-	225,000
REVENUE SOURCES:											
SANITATION DISTRICT		225,000									225,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	225,000	-	-	-	-	-	-	-	-	225,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Lift Station Bypass Structures

PROJECT DESCRIPTION AND OPERATING IMPACT:

Construct a bypass structure for Belcrest, Colma, El Portal, Hickey, and Skyline lift stations. The project includes purchasing a tee and valve assembly for the specific force main, excavating the force main, pumping around or holding back flow, and installing the structure. This is a joint CIP with the Collections Division. We would install one structure annually.

PROJECT JUSTIFICATION:

The ability to bypass a lift station provides essential operational flexibility to perform regular and emergency maintenance. It is also a benefit to the emergency response plans for the lift stations and will minimize the potential for a sanitary sewer overflow.

Lift Station Bypass Structures	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	**40,000**	**40,000**	**40,000**	**40,000**	**40,000**	-	-	-	-	**200,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		40,000	40,000	40,000	40,000	40,000					
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	-	-	-	-	**100,000**
EQUIPMENT		20,000	20,000	20,000	20,000	20,000					
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**60,000**	**60,000**	**60,000**	**60,000**	**60,000**	-	-	-	-	**300,000**
REVENUE SOURCES:											
SANITATION DISTRICT		60,000	60,000	60,000	60,000	60,000					300,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**60,000**	**60,000**	**60,000**	**60,000**	**60,000**	-	-	-	-	**300,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Maintenance Building 1 HVAC Unit Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replacement of existing HVAC unit for Maintenance Building 1.

PROJECT JUSTIFICATION:

Existing HVAC unit is at the end of its useful life. The unit is showing signs of deterioration to it's framework.

Maintenance Building 1 HVAC Unit Replacement	*< ENTER PROJECT NAME HERE*									
	2016E	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	**TOTAL**
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	**75,000**	-	-	-	-	-	-	-	**75,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION			75,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**75,000**	-	-	-	-	-	-	-	**75,000**
REVENUE SOURCES:											
SANITATION DISTRICT			75,000								75,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**75,000**	-	-	-	-	-	-	-	**75,000**

IMPACT ON OPERATING BUDGET	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**2024E**	**2025E**	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

OPS and Administration Roof Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replacement and improvement of the roof for the Operations and Administration buildings. This also includes construction of an HVAC unit on the Administration building which is a FY 16/17 project in the 20-year plan (S01). The engineering phase is being conducted in FY 15/16 and new funding for the construction phase of the project is required.

PROJECT JUSTIFICATION:

The existing roofs are beyond the expected service life and are showing signs of wear and internal rain water leakage.

OPS and Administration Roof Improvements *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	**100,000**	-	-	-	-	-	-	-	-	**100,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		100,000									
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	**100,000**	-	-	-	-	-	-	-	-	**100,000**
REVENUE SOURCES:											
SANITATION DISTRICT		100,000									100,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	**100,000**	-	-	-	-	-	-	-	-	**100,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Rehabilitation of 27 inch Final Effluent Force Main

PROJECT DESCRIPTION AND OPERATING IMPACT:

Rehabilitate existing 27 inch Final Effluent Force main. This is a critical plant asset that must be operational. The entire 27 inch Final Effluent Force main is approximately 6,000 linear feet(LF). Staff anticipates the rehabilitation of 1200 LF per year at a cost of $250 per LF over a five year period.

PROJECT JUSTIFICATION:

Existing Force main has leaked several times causing Sanitary Sewer Overflows. Existing pipe has been compromised by corrosion and needs immediate rehabilitation.

Rehabilitation of 27 inch Final Effluent Force Main *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	250,000	300,000	300,000	300,000	300,000	-	-	-	-	1,450,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		250,000	300,000	300,000	300,000	300,000					
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	250,000	300,000	300,000	300,000	300,000	-	-	-	-	1,450,000
REVENUE SOURCES:											
SANITATION DISTRICT		250,000	300,000	300,000	300,000	300,000					1,450,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	250,000	300,000	300,000	300,000	300,000	-	-	-	-	1,450,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Treatment Plant Air Scrubbers

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replacement of two air scrubber units at Wastewater Treatment Plant

PROJECT JUSTIFICATION:

Existing air scrubbers are beyond their useful life and no longer efficient. Internal components are deteriorating due to foggy conditions and are becoming increasingly difficult to replace. New scrubber technology along with energy savings from new units are intended to provide improved benefits.

Treatment Plant Air Scrubbers *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	75,000	-	625,000	625,000	625,000	625,000	-	-	-	2,575,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		75,000		625,000	625,000	625,000	625,000				
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	75,000	-	625,000	625,000	625,000	625,000	-	-	-	2,575,000
REVENUE SOURCES:											
SANITATION DISTRICT		75,000		625,000	625,000	625,000	625,000				2,575,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	75,000	-	625,000	625,000	625,000	625,000	-	-	-	2,575,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Treatment Plant Roadway Hatches

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replacement of 5 roadway hatches at the wastewater treatment plant. Hatches provide access to equipment located below the roadway. New hatches to be rated at H20 to match largest load bearing rating available.

PROJECT JUSTIFICATION:

Existing hatches have been in use for over 20 years. Traffic rating on new hatches exceed current hatches to provide a more secure cover. New hatches will have spring assisted opening capacity intended to reduce risk of injury when opening and closing hatches.

Treatment Plant Roadway Hatches	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	120,000	-	-	-	-	-	-	-	-	120,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION		120,000									
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	120,000	-	-	-	-	-	-	-	-	120,000
REVENUE SOURCES:											
SANITATION DISTRICT		120,000									120,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	120,000	-	-	-	-	-	-	-	-	120,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Skyline Lift Station Pump Control Panel Upgrade

PROJECT DESCRIPTION AND OPERATING IMPACT:

Replace the existing outdated pump control panel at the station with equipment that is more robust and reliable. Also, the project includes a modernization of the pump control system with the use of a programmable logic pump controller. The budget includes the estimated cost of equipment, design, and construction work.

PROJECT JUSTIFICATION:

The equipment is beyond its estimated useful service life and has suffered from an extremely corrosive atmosphere due to the location of the station next to the Pacific Ocean. Finding parts to make repairs to this outdated equipment is very difficult as well. A failure could result in a sanitary sewer overflow that would endanger the public health of the adjacent community.

Skyline Lift Station Pump Control Panel Upgrade *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	**10,000**	-	-	-	-	-	-	-	**10,000**
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN			10,000								
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-		**20,000**	-	-	-	-	-	-	-	**20,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION			20,000								
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-		**30,000**	-	-	-	-	-	-	-	**30,000**
EQUIPMENT			30,000								
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	**60,000**	-	-	-	-	-	-	-	**60,000**
REVENUE SOURCES:											
SANITATION DISTRICT			60,000								60,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	**60,000**	-	-	-	-	-	-	-	**60,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

SSSMP Collection System Improvements

PROJECT DESCRIPTION AND OPERATING IMPACT:

PROJECT JUSTIFICATION:

SSSMP Collection System Improvements	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	**360,000**	**360,000**	**360,000**	**360,000**	**1,440,000**
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION							360,000	360,000	360,000	360,000	
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	**360,000**	**360,000**	**360,000**	**360,000**	**1,440,000**
REVENUE SOURCES:											
SANITATION DISTRICT							360,000	360,000	360,000	360,000	1,440,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	**360,000**	**360,000**	**360,000**	**360,000**	**1,440,000**

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

I-280 Crossing Sewer Main Improvements - Southgate to Junipero Serra

PROJECT DESCRIPTION AND OPERATING IMPACT:

PROJECT JUSTIFICATION:

ssing Sewer Main Improvements - Southgate to Junip	*< ENTER PROJECT NAME HERE*										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	3,151,375	-	-	3,151,375
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION								3,151,375			
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	3,151,375	-	-	3,151,375
REVENUE SOURCES:											
SANITATION DISTRICT								3,151,375			3,151,375
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	3,151,375	-	-	3,151,375

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

North Mayfair Sewer Main Improvements - Wilshire to Cliffside

PROJECT DESCRIPTION AND OPERATING IMPACT:

PROJECT JUSTIFICATION:

North Mayfair Sewer Main Improvements - Wilshire to Cliffside	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	3,677,740	3,677,740	7,355,480
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION									3,677,740	3,677,740	
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	3,677,740	3,677,740	7,355,480
REVENUE SOURCES:											
SANITATION DISTRICT									3,677,740	3,677,740	7,355,480
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	3,677,740	3,677,740	7,355,480

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Tertiary Booster PS-John Daly Ext.

PROJECT DESCRIPTION AND OPERATING IMPACT:

PROJECT JUSTIFICATION:

Tertiary Booster PS-John Daly Ext. *< ENTER PROJECT NAME HERE*

	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	732,000	-	732,000
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION									732,000		
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT											
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	732,000	-	732,000
REVENUE SOURCES:											
SANITATION DISTRICT									732,000		732,000
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	732,000	-	732,000

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Emergency Generator Replacement

PROJECT DESCRIPTION AND OPERATING IMPACT:

Install additional equipment

PROJECT JUSTIFICATION:

Emergency Generator Replacement	< ENTER PROJECT NAME HERE										
	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	TOTAL
PROJECT EXPENDITURES:											
1-DESIGN	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG DESIGN											
CONTRACTUAL SERVICES DESIGN											
ADMINISTRATION DESIGN											
2-CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-
IN-HOUSE SRV CHG CONSTRUCTION											
CONTRACTUAL SERVICES CONSTRUCTION											
ADMINISTRATION CONSTRUCTION											
3-EQUIPMENT	-	-	-	-	-	-	-	-	-	688,900	688,900
EQUIPMENT										688,900	
4-OTHER USES											-
TOTAL PROJECT EXPENDITURES	-	-	-	-	-	-	-	-	-	688,900	688,900
REVENUE SOURCES:											
SANITATION DISTRICT										688,900	688,900
											-
											-
											-
											-
OTHER SOURCES											-
TOTAL PROJECT REVENUES	-	-	-	-	-	-	-	-	-	688,900	688,900

IMPACT ON OPERATING BUDGET	2016E	2017E	2018E	2019E	2020E	2021E	2022E	2023E	2024E	2025E	
PERSONNEL											-
OPERATING & MAINTENANCE											-
OTHER											-
TOTAL IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-

Since 1924 O.C. Jones & Sons, Inc.
General Engineering Contractor

June 6, 2016

City of Daly City
Public Works/Engineering
333 – 90th Street
Daly City, CA 94105
Attn: Ryan Brunmeier

Re: Gellert Park Soccer Field Rehabilitation – Bid Protest

Dear Mr. Brunmeier,

Sprinturf's bid, submitted June 2nd for the referenced project, should be deemed non-responsive in that Sprinturf does not possess the required Hazardous Substance Removal Certification.

Addendum #2 – Section 02 41 00 Site Clearing and Demolition – 3.03 – "I" – 1. States the "Contractor (or subcontractor) conducting removal shall possess a Hazardous Substance Removal Certification issued by the state of California……". Sprinturf does not possess a Hazardous Substance Removal Certification issued by the State of California Contractors License Board and did not list any subcontractors. Therefore Spriturf's bid is non-responsive and should be rejected by the City.

Attached are copies of current licenses and certificates issued by the Contractors State License Board for both OC Jones & Sons, Inc. and Sprinturf. As noted, Sprinturf does not possess Hazardous Substance Removal Certification as does OC Jones & Sons, Inc.

Please contact me if additional information is needed.

Michael Crowley
O. C. Jones & Sons, Inc.
Off: 510-715-2133
Fax: 510-526-0990

cc: Sprinturf – Jonathan Betts jbetts@sprinturf.com & Faxed: 843-284-8823
Frontier Golf – Fax: 724-593-7499

CONTRACTORS STATE LICENSE BOARD

Contractor's License Detail for License # 759729

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.
Per B&P 7071.17 , only construction related civil judgments reported to the CSLB are disclosed.
Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.
Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 6/6/2016 11:21:58 AM

Business Information

O C JONES & SONS INC
1520 FOURTH STREET
BERKELEY, CA 94710
Business Phone Number:(510) 526-3424

Entity	Corporation
Issue Date	03/01/1999
Expire Date	**03/31/2017**

License Status

This license is current and active.

All information below should be reviewed.

Classifications

A - GENERAL ENGINEERING CONTRACTOR

Certifications

HAZ - HAZARDOUS SUBSTANCES REMOVAL

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with LIBERTY MUTUAL INSURANCE COMPANY.
Bond Number: 070000583
Bond Amount: $15,000
Effective Date: 01/01/2016
Contractor's Bond History

Bond of Qualifying Individual

The qualifying individual ROBERT RANDOLPH PELASCINI certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.
Effective Date: 03/01/1999

Workers' Compensation

This license has workers compensation insurance with the NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA
Policy Number:WC15893716
Effective Date: 04/01/2016
Expire Date: 04/01/2017
Workers' Compensation History

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.

CONTRACTORS STATE LICENSE BOARD

Contractor's License Detail for License # 589388

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.
Per B&P 7071.17 , only construction related civil judgments reported to the CSLB are disclosed.
Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.
Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 6/6/2016 11:29:54 AM

Business Information

SPRINTURF LLC
700 CIRCLE 75 PARKWAY
SUITE 1750
ATLANTA, GA 30339
Business Phone Number:(770) 933-4070

Entity	Ltd Liability
Issue Date	03/01/1990
Reissue Date	09/17/2013
Expire Date	**09/30/2017**

License Status

This license is current and active.

All information below should be reviewed.

Classifications

A - GENERAL ENGINEERING CONTRACTOR
C-61 / D12 - SYNTHETIC PRODUCTS

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with ARGONAUT INSURANCE COMPANY.
Bond Number: SUR0010895
Bond Amount: $15,000
Effective Date: 01/01/2016
Contractor's Bond History

LLC EMPLOYEE/WORKER BOND

This license filed a LLC Employee/Worker Bond with ARGONAUT INSURANCE COMPANY.
Bond Number: SUR0010894
Bond Amount: $100,000
Effective Date: 09/17/2013

Bond of Qualifying Individual

This license filed Bond of Qualifying Individual number **SUR0010896** for BRUCE SAUL CHESKIN in the amount of **$12,500** with ARGONAUT INSURANCE COMPANY.
Effective Date: 09/10/2013
BQI's Bond History

Workers' Compensation

This license has workers compensation insurance with the FIRST LIBERTY INSURANCE CORPORATION
Policy Number:WC7Z51291238
Effective Date: 10/01/2015
Expire Date: 10/01/2016
Workers' Compensation History

Liability Insurance Information

This license has liability insurance with HARTFORD ACCIDENT & INDEMNITY COMPANY
Policy Number: 22UENZI8671
Amount: $2,000,000
Effective Date: 10/01/2015
Expiration Date: 10/01/2016
Liability Insurance History

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.

June 8, 2016

Mr. Ryan Brunmeier
Engineer
City of Daly City
Department of Public Works and Engineering
333 90th Street
Daly City, CA 94105

Re: Gellert Park Field Replacement Project-Bid Protest

Dear Mr. Brunmeier:

Please accept this as Sprinturf LLC.'s bid protest of Daly City's determination that Sprinturf's bid for the above referenced project is "non-responsive". This protest is filesd pursuant to the protest procedures stated in Item #7, page 12 of the bid doscuments. The City stated that Sprinturf was required to have the HAZMAT certification in place at the time of bid. We disagree with that conclusion.

Addendum #2, Section 02 41 00 "Site clearing and Demolition", paragraph 3.03, issued May 23, 2016, stated that the contractor needed to have the HAZMAT certification in place at the time the removal and disposal of the existing field took place. Nothing in the Addendum specified that the certification was required at the time of bid.

Sprinturf has applied for the HAZMAT certification (see attached application) and will have it in place prior to the start of work on this project. That is all that is required per the language in Addendum #2.

Sprinturf's bid should be deemed responsive and it should be awarded the project as the low responsible bidder.

Please don't hesitate to contact me if you have any questions. Copies of this bid protest have been forwarded to the other bidders on this project.

Sincerely,

Webb Cook
Director of Sales
Sprinturf, LLC
wcook@sprinturf.com
717-917-1790

CONTRACTORS STATE LICENSE BOARD STATE OF CALIFORNIA
9821 Business Park Drive, Sacramento, CA 95827 Governor Edmund G. Brown Jr.
Mailing Address: P.O. Box 26000, Sacramento, CA 95826
800-321-CSLB (2752) | *www.cslb.ca.gov* | *CheckTheLicenseFirst.com*

FOR CSLB USE ONLY

Application for Hazardous Substance Removal and Remedial Actions Certification

Application Fee for Certification......................$75.

☐ Voluntary contribution to Construction Management Education Account................ $______

There is a $10 service charge for each dishonored check.

The application fee of $75 is not refundable once the application has been filed.

Attach a money order or a personal, business, certified, or cashier's check made payable to the Registrar of Contractors. Do not send cash.

Please type or print neatly and legibly in black or dark blue ink.

SECTION 1 – BUSINESS NAME AND ADDRESS

1. FULL BUSINESS NAME *(as it appears on the license)*	2. CSLB LICENSE NUMBER	3. CLASSIFICATION(S) HELD
SPRINTURF LLC	589388	A General Engineering

4. BUSINESS MAILING ADDRESS Number/Street or P.O. Box	City	State	ZIP Code
550 Long Point Road, Suite 205	Mt. Pleasant	SC	29464
5. BUSINESS STREET ADDRESS Number/Street Only – NO P.O. Boxes or PMBs	**City**	**State**	**ZIP Code**
550 Long Point Road, Suite 205	Mt. Pleasant	SC	29464

6. BUSINESS PHONE NUMBER	BUSINESS FAX NUMBER	BUSINESS EMAIL ADDRESS
(843) 936-6022	(843) 284-8823	a1contractorservices@comcast.net

SECTION 2 – CERTIFICATION APPLICANT FULL LEGAL NAME AND ADDRESS

7. FULL LEGAL NAME Last	First	Middle	DATE OF BIRTH	SOCIAL SECURITY NUMBER
CHESKIN	BRUCE	SAUL	12/16/1964	178-58-0043

8. MAILING ADDRESS Number/Street or P.O. Box	City	State	ZIP Code
550 Long Point Road, Suite 205	Mt. Pleasant	SC	29464
9. RESIDENCE ADDRESS Number/Street Only – NO P.O. Boxes or PMBs	**City**	**State**	**ZIP Code**
509 Monticello Lane	Plymouth Meeting	PA	19462

10. RESIDENCE PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS	DRIVER LICENSE NUMBER
(843) 936-6022	(843) 284-8823	a1contractorservices@comcast.net	20601205

SECTION 3 – REQUIRED APPLICATION QUESTIONS

All questions in this section must be answered by the certification applicant only. If you checked "Yes" in response to any question, you must attach a separate sheet with a detailed explanation for each situation.

11. **Have you ever pleaded guilty or no contest to or been convicted by a court of any misdemeanor or felony in this state or elsewhere?** You are required to check "Yes" and provide all of the requested information even if the conviction was sealed or expunged under Penal Code Section 1203.4 or an applicable code of another state.
If you checked "Yes" for this question, you are required to attach a statement disclosing all pleas/convictions, including violated law sections, and thoroughly explain the acts or circumstances which resulted in the plea/conviction. In addition, the following information must be included for each plea/conviction: date of the plea/conviction, county and state where the violation took place, name of the court, court case number, sentence imposed, jail/prison term served, terms and conditions of parole or probation, parole or probation completion dates, and parole agent/probation officer names and phone numbers. **You may submit the required information using the Disclosure Statement Regarding Criminal Plea/Conviction form that is available on the Forms and Applications page on CSLB's website.**
The information provided will be verified through CSLB's fingerprinting requirement. Failure to report a plea/conviction is considered falsification of your application and is grounds for denial of your application.
☐ Yes ☒ No

12. **Have you (or any company you are or were a part of, or any of your immediate family members) ever received a citation from the Contractors State License Board or had a contractor license or other professional or vocational license or registration denied, suspended, or revoked by this state or elsewhere?** *(Immediate family member is defined by B&P Code Section 7075.1 as a spouse, father, mother, brother, sister, son, daughter, stepson, stepdaughter, grandson, granddaughter, son-in-law, or daughter-in-law.)*
(Check "No" if the license was suspended due to lack of a bond, workers' compensation, a qualifier, or family support.)
If you checked "Yes" for this question, you are required to attach a statement detailing the events leading to this action.
☐ Yes ☒ No

SECTION 4 – REQUIRED SIGNATURES

I certify under penalty of perjury under the laws of the State of California that all statements, answers, and representations made in this application, including all supplementary statements attached hereto, are true and accurate, and that I have reviewed the entire contents of this application. *(The definition of "perjury" is telling a lie while under oath.)* I authorize the Franchise Tax Board to provide CSLB with required tax information pursuant to B&P Code Section 7145.5.

Date	Signature of Qualifying Individual (Certification Applicant)	Printed Name of Qualifying Individual (Certification Applicant)
6/03/16		BRUCE SAUL CHESKIN
Date	**Signature of Contractor (Owner, Partner, or Current Officer)**	**Printed Name of Contractor (Owner, Partner, or Current Officer)**
6/03/16		BRUCE SAUL CHESKIN

FOR CSLB USE ONLY

CONTRACTORS STATE LICENSE BOARD
JUN - 6 2016
COUNTER

APP-HAZ-CERT
13A-26 (rev. 06/11)

City Council Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: **Award of Construction Contract for the Gellert Park Soccer Field Rehabilitation Project**

Recommended Action

Staff recommends City Council dismiss the bid protest from Sprinturf, uphold the bid protest from O.C. Jones & Sons and award a construction contract to O.C. Jones & Sons of Berkeley, California, in the amount of $1,111,132.50 for the subject project. Staff further recommends that the City Council authorize the City Manager to execute the contract on behalf of the City and affirm the CEQA determination of Categorical Exemption.

Background

The synthetic turf soccer field at Gellert Park is deteriorated and past the end of its useful life. The existing synthetic turf will be replaced with a new hybrid synthetic turf system consisting of a combination of both monofilament and slit-film fibers. The two distinct types of fibers will provide a natural look and excellent performance. Instead of using recycled tire crumb rubber which was a common practice in older synthetic turf fields, the new impact absorbing infill system will be comprised of thermoplastic elastomer (TPE) that offers safe and comfortable performance, without the potential of health concerns sometimes associated with recycled tire crumb rubber infill material. The Bid Documents pre-qualify acceptable products from AstroTurf, FieldTurf, Sprinturf, Greenfields, and Shaw Sports Turf that meet the specifications. O.C. Jones, the apparent lowest responsive and responsible bidder, is proposing to use a product supplied by FieldTurf.

While visiting the site during heavy rains, it was discovered that additional site construction work would be needed to correct drainage issues with the existing synthetic turf base. A base shock pad system will be installed under the new artificial turf to enhance the drainage of the field as well as the total impact absorbing capacity of the field to help reduce the risk of concussion. The base bid also includes perforated drain and drain rock replacement, grading, compaction of the existing stone base, and concrete flatwork. There is one Add Alternate to install additional perforated drain lines to enhance drainage if the budget permits.

Samples of the existing synthetic turf and infill material were collected and sent to a lab for testing to determine the appropriate disposal procedures. Based on the total concentrations of lead and zinc, the turf is characterized as non-RCRA (Resource Conservation and Recovery Act) hazardous waste, a California waste characteristic category. However, since the total concentrations of lead and zinc detected in the samples exceed the total threshold limit concentration (TTLC) for these two metals in California, the waste is classified as hazardous waste under California State regulations and requires special handling. The Soluble Threshold Limit Concentration (STLC) and Toxicity Characteristic Leaching Procedure (TCLP) concentrations analysis were also conducted on the extracts from the existing turf system materials. The TCLP is designed to simulate conditions that may cause long-term leaching conditions in a landfill. The STLC and TCLP analysis yielded favorable results.

Since the turf is characterized as non-RCRA hazardous waste, but exceeds the California thresholds for Zinc and Lead, the City needs to ensure proper handling and disposal of the old synthetic turf materials, and an addendum to the bid documents was issued that requires the contractor responsible for the removal and disposal to possess a Hazardous Substance Removal Certification issued by the California State Contractor's License Board. The contractor will also be required to prepare a health and safety plan that will address all anticipated field tasks that may expose employees to hazardous materials. Since the employees of the contractor who will be responsible for removing and handling the existing turf and infill materials may be exposed to hazardous substances on a daily basis in their line of work, it is likely their health and safety plan will require the employees to wear protective suits and respirators. The demolition process involves a much higher level of disturbance and exposure to the turf and infill material than would be experienced by those merely playing on the field. It is important to note that while the field does contain metals known to be hazardous; while the field is intact, there is no immediate health risk to the public who use the facility.

Discussion

On June 2, 2016, three (3) bids were received with total bids ranging from approximately $951,000 to $1,437,000. The following table summarizes the three lowest bids received and the Engineer's Estimate:

Bidder	Base Bid	Total Bid (Base Bid pus Add Alternate 1)	Comments
1. Sprinturf	$927,399.98	$951,235.18	Non-Responsive Bid
2. O.C. Jones & Sons	$1,051,132.50	$1,111,132.50	Responsive Bid
3. Frontiergolf	$1,383,731,.34	$1,437,654.08	Non-Responsive Bid
Engineer's Estimate	**$973,491.69**	**$1,014,304.49**	

After reviewing the qualifications of the apparent low bidder, Sprinturf, the bid was deemed non-responsive because Sprinturf did not possess the required Hazardous Substance Removal Certification issued by the State of California Contractors License Board at the time the bid was submitted. A formal bid protest was submitted by O.C. Jones & Sons on June 6, 2016. The basis for the bid protest was that the apparent low bidder, Sprinturf, did not possess the required Hazardous Substance Removal Certification. Sprinturf also submitted a formal bid protest on June 8, 2016 in response to the City bid analysis and O.C. Jones & Sons' bid protest. The basis for Sprinturf's bid protest was that the addendum issued requiring the Hazardous Waste Certification did not specify the certification was required at the time of bid and their bid should be deemed responsive.

Staff reviewed the proposal, special provisions, and contract documents for the project, the bid documents for Sprinturf and O.C. Jones & Sons, as well as relevant state law. Section 10 of the City's Proposal Requirements and Instructions to Bidders states, "The bidder must possess the type of contractor license required for work under the contract at the time a bid is submitted as required by the Business and Professions Code Section 7028.15 and Public Contract Code Section 10762." The bid protest received from O.C. Jones makes a compelling case that Sprinturf's bid is non-responsive by not possessing the required certification at the time of bid. Since the Hazardous Substance Removal Certification is a certification issued under the California State Contractors License Board and was required at the time of bid submission, staff recommends the City uphold the bid protest from O.C.

Jones & Sons and dismiss the bid protest from Sprinturf. Although Sprinturf's bid is lower, it does not reflect the waste disposal criteria that the City desires and put forth in the Bid Documents. Therefore, with the disqualification of Sprinturf, O.C. Jones & Sons is the apparent lowest responsible and responsive bidder for the project. Frontiergolf also does not possess a Hazardous Substance Removal Certification, making their bid non-responsive as well.

O.C. Jones and Sons of Berkeley, California, has been in business since 1924. This bidder holds the required Class A contractor's license with the Hazardous Waste Removal Certification which is current and in good standing. The bidder's references for work performed for other public agencies are acceptable, including the Cities of San Francisco and Foster City.

The contract award as recommended includes the base bid and Add Alternate 1. If the project is awarded as recommended, construction is anticipated to commence in July 2016 and be completed by September 2016.

Fiscal Impact

The total estimated construction cost for this project, including the Base Bid and Add Alternate 1, is \$1,255,000 and includes eight percent (8%) contingency and five percent (5%) construction administration and inspection. The full cost of the project is \$1,331,500 and consists of design consulting services, environmental consulting services, construction, construction administration, inspection and contingency. The adoption of the FY 2016/2017 CIP budget at the June 27th City Council meeting will appropriate \$800,000 of park-in-lieu fees to CIP Account 31-312-555 in addition to the \$532,000 already appropriated to this project. The appropriation of the \$800,000 combined with the amount that will carry over from the current FY 2015/2016 CIP Account will fully fund the project.

Summary/Conclusion

Staff recommends City Council dismiss the bid protest from Sprinturf, uphold the bid protest from O.C. Jones & Sons and award a construction contract to O.C. Jones & Sons of Berkeley, California, in the amount of \$1,111,132.50 for the subject project. Staff further recommends that the City Council authorize the City Manager to execute the contract and affirm the CEQA determination of Categorical Exemption.

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

Respectfully submitted,

Ryan Brunmeier
Engineer I

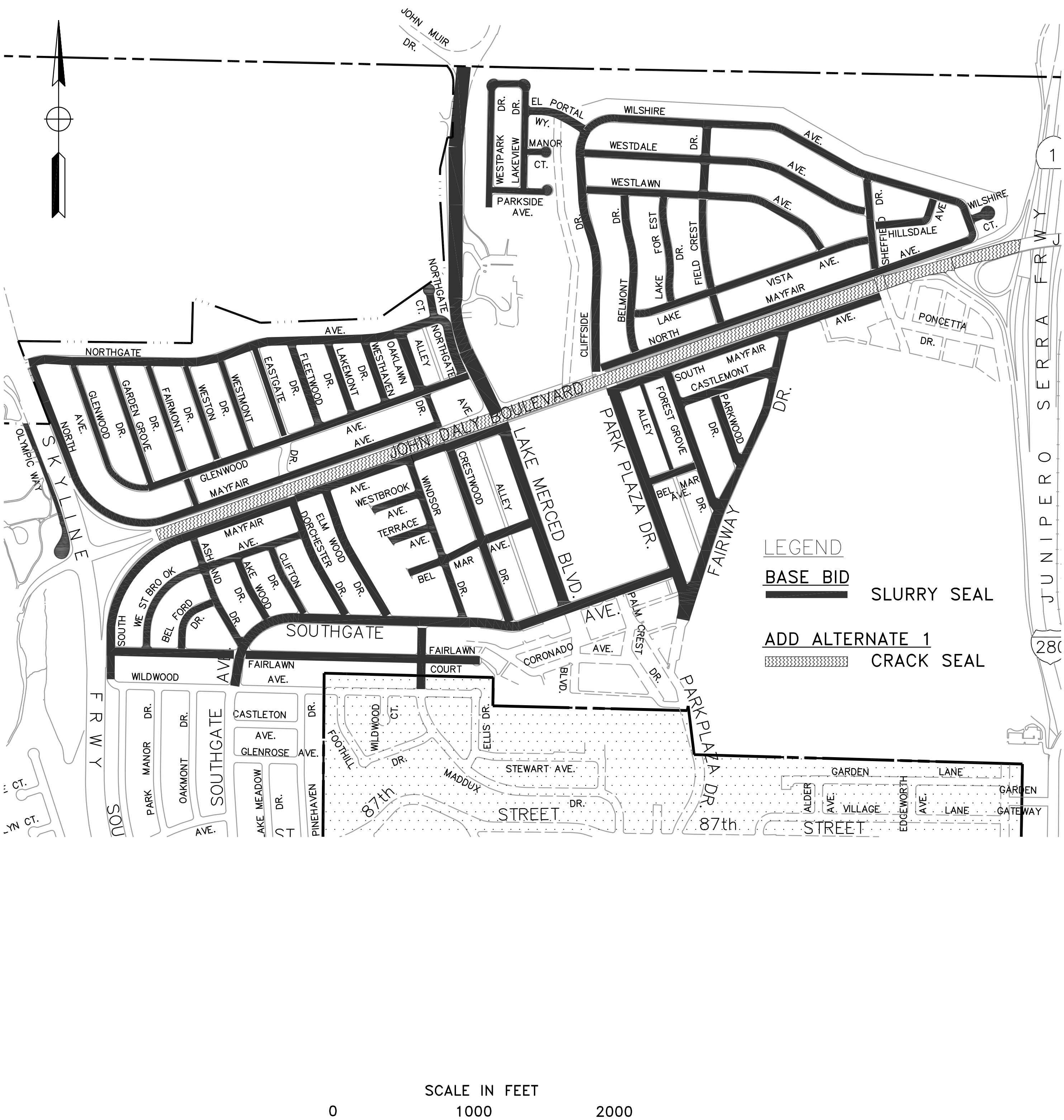
John L. Fuller
Director of Public Works

Attachments: O.C. Jones Bid Protest
Sprinturf Bid Protest

CITY OF DALY CITY

SAN MATEO COUNTY, CALIFORNIA

2016-17 WESTLAKE SLURRY SEAL



City Council Agenda Report

Item # _____

Meeting Date: June 27, 2016

Subject: Award of Construction Contract for the 2016-17 Westlake Slurry Seal Project

Recommended Action

Staff recommends that the City Council accept all bids, waive minor irregularities, and award a construction contract to Graham Contractors Inc. of San Jose, California, in the amount of $905,363.69 for the Westlake Slurry Seal project and authorize the City Manager to execute the contract on behalf of the City. Staff further recommends that the City Council affirm the CEQA determination of Categorical Exemption.

Background

Since 1998, Daly City Public Works has undertaken a comprehensive street pavement preventative maintenance program. The "cornerstone" of this program is an annual Street Slurry Seal Project as the single most cost effective means to preserve a pavement's condition and thereby reduce long term pavement operations and maintenance cost. Street slurry sealing replaces fine aggregate stripped from the pavement surface, reduces water penetration in the roadway base and thereby reduces base failures and the resultant damage that is more costly to repair. Streets selected to be surface sealed are based on several factors including the City's Seven-Year Master Plan, the City's computer based pavement management system recommendations, visual observation of the streets by Public Works staff and other adjacent or associated work such as utility repairs and bike lane installations.

The construction bid documents for the Westlake Slurry Seal project included a Base Bid and one Add Alternate to allow flexibility in the city's contract award to suit funding availability. The Base Bid includes slurry sealing approximately 13.5 miles of City streets in the Westlake neighborhood. Add Alternate 1 includes crack sealing John Daly Boulevard.

Discussion

Five (5) bids were received on May 26, 2016 with total bids ranging from $905,363.69 to $1,147,000.00. The lowest three bids and the Engineer's Estimate are summarized as follows:

Bidder	Base Bid	Total Bid (Base Bid plus Add Alternate 1)	Comments
1. Graham Contractors	$881,363.69	$905,363.69	Responsive Bid
2. American Asphalt	$1,029,231.56	$1,069,231.56	Responsive Bid
3. Sierra Nevada Construction	$1,057,644.08	$1,080,007.00	Responsive Bid
Engineer's Estimate	**$799,352.85**	**$829,352.85**	

Graham Contractors Inc. of San Jose, California, has been in business since 1976. This bidder holds the required Class A contractor's license, which is current and in good standing. The contractor's references for work performed for other public agencies are acceptable including the Cities of Palo Alto and Newark.

In order to take advantage of the favorable bid results staff recommends the contract include the base bid and Add Alternate 1. To take advantage of the construction season and avoid potential conflicts with the beginning of the next school year staff is recommending award of this contract as soon possible and on the same City Council agenda where the 2016/2017 Capital Improvement Program (CIP) budget is scheduled for adoption. Funding for the Westlake area street slurry sealing is available in the 2016/2017 Capital Improvement Program (CIP) budget also being adopted on June 27, 2016.If the project is awarded as recommended, construction is anticipated to commence in July 2016 and be completed in September 2016.

Fiscal Impact

The estimated construction cost for the project is $1,051,600, including a ten percent (10%) contingency and a five percent (5%) construction inspection and contract administration cost. The full cost of this project with contingency and administration costs is approximately $89,400 below the amount allocated in the draft FY 2016/2017 CIP. Adoption of the CIP will appropriate $1,141,000 of expected Gas Tax funding to FY 2016/2017 CIP Account 17-312-621 to fund this project.

Summary/Conclusion

Staff recommends the City Council accept all bids, waive minor irregularities, and award a construction contract to Graham Contractors Inc. of San Jose, California, in the amount of $905,363.69, for the subject project and authorize the City Manager to execute the contract. Staff further recommends that the City Council affirm the CEQA determination of Categorical Exemption for the 2016-17 Westlake Slurry Seal Project.

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

Respectfully submitted,

Ryan Brunmeier
Engineer I

John L. Fuller
Director of Public Works

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 27, 2016

To: Honorable City Council

From: Anna Mostella, City Manager's Office

Date: June 7, 2016

Subject: Council Committee Meetings, May 22 – June 26, 2016

Date of Meeting:	**Meeting:**	**In Attendance:**
May 25, 2016	Daly City Public Libraries Council Committee Meeting	Sal Torres Judith A. Christensen Patricia E. Martel Joseph Curran
May 31, 2016	North County Fire Authority Board Meeting	Judith A. Christensen Michael P. Guingona Patricia E. Martel Ron Myers

/am