



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** January 10, 2023

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

**FROM:** Jovan D. Grogan, City Manager

**PREPARED BY:** Trisha Ortiz, City Attorney

**SUBJECT:** Adopt Resolution Ratifying the Proclamation of a Local Emergency of the City Manager on January 3, 2023 Due to Severe Winter Storm Conditions; Waiving Competitive Bidding and Other Procurement Requirements Pursuant to State Law and the San Bruno Municipal Code; Authorizing the City Manager to Execute Necessary Contracts to Mitigate the Emergency

### **BACKGROUND:**

A series of severe winter storms hit California, beginning on December 31, 2022. The storm conditions have caused flooding of roads, highways and underpasses, fallen trees, sewer system overflows, and other public safety hazards in the City. As a result of these storm conditions, the City Manager proclaimed a local state of emergency under the Emergency Service Act contained in California Government Code Section 8550 et seq. and Chapter 2.48 of the San Bruno Municipal Code.

A local emergency exists because of the existence of conditions of disaster or of extreme peril to the safety of persons and property within the City of San Bruno caused by the storms, which are likely to be beyond the control of the services, personnel and facilities of the City and require the combined forces of other political subdivisions to combat and ratifying the proclamation of a Local Emergency is necessary to enable the City and other local government entities to adequately plan, prepare and preposition resources to be able to effectively respond to the threat posed by severe winter storm conditions.

During the existence of this local emergency, the powers, functions and duties of the emergency organization of this City are prescribed by state law, by ordinances and resolutions of this City, and by the City's Emergency Operations Plan. These include, but are not limited to: (a) Waiving competitive bidding and other procurement requirements pursuant to state law and the San Bruno Municipal Code; and (b) Authorizing the City Manager to execute necessary contracts to mitigate the emergency and utilizing the Disaster Preparedness Fund for any expenses related to the emergency.

Due to the emergency, City resources and personnel have been redeployed to perform essential functions through the City's Emergency Operations Center (EOC). Staff responded to ensure public safety as well as protect public and private infrastructure. Below is a list of some of the activities performed:

- Sandbag creation and distribution to the public.
- Areas on City property that are prone to mudslides and areas of recent mudslides were covered with plastic.
- Barricades and other supplies have been prepositioned across the City to assist with road closures and storm response.
- Various public messages were sent out and are being prepared for the coming days.
- In the event that evacuations are needed, the City designated and prepared the Senior Center as the City's temporary evacuation site.
- Pre-planning for extended electrical power outages --affecting City buildings and private homes/facilities.

**DISCUSSION:**

In response to the extraordinary situation described above, and so that disaster response to the community was not delayed, the City Manager, acting as Director of Emergency Services, signed a Proclamation of the Existence of a Local Emergency on January 3, 2023. The City Manager's proclamation of a local emergency may continue for up to seven days, after which time the City Council must ratify the continued existence of the local emergency. Staff is requesting that the City Council adopt a resolution ratifying the proclamation of a local emergency and for its continuance until it is terminated by the City Council at a later date.

The City's Emergency Disaster Reserve Fund was established on January 22, 2013 in accordance with the City Council's adoption of the City's Reserve Policy and has a target balance of \$3 million. The funds in this reserve can only be utilized through resolution of the City Council declaring an emergency. The proposed resolution authorizes the City Manager to utilize the Disaster Preparedness Fund for any expenses related to the emergency. Staff will return to the City Council for any necessary appropriations requests at a later date.

**FISCAL IMPACT:**

The fiscal impact for storm damage to City infrastructure and costs for the City's response efforts are unknown at this time. Direct, unbudgeted financial expenditures since the onset and preplanning for storms that began on December 31, 2022 are estimated at below \$100,000 at this time. However, damage assessments, cost estimates for repairs have not been completed. The City's local response to the emergency may require utilizing funds from the City's Emergency Disaster Reserve Fund, which could result in the fund balance being below the reserve policy target level of \$3 million. Staff will provide an subsequent update on expenditures and damage estimates to the City Council when complete.

**ENVIRONMENTAL IMPACT:**

The action is not a project subject to CEQA. City Council's action is not considered a "Project" per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:**

Adopt Resolution Ratifying The Proclamation Of A Local Emergency Of The City Manager On January 3, 2023 Due To Severe Winter Storm Conditions; Waiving Competitive Bidding And Other Procurement Requirements Pursuant To State Law And The San Bruno Municipal Code; Authorizing The City Manager To Execute Necessary Contracts To Mitigate The Emergency.

**ALTERNATIVES:**

Do not ratify the Proclamation of a Local Emergency, in which case, it terminates as of January 10, 2023.

**ATTACHMENTS:**

1. Proclamation of the Existence of a Local Emergency
2. Resolution Ratifying City Manager's Declaration of Local Emergency