



Legislation Text

File #: 18-922

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Agenda Date: 10/3/2018

Item #: 3.

Report transmitting Measure W Fiscal Year 2017-18 year-end results. (*Richard Lee, Director of Finance*)

RECOMMENDATION

This is an information only item.

BACKGROUND/DISCUSSION

Attached for the Measure W Citizens' Oversight Committee's information are Measure W financial reports through accounting period 16 of Fiscal Year (FY) 2017-18.

Attachment 1, the Fiscal Year (FY) 2017-18 Measure W Revenue Detail Report, indicates that the City received \$1,959,169 in revenue between accounting periods 13 through 16, which accounts for revenues that were accrued for FY 2017-18, and includes the true-up for the second quarter of calendar year 2018, and the May 2018 advance from the California Department of Tax and Fee Administration. The City has received a total of \$11,162,238 in Measure W revenues for all of FY 2017-18.

As indicated in Attachment 2, the City expended \$7,189,055 in Measure W funds in June 2018. As authorized by the City Council via the FY 2017-18 adopted budget, Measure W reimbursed the General Fund for its share of \$2,440,861 of the land acquisition costs for the Community Civic Campus project. In addition, the other highlighted transactions largely represent capital project expenditure allocation costs that had not yet taken place in the last reporting period due to vendor invoices that were received after June 30th, and were for services rendered within FY 2017-18. The allocated costs principally reflect capital project expense allocations as follows, with accompanying project expense detail reports and supporting documentation provided in Attachment 3 and Attachment 4:

- Community Civic Campus (pf1707): \$631,631; and
- Year 2 of the 5-Year Paving Program (st1705): \$1,805,294.

The City expended a total of \$9,048,241 of Measure W funds in FY 2017-18. Compared to the FY 2017-18 Amended Budget of \$16,417,566 reflected in Attachment 5, the budget remainder is \$7,369,325. These funds, which represent unexpended budget appropriations for capital improvement projects, will be committed as a reserve for current capital projects and serve as a budget amendment in FY 2018-19.

The balance sheet report, included as Attachment 6, lists all assets, liabilities, and equities for Measure W, and indicates a cash balance of \$9.4 million as of June 30, 2018.

CONCLUSION

Measure W revenues were received and accounted for accurately. Measure W funds were spent in a manner

consistent with the Measure W ballot measure language, and within the FY 2017-18 authorized appropriation limit.

Attachments:

1. FY 2017-18 Measure W Revenue Detail Periods 13 - 16
2. FY 2017-18 Measure W Expenditure Detail Periods 12 - 16
3. Project pf1707 Transaction Detail June 2018
4. Project st1705 Transaction Detail June 2018
5. FY 2017-18 Measure W Budget to Actual Period 16 YTD
6. Measure W (Fund 101) Balance Sheet Report Period 16 YTD

revdetl.rpt
 09/18/2018 3:27PM
 Periods: 13 through 16

Revenue Detail Report
 FY 2017-18 Measure W Revenue Detail
 CITY OF SOUTH SAN FRANCISCO
 06/30/2018 through 06/30/2018

101 MEASURE W

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
101-00000 NON EXPENSE ACCT					
101-00000-30000 TAXES					
101-00000-30207 MEASURE W AND USE TAX (0.5%)	9,168,433.00	0.00	9,203,068.56	-34,635.56	100.38
6/30/2018 acru_l_r_je GJ 68942			1,153,077.51		1A
Line Description: FY17-18 Sales Tax-CA Document Description : FY 2017-2018 YEAR END ACCRUAL					
6/30/2018 acru_l_r_je GJ 68210			806,091.75		1B 101
Line Description: FY17-18 Sales Tax-CA Document Description : FY 2017-2018 YEAR END ACCRUAL					
101-00000-30207 MEASURE W AND USE TAX (0.5%)	9,168,433.00	1,959,169.26	11,162,237.82	-1,993,804.82	121.75
Total MEASURE W	9,168,433.00	1,959,169.26	11,162,237.82	-1,993,804.82	121.75
Grand Total	9,168,433.00	1,959,169.26	11,162,237.82	-1,993,804.82	121.75



STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER

99972510

1A

DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 322271627 from the RETAIL SALES TAX

07 | 24 | 18

972510
CITY OF SO. SAN FRAN T&U TAX
DIRECTOR OF FINANCE
PO BOX 711
SOUTH SAN FRANCISCO CA
94083-0711

DOLLARS	CENTS
\$**806091	.75

NOT NEGOTIABLE

437

PAYEE IDENTIFICATION NUMBER(S)

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



BETTY T. YEE

CALIFORNIA STATE CONTROLLER

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

STATEMENT OF ADD-ON TAX DISTRIBUTION

437 DATE: 7/18/2018 FOR THE PERIODS SHOWN BELOW

PAYEE: CITY OF SO. SAN FRAN T&U TAX

DIRECTOR OF FINANCE

CURRENT ADVANCE MAY 2018 806,091.75

PRIOR CREDITS 0.00

TOTAL PAYMENT 806,091.75

IF YOU HAVE ANY QUESTION PLEASE CONTACT CDTFA

LOCAL REVENUE BRANCH AT (916) 324-3000



STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER
99626850

1B

DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 322271627 from the RETAIL SALES TAX

08 | 24 | 18

626850
CITY OF SO. SAN FRAN T&U TAX
DIRECTOR OF FINANCE
PO BOX 711
SOUTH SAN FRANCISCO CA
94083-0711

DOLLARS	CENTS
\$*1153077	.51

NOT NEGOTIABLE

437

PAYEE IDENTIFICATION NUMBER(S)

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



BETTY T. YEE
CALIFORNIA STATE CONTROLLER

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION STATEMENT OF ADD-ON TAX DISTRIBUTION

437 DATE: 8/20/2018 FOR THE PERIODS SHOWN BELOW
PAYEE: CITY OF SO. SAN FRAN T&U TAX
DIRECTOR OF FINANCE

TOTAL DUE	2ND QTR 18	2,417,790.09
PRIOR CREDITS		0.00
PRIOR ADVANCES	2ND QTR 18	1,518,092.58-
COST OF ADMIN		253,380.00

BALANCE	2ND QTR 18	1,153,077.51
CURRENT ADVANCE	JUN 2018	0.00
TOTAL PAYMENT		1,153,077.51

IF YOU HAVE ANY QUESTION PLEASE CONTACT CDTFA
LOCAL REVENUE BRANCH AT (916) 324-3000

expdetl.rpt
 09/20/2018 2:41PM
 Periods: 12 through 16

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 00000 NON EXPENSE ACCT

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-00000-6000 CAPITAL OUTAY						
101-00000-6001 LAND	2,440,861.00	0.00	0.00	0.00	2,440,861.00	0.00
Total CAPITAL OUTAY	2,440,861.00	0.00	0.00	0.00	2,440,861.00	0.00
101-00000-9000 TRANSFERS						
101-00000-9100 TRANSFER OUT TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00
6/29/2018 genjrnل GJ 69163		2,440,861.00				
Line Description: Trfr - PUC and Taxing Entities Document Description : TRANSFER FUNDS PUC PARCELS/TAXING ENTITI						
101-00000-9100 TRANSFER OUT TO GENERAL FUND	0.00	2,440,861.00	2,440,861.00	0.00	-2,440,861.00	0.00
Total TRANSFERS	0.00	2,440,861.00	2,440,861.00	0.00	-2,440,861.00	0.00
Total NON EXPENSE ACCT	2,440,861.00	2,440,861.00	2,440,861.00	0.00	0.00	100.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 01000 CITY COUNCIL

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-01000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total CITY COUNCIL	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 02000 CITY CLERK

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-02000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total CITY CLERK	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
06/01/2018 through 06/30/2018

101 MEASURE W
03000 CITY TREASURER

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-03000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total CITY TREASURER	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 04000 CITY ATTORNEY

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-04000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total CITY ATTORNEY	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 05000 CITY MANAGER

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-05000-5000 SUPPLIES & SERVICES						
101-05101-5005 PROFESSIONAL & SPECIALIZED SVCS	76,000.00	0.00	0.00	0.00	76,000.00	0.00
6/5/2018 invoice IN PRG #SSF1801		11,175.00				
Line Description: COMMUNITY CIVIC CAMPUS FUND RA Document Description : COMM CIV CAMPUS FUND RAISING CONSULTANT						
Vendor: 108252 PARTNERSHIP RESOURCES GROUP Check # 268102						
6/5/2018 invoice IN PRG #SSF1802		11,175.00				
Line Description: COMM CIV CAMPUS FUNDRAISING PR Document Description : COMM CIV CAMPUS FUNDRAISING PRG, 6/1/18						
Vendor: 108252 PARTNERSHIP RESOURCES GROUP Check # 268399						
101-05101-5005 PROFESSIONAL & SPECIALIZED SVCS	76,000.00	22,350.00	22,350.00	0.00	53,650.00	29.41
101-05101-5999 PROJ ACCT SUPPLIES & SCVS	0.00	0.00	0.00	0.00	0.00	0.00
Total SUPPLIES & SERVICES	76,000.00	22,350.00	22,350.00	0.00	53,650.00	29.41
Total CITY MANAGER	76,000.00	22,350.00	22,350.00	0.00	53,650.00	29.41

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 06000 FINANCE DEPARTMENT

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-06000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 07000 NON-DEPARTMENTAL

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-07000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 09000 HUMAN RESOURCES

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-09000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total HUMAN RESOURCES	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 10000 ECONOMIC & COMMUNITY DEVELOPMENT DEPT

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-10000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total ECONOMIC & COMMUNITY DEVELOPMENT DEPT	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 11000 FIRE DEPARTMENT

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-11000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total FIRE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 12000 POLICE DEPARTMENT

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-12000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 13000 PUBLIC WORKS

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-13000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 15000 LIBRARY DEPARTMENT

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-15000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total LIBRARY DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 16000 INFORMATION TECHNOLOGY DEPARTMENT

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-16000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total INFORMATION TECHNOLOGY DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 17000 PARKS & RECREATION DEPARTMENT

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-17000-5000 SUPPLIES & SERVICES						
Total SUPPLIES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total PARKS & RECREATION DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SOUTH SAN FRANCISCO
 06/01/2018 through 06/30/2018

101 MEASURE W
 99000 CIP

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
101-99000-9000 TRANSFERS						
101-99999-9510 TRANSFER OUT TO CAPITAL IMPROV	13,900,705.49	0.00	1,859,186.58	0.00	12,041,518.91	13.37
6/30/2018 rev alloc GJ st1705		822,323.67				
Line Description: Project: st1705 Allocation Document Description : Project: st1705 Allocation						
6/30/2018 rev alloc GJ pf1707		560,630.91				
Line Description: Project: pf1707 Allocation Document Description : Project: pf1707 Allocation						
6/30/2018 rev alloc GJ st1705		681,010.40				
Line Description: Project: st1705 Allocation Document Description : Project: st1705 Allocation						
6/30/2018 rev alloc GJ st1705		982,969.99				
Line Description: Project: st1705 Allocation Document Description : Project: st1705 Allocation						
6/30/2018 rev alloc GJ pf1707		71,000.00				
Line Description: Project: pf1707 Allocation Document Description : Project: pf1707 Allocation						
6/30/2018 rev alloc GJ pf1707		1,581,588.86				
Line Description: Project: pf1707 Allocation Document Description : Project: pf1707 Allocation						
6/30/2018 rev alloc GJ st1702		26,320.00				
Line Description: Project: st1702 Allocation Document Description : Project: st1702 Allocation						
101-99999-9510 TRANSFER OUT TO CAPITAL IMPROV	13,900,705.49	4,725,843.83	6,585,030.41	0.00	7,315,675.08	47.37
Total TRANSFERS	13,900,705.49	4,725,843.83	6,585,030.41	0.00	7,315,675.08	47.37
Total CIP	13,900,705.49	4,725,843.83	6,585,030.41	0.00	7,315,675.08	47.37
Total MEASURE W	16,417,566.49	7,189,054.83	9,048,241.41	0.00	7,369,325.08	55.11
Grand Total	16,417,566.49	7,189,054.83	9,048,241.41	0.00	7,369,325.08	55.11

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Project Expense Transaction Detail Report

9/19/2018 3:25PM

CITY OF SOUTH SAN FRANCISCO

6/1/2018 through 6/30/2018

Project Number # pf1707 COMMUNITY CIVIC CAMPUS

Phase # 100 PRELIMINARY STUDIES

Date	Reference	Description	Account #	Hours	Labor + Benefits	Materials	Other	Total
Task #	600	CONTRACT/CONSULTANT SERVICES						
6/11/2018	1801-01	COMM CIV CAMPUS LAND ECONON	E 510-99995-5999				12,765.00	12,765.00
		107895 LAND ECONOMICS CONSULTANTS LLC	Check: 268376 6/20/2018					
6/11/2018	1801-02	COMMUNITY CIVIC CAMPUS LAND	E 510-99995-5999				7,955.00	7,955.00
		107895 LAND ECONOMICS CONSULTANTS LLC	Check: 268263 6/15/2018					
6/11/2018	1801-03	COMMUNITY CIVIC CAMPUS LAND	E 510-99995-5999				1,480.00	1,480.00
		107895 LAND ECONOMICS CONSULTANTS LLC	Check: 268263 6/15/2018					
	Task Total: 600	CONTRACT/CONSULTANT SERVICES		0.00	0.00	0.00	22,200.00	22,200.00
	Phase Total: 100	PRELIMINARY STUDIES		0.00	0.00	0.00	22,200.00	22,200.00

9/19/2018 3:25PM

CITY OF SOUTH SAN FRANCISCO

6/1/2018 through 6/30/2018

Project Number # pf1707 COMMUNITY CIVIC CAMPUS

Phase # 110 DESIGN

Date	Reference	Description	Account #	Hours	Labor + Benefits	Materials	Other	Total
Task #	600	CONTRACT/CONSULTANT SERVICES						
6/20/2018	0131637	COMM CIVIC CAMPUS, SMITH GRO	E 510-99995-5999				487,478.34	487,478.34
		107999 SMITHGROUPJJR INC	Check: 268952 7/11/2018					
	Task Total: 600	CONTRACT/CONSULTANT SERVICES		0.00	0.00	0.00	487,478.34	487,478.34
	Phase Total: 110	DESIGN		0.00	0.00	0.00	487,478.34	487,478.34

9/19/2018 3:25PM

CITY OF SOUTH SAN FRANCISCO

6/1/2018 through 6/30/2018

Project Number # pf1707 COMMUNITY CIVIC CAMPUS

Phase # 160 PROJECT MANAGEMENT

Date	Reference	Description	Account #	Hours	Labor + Benefits	Materials	Other	Total
Task #	600	CONTRACT/CONSULTANT SERVICES						
6/11/2018	78928	FY2016-17 APPROVED CONSULTAN	E 510-99995-5999				35,759.00	35,759.00
		106730 KITCHELL CEM						
								Check: 269408 7/27/2018
6/24/2018	79463	COMM CIV CAMPUS, KITCHELL PR	E 510-99995-5999				37,245.00	37,245.00
		106730 KITCHELL CEM						
								Check: 268926 7/11/2018
6/25/2018	1055	COMMUNITY CIVIC CAMPUS, THE C	E 510-99995-5999			3,107.39		3,107.39
		108377 THE COLLECTIVE POTENTIAL LLC						
								Check: 268882 7/6/2018
6/30/2018	cc375407	HEATHER ENDERS -- CREDIT CARD	E 510-99995-5999			148.57		148.57
		104664 PRONTO LASAGNERIA N PIZZERIA						
								Check: 269257 7/20/2018
Task Total: 600 CONTRACT/CONSULTANT SERVICES				0.00	0.00	3,255.96	73,004.00	76,259.96
Phase Total: 160 PROJECT MANAGEMENT				0.00	0.00	3,255.96	73,004.00	76,259.96
Project Number Total: pf1707 COMMUNITY CIVIC CAMPUS				0.00	0.00	3,255.96	582,682.34	585,938.30
GRAND TOTAL:				0.00	0.00	3,255.96	582,682.34	585,938.30



June 8, 2018

INVOICE 78928

Marian Lee, Assistant City Manager
City of South San Francisco
400 Grand Avenue
South San Francisco, CA 94080

CITY OF SOUTH SAN FRANCISCO MEASURE W
KCEM PROJECT 6176C2
For Professional Services for the Period:
04/30/2018 - 05/27/2018

Description	Contract Amount	Balance Remaining on Contract	Billings To Date	Previous Billings	Current Billing
Tasks 2,3,4 Pre-Construction	391,440.00	-	391,440.00	391,440.00	0.00
Tasks 2,3 Design Constructability Review	751,408.00	624,269.00	127,139.00	91,380.00	35,759.00
Tasks 2,5 Construction Management	3,710,960.00	3,710,960.00	0.00	0.00	0.00
Tasks 2,6 Close - Out	34,880.00	34,880.00	0.00	0.00	0.00
Contingency	488,869.00	488,869.00	0.00	0.00	0.00
TOTAL	\$5,377,557.00	4,858,978.00	\$518,579.00	\$482,820.00	35,759.00

Input: RS 6/8/18
Approved: _____

TOTAL AMOUNT DUE: \$35,759.00

****Please remit payment to the address below. Thank you.**

D# 372588

V# 106730

(Queue: civctr-cm)

P.O.# 0101597
Proj: pf1707-160-600
A/c: 510-99995-5999

Kitchell CEM

2450 Venture Oaks Way | Suite 500 | Sacramento, California 95833 | Phone 916.648.9700 | Fax 916.648.6534 | www.kitchell.com

**CITY OF SOUTH SAN FRANCISCO MEASURE W
Detail Breakdown of Work Performed**

Labor

<u>Employee</u>	<u>Title</u>	<u>Hourly Rate</u>	<u>Current Hours</u>	<u>Current Billing</u>
Dolores Montenegro	Program Manager	\$ 182.00	54.50	\$ 9,919.00
Omar Galvan	Project Manager	\$ 170.00	92.00	\$ 15,640.00
stephen Goltiao	Project Manager	\$ 170.00	60.00	\$ 10,200.00
Total Labor			206.50	\$ 35,759.00



Program Summary

On November 3, 2015, South San Francisco voters approved a half-cent sales tax measure, “Measure W.” The measure was structured as a general tax with tax proceeds beginning April 1, 2016, available for any valid governmental purpose. Throughout the Measure W public outreach process, the community expressed support for expansion and enhancement of public safety, quality of life and education programs/services provided by the City of South San Francisco’s Police, Fire, Library and Parks and Recreation (P&R) Departments.

The program includes design and construction of a new Fire station west of El Camino Real, a Police Station, and a joint Library/Recreation facility east of El Camino Real with Council Chambers offices.

Approved Budget FY - 2017/2018 – Prior Year Balance, Current, Expenses, Fund Balance

Prior Fiscal Year 2016/2017 Carry-over Amount: \$2,117,434
Approved 2017/2018 Fiscal Year Budget: \$5,803,443 (Total Budget: \$7,920,877)
Expenses through end of May 2018: \$1,978,979
Approved FY 2017-18-budget balance at end of May 2018: \$5,941,898

Progress – Key Milestones Achieved

May 2018: Attended/participated in kick-off meeting with BART, May 11. Attended meeting to review deal points with CM, ACM, and CAO re: Project Labor Agreement. Attended first meeting with Building Trade Council on May 22, 2018. Attended/participated at Town Hall Meeting, May 22, 2018. Continued to participate in weekly telecom coordination meetings with ACM, KCEM, and SGJJR team. Continued to attend coordination meeting various design teams re: UUD, SummerHill Homes development, and Oak Avenue extension. Continued to coordinate/update webpage. Oversaw completion of final geotechnical report from Ninyo & Moore. Transmitted geotechnical report/recommendations to inform design team. Continued efforts with BKF to complete BART tunnel survey. Prepared master schedule and budget update (May).

Upcoming – Target Milestones

June 2018: Participate in a second meeting with Building Trade Council week of June 18, 2018. Attendance/participation of follow-up telecom meeting with BART, June 26. Attendance/participation in team collaborating (partnering) session, June 11. Attendance and quarterly presentation to COC on June 6, 2018. Continue to participate in weekly coordination meetings with ACM, KCEM, and SGJJR team. Continue to attend coordination meeting various design teams re: UUD, SummerHill Homes development, and Oak Avenue extension. Continue to coordinate/update webpage. Coordinate completion of quarterly newsletter for publication and posting to webpage. Finalize efforts by BKF complete BART tunnel survey. Prepare master schedule and budget update (June updates) and prepare for start of Fiscal Year 2018-19.

Upcoming Council/Committee Reports/Meetings

June 6, 2018 – Citizens’ Oversight Committee (COC)
June 13, 2018 – Council Study Session

Sanders, Renee

From: Lee, Marian
Sent: Friday, June 8, 2018 2:09 PM
To: Sanders, Renee
Cc: Enders, Heather; Montenegro, Dolores [contractor]
Subject: FW: Measure W CCC - KCEM - May 2018 Invoice
Attachments: CSSF MeasureWCCCMay2018.pdf

Renee,

This is good to process through EDEN.

Thank you in advance.

Mare

From: Dolores Montenegro [mailto:dmontenegro@kitchell.com]
Sent: Friday, June 8, 2018 2:06 PM
To: Lee, Marian
Subject: RE: Measure W CCC - KCEM - May 2018 Invoice

Apologies, here is an integrated version... ☺

Best Regards, Dolores



Dolores A. Montenegro, CCM, Associate DBIA, LEED Green Associate

Senior Project Manager

Kitchell CEM

1180 Coleman Avenue, Suite 202

San Jose, CA 95110

dmontenegro@kitchell.com

O: 408.280.7889 | C: 650.554.9286 | D: 408.280.7386 Follow us: [Facebook](#) | [Twitter](#) | [Kitchell.com](#) | [KitchellProgress](#)

| [Youtube](#)

Think Green before printing this e-mail

From: Lee, Marian <Marian.Lee@ssf.net>
Sent: Friday, June 8, 2018 2:01 PM
To: Dolores Montenegro <dmontenegro@kitchell.com>
Subject: FW: Measure W CCC - KCEM - May 2018 Invoice

Where's the invoice?

From: Dolores Montenegro [mailto:dmontenegro@kitchell.com]
Sent: Friday, June 8, 2018 11:45 AM
To: Lee, Marian
Cc: Arturo Taboada; Galvan, Omar (Kitchell); Goltiao, Stephen (Kitchell)
Subject: Measure W CCC - KCEM - May 2018 Invoice

Hi Marian,

5

Comm Care Campus Fund
mtg for 10 (5)

Pronto Laxano and Pizzeria
113 Grand Ave
South San Francisco, CA 94080
(650)873-1324

06/04/2018 10:05:22
Terminal ID No.: 78957156

Credit Sale:

Transaction #: 1
Card Type: (HE) Visa
Account:6008
Entry: Manual
Invoice: D#375407

Amount: V#104664 12
Convenience Fee: 45

Sub Tot: USD\$143.5

TIP: USD\$ 5

Total: USD\$ 148.57

Ref. Number: 815517402464
Auth. Code: 10397
Batch Number: 16
Response: APPROVAL 049397

CUSTOMER COPY

Thank You

(for M Lee)

input: 7/18/18
Approved: Ro

Delivery Pick Up
Phone # 6508778502
NAME: 315 mallet

Address
House Apartment Town House
11:50

Time Ordered	Promised Delivery Time	Date
6/ celi' com Bo		
6/ V. D		
6/ sau		
maun		
ai'u		
H. S. sent	10 per	

THANK YOU	Tax	138.12
NCCO 11A 110	Delivery	
61625	Total	148.57

paTran

Project Expense Transaction Detail Report

9/19/2018 3:23PM

CITY OF SOUTH SAN FRANCISCO

6/1/2018 through 6/30/2018

Project Number # st1705 STREET REHABILITATION PROGRAM FY16-17

Phase # 110 DESIGN

Date	Reference	Description	Account #	Hours	Labor + Benefits	Materials	Other	Total
Task #	600	CONTRACT/CONSULTANT SERVICES						
6/21/2018	0066716	Task Order 2017-4, Roadway and	E 510-99999-5999				490.00	490.00
		000273 DKS ASSOCIATES	Check: 268478 6/22/2018					
	Task Total: 600	CONTRACT/CONSULTANT SERVICES		0.00	0.00	0.00	490.00	490.00
	Phase Total: 110	DESIGN		0.00	0.00	0.00	490.00	490.00

9/19/2018 3:23PM

CITY OF SOUTH SAN FRANCISCO

6/1/2018 through 6/30/2018

Project Number # st1705 STREET REHABILITATION PROGRAM FY16-17

Phase # 120 CONSTRUCTION

Date	Reference	Description	Account #	Hours	Labor + Benefits	Materials	Other	Total
Task #	600	CONTRACT/CONSULTANT SERVICES						
6/6/2018	218529	Materials Testing and Special	E 510-99999-5999				6,122.50	6,122.50
		104960 NINYO AND MOORE GEOTECHNICAL	Check: 268002 6/6/2018					
6/21/2018	22159	2018-2: Construction Services	E 510-99999-5999				7,327.30	7,327.30
		000737 WILSEY HAM, INC	Check: 268526 6/22/2018					
6/21/2018	4	2016 Street Rehabilitation Pro	E 510-99999-5999				574,281.22	574,281.22
		000391 INTERSTATE GRADING & PAVING IN	Check: 268578 6/27/2018					
6/25/2018	3366	Task Order 2018-1: 2016 STREET	E 510-99999-5999				46,267.00	46,267.00
		105927 ANCHOR ENGINEERING, INC.	Check: 268537 6/27/2018					
6/29/2018	219153	2018-G4: Soil Classification -	E 510-99999-5999				5,376.00	5,376.00
		104960 NINYO AND MOORE GEOTECHNICAL	Check: 268855 7/6/2018					
6/29/2018	5	2016 Street Rehabilitation Pro	E 510-99999-5999				982,969.99	982,969.99
		000391 INTERSTATE GRADING & PAVING IN	Check: 268842 7/6/2018					
Task Total: 600 CONTRACT/CONSULTANT SERVICES				0.00	0.00	0.00	1,622,344.01	1,622,344.01
Phase Total: 120 CONSTRUCTION				0.00	0.00	0.00	1,622,344.01	1,622,344.01
Project Number Total: st1705 STREET REHABILITATION PROGRAM FY16-17				0.00	0.00	0.00	1,622,834.01	1,622,834.01
GRAND TOTAL:				0.00	0.00	0.00	1,622,834.01	1,622,834.01

Financial Status Balances

Criteria: As Of = 6/30/2018; Summarize by = Report,Fund,ObjectGroup,Object; Period = 0,1..12,13,14,15,16; Fund = 101

Object	Title	Month-To-Date Actual	Year-To-Date Actual	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Encumbrances	Bdgt. to Act. Variance	Pct. Spent
Fund 101 -- MEASURE W									
Revenues									
Object Group 30000 -- TAXES									
30207	MEASURE W AND USE TAX (0.5%)	712,000.83	11,162,237.82	9,168,433.00	0.00	9,168,433.00	0.00	(1,993,804.82)	121.7%
Total TAXES		712,000.83	11,162,237.82	9,168,433.00	0.00	9,168,433.00	0.00	(1,993,804.82)	121.7%
Total Revenues		712,000.83	11,162,237.82	9,168,433.00	0.00	9,168,433.00	0.00	(1,993,804.82)	121.7%
Expenditures									
Object Group 5000 -- SUPPLIES & SERVICES									
5005	PROFESSIONAL & SPECIALIZED SVCS	22,350.00	22,350.00	0.00	76,000.00	76,000.00	0.00	53,650.00	29.4%
Total SUPPLIES & SERVICES		22,350.00	22,350.00	0.00	76,000.00	76,000.00	0.00	53,650.00	29.4%
Object Group 6000 -- CAPITAL OUTAY									
6001	LAND	0.00	0.00	2,440,861.00	0.00	2,440,861.00	0.00	2,440,861.00	0.0%
Total CAPITAL OUTAY		0.00	0.00	2,440,861.00	0.00	2,440,861.00	0.00	2,440,861.00	0.0%
Object Group 9000 -- TRANSFERS									
9100	TRANSFER OUT TO GENERAL FUND	2,440,861.00	2,440,861.00	0.00	0.00	0.00	0.00	(2,440,861.00)	0.0%
9510	TRANSFER OUT TO CAPITAL IMPROV	4,725,843.83	6,585,030.41	9,168,433.00	4,732,272.49	13,900,705.49	0.00	7,315,675.08	47.4%
Total TRANSFERS		7,166,704.83	9,025,891.41	9,168,433.00	4,732,272.49	13,900,705.49	0.00	4,874,814.08	64.9%
Total Expenditures		7,189,054.83	9,048,241.41	11,609,294.00	4,808,272.49	16,417,566.49	0.00	7,369,325.08	55.1%
Total MEASURE W		(6,477,054.00)	2,113,996.41	(2,440,861.00)	(4,808,272.49)	(7,249,133.49)	0.00	(9,363,129.90)	(29.2%)
Total		(6,477,054.00)	2,113,996.41	(2,440,861.00)	(4,808,272.49)	(7,249,133.49)	0.00	(9,363,129.90)	(29.2%)

General Ledger Balances

Criteria: As Of = 6/30/2018; Period = 0,1..12,13,14,15,16; Summarize By = Report,Fund,ObjectGroup,Object; Fund = 101

Object	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 101 -- MEASURE W					
Object Group 11000 -- CURRENT ASSETS					
11101	CASH AND INVESTMENT	8,124,448.51	11,838,204.21	10,517,677.06	9,444,975.66
11208	ACCOUNTS RECEIVABLE - OTHER	1,165,700.00	1,959,169.26	1,165,700.00	1,959,169.26
Total CURRENT ASSETS		9,290,148.51	13,797,373.47	11,683,377.06	11,404,144.92
Object Group 21000 -- CURRENT LIABILITIES					
21101	ACCOUNTS PAYABLE	0.00	22,350.00	22,350.00	0.00
Total CURRENT LIABILITIES		0.00	22,350.00	22,350.00	0.00
Object Group 27000 -- FUND BALANCES					
27001	FUND BALANCE	0.00	53,650.00	4,732,272.49	(4,678,622.49)
27202	RESERVE FOR ENCUMBRANCE	0.00	22,350.00	76,000.00	(53,650.00)
27304	DES FOR CURRENT CAPITAL PROJ.	(4,732,272.49)	4,732,272.49	0.00	0.00
27472	DESIGNATED FOR CIVIC CAMPUS	(4,557,876.02)	0.00	0.00	(4,557,876.02)
Total FUND BALANCES		(9,290,148.51)	4,808,272.49	4,808,272.49	(9,290,148.51)
Object Group 28000 -- CONTROL ACCOUNTS					
28001	ENCUMBRANCES	0.00	76,000.00	76,000.00	0.00
28003	APPROPRIATION CONTROL	0.00	76,000.00	4,884,272.49	(4,808,272.49)
28004	BUDGETED FUND BALANCE	0.00	4,884,272.49	76,000.00	4,808,272.49
28005	REVENUE CONTROL	0.00	1,165,700.00	12,327,937.82	(11,162,237.82)
28006	EXPENDITURE CONTROL	0.00	10,517,677.06	1,469,435.65	9,048,241.41
Total CONTROL ACCOUNTS		0.00	16,719,649.55	18,833,645.96	(2,113,996.41)
Total MEASURE W		0.00	35,347,645.51	35,347,645.51	0.00
Total		0.00	35,347,645.51	35,347,645.51	0.00