



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** August 23, 2022

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

**FROM:** Jovan Grogan, City Manager

**PREPARED BY:** Ann Mottola, Director

**SUBJECT:** Adopt Resolution Authorizing the City Manager to Execute a Joint Use Agreement With the San Bruno Park School District

**BACKGROUND:** Joint Use Agreements (JUA) exist between school districts and cities to allow continuity of programming with minimal bureaucratic process when needs arise due to emergencies, programmatic needs, or temporary accommodation. The JUA document allows this by creating a streamlined process where each agency prioritizes the other to support program continuity and delivery, rather developing a unique process each time a need arises.

The City of San Bruno and the San Bruno Park School District (SBPSD) have previously entered into JUAs in order to reduce capital and operational costs to both governmental jurisdictions. The most recent JUA was executed December 15, 2011, and expired on August 31, 2021.

Due to substantial operational changes in both agencies since the execution of the most recent agreement, Staff from both agencies met to propose a new JUA for approval by both the City Council and SBPSD Governing Board. The JUA was reviewed by a 2 x 2 committee of the City Council and SBPSD Governing Board on May 9, 2022. The Agreement was presented to the SBPSD Governing Board at their monthly meeting on August 10, 2022.

**DISCUSSION:** The most recent JUA, executed December 15, 2011, included references to programs and services that are no longer relevant to current operations of each agency. The new proposed JUA has eliminated these references and is written in a way that preserves the reciprocal use of facilities for programs, emergencies, and temporary use, without identifying any specific program use.

Some of the provisions that are no longer included in the JUA document include the following:

- There are no references to specific programs as these are dynamic and may change more frequently than the term of the JUA. For instance, the City no longer operates the After School Program as referenced in the most recent JUA.
- No longer included in the JUA are references to park and field maintenance performed by the City as this work is now being performed by SBPSD Staff.

- The deletion of the park and field maintenance provision caused the deletion of annual payments from SBPSD to the City for these services.
- Priorities of scheduling for various users has been eliminated because those processes have no bearing on the JUA. Each agency has their own priority system for reservations and those are facilitated through each agency's respective facility rental process.

There are several provisions that have been modified:

- The term of the proposed JUA is two years as compared to ten in the most recent agreement. This allows both agencies to evaluate the new JUA format to ensure that it is effective in allowing reciprocal use, and to allow modifications in a more timely manner.
- Similar to the most recent agreement, this JUA acknowledges that Lions Field is on SBPSD property. The proposed JUA includes a provision that the SBPSD has the right to take the land back after providing a 30-day notice based.

Upon approval by both the City Council and SBPSD Governing Board, the JUA will be in effect for two (2) years.

**FISCAL IMPACT:** There is no fiscal impact.

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

**RECOMMENDATION:** Adopt resolution authorizing the City Manager to execute a Joint Use Agreement with the San Bruno Park School District.

**ALTERNATIVES:** Do not adopt the resolution and give Staff direction of desired changes to the proposed Joint Use Agreement.

**ATTACHMENTS:**

1. Resolution
2. Proposed New Joint Use Agreement
3. Most Recent JUA Executed December 15, 2011