



## City of Guadalupe AGENDA

### Regular Meeting of the Guadalupe City Council Tuesday, November 24, 2020 at 6:00 pm City Hall, 918 Obispo Street, Council Chambers

Pursuant to Governor's Executive Orders N-25-20 and N-33-20: All residents are to heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19.

The City Council meeting will be broadcast live on Charter Spectrum Cable Channel 20.

If you choose to attend the City Council meeting in person, you should maintain appropriate social distancing. Seating will be limited. In addition, all persons attending the City Council meeting are required to wear nose and face masks pursuant to County of Santa Barbara Health Officer Order No. 2020-10.

If you choose not to attend the City Council meeting but wish to make a comment during oral communications or on a specific agenda item, please submit via email to [juana@ci.guadalupe.ca.us](mailto:juana@ci.guadalupe.ca.us) no later than 1:00 pm on Tuesday, November 24, 2020. Every effort will be made to read your comment aloud into the record, subject to the 3-minute time limit.

Please be advised that, pursuant to State Law, any member of the public may address the City Council concerning any item on the Agenda, before or during Council consideration of that item. Please be aware that items on the Consent Calendar are considered to be routine and are normally enacted by one vote of the City Council. If you wish to speak on a Consent Calendar item, please do so during the Community Participation Forum.

The Agenda and related Staff reports are available on the City's website: [www.ci.guadalupe.ca.us](http://www.ci.guadalupe.ca.us) Friday before Council meeting.

Any documents produced by the City and distributed to a majority of the City Council regarding any item on this agenda will be made available the Friday before Council meetings at the Administration Office at City Hall 918 Obispo Street, Monday through Friday between 8:00 am and 4:30 pm, and also posted 72 hours prior to the meeting. The City may charge customary photocopying charges for copies of such documents. Any documents distributed to a majority of the City Council regarding any item on this agenda less than 72 hours before the meeting will be made available for inspection at the meeting and will be posted on the City's website and made available for inspection the day after the meeting at the Administration Office at City Hall 918 Obispo Street, Monday through Friday between 8:00 am and 4:30 pm.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, including review of the Agenda and related documents, please contact the Administration Office at (805) 356.3891 at least 72 hours prior to the meeting. This will allow time for the City to make reasonable arrangements to ensure accessibility to the meeting.

## **ROLL CALL:**

Council Member Tony Ramirez  
Council Member Eugene Costa Jr.  
Council Member Liliana Cardenas  
Mayor Pro Tempore Gina Rubalcaba  
Mayor Ariston Julian

## **MOMENT OF SILENCE**

## **PLEDGE OF ALLEGIANCE**

## **AGENDA REVIEW**

At this time the City Council will review the order of business to be conducted and receive requests for, or make announcements regarding, any change(s) in the order of the day.

## **COMMUNITY PARTICIPATION FORUM**

Each person will be limited to a discussion of three (3) minutes or as directed by the Mayor. This time is reserved to accept comments from the public on Consent Calendar items, Ceremonial Calendar items, Closed Session items, or matters not otherwise scheduled on this agenda. Pursuant to provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

## **CONSENT CALENDAR**

The following items are presented for City Council approval without discussion as a single agenda items in order to expedite the meeting. Should a Council Member wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

1. Waive the reading in full of all Ordinances and Resolutions. Ordinances on the ConsentCalendar will be adopted by the same vote cast as the first meeting, unless City Council indicates otherwise.
2. Approve payment of warrants for the period ending November 19, 2020.
3. Approve the Minutes of the City Council Regular Meeting of November 10, 2020 to be ordered filed.
4. Receive the October 2020 Financial Report.
5. Adopt Resolution No. 2020-90 to approve the CalPERS 457 Deferred Compensation Plan.

6. Adopt Resolution No. 2020-91 to submit an application for the Housing Authority of the County of Santa Barbara for a grant of \$3 million, and authorize the City Administrator and Mayor to submit the required State application form and exhibits by the deadline of November 30, 2020, prepared by the Housing Authority.
7. Adopt Resolution No. 2020-92 Request from Guadalupe Commercial, LLC (CA), GB Land 9, LLC (CA) and Guadalupe Beach LLC (CA) (collectively LANDOWNERS), to the City of Guadalupe to accept (or decline) the transfer and assignment of Twitchell Yield for lots 1, 2, 3, 6, 9 and 10 of the Pasadera development.
8. Adopt Resolution No. 2020-93 to approve Andrew Goodwin Design's Additional Service #3 Agreement for the LeRoy Park and Community Center Renovation.
9. Receive the Short Range Transit Plan (SRTP) Update (Technical Memo #5).
10. **MONTHLY REPORTS FROM DEPARTMENT HEADS**
  - a. Police and Fire Department Report for October 2020
  - b. City Treasurer's Report for October 2020
  - c. Parks and Recreation Department Report for October 2020

**CITY ADMINISTRATOR REPORT:** (Information Only)

**DIRECTOR OF PUBLIC SAFETY REPORT:** (Information Only)

**REGULAR BUSINESS**

**11. Employment Agreement with Director of Public Safety, Michael Cash.**

Written Report: Emiko Gerber, Human Resources Manager

Recommendation: That the City Council approve and authorize Mayor Julian to execute a new Employment Agreement with Director of Public Safety Michael Cash.

**12. Options for AB 1234 Ethics Training.**

Written Report: Philip F. Sinco, City Attorney

Recommendation: That the City Council accept this report for information and provide direction to staff.

**13. City Clerk Vacancy.**

Written Report: Todd Bodem, City Administrator

Recommendation: That the City Council provide direction concerning efforts to recruit candidates for and appointment to vacant City Clerk office.

**FUTURE AGENDA ITEMS**

**ANNOUNCEMENTS - COUNCIL ACTIVITY/COMMITTEE REPORTS**

**ADJOURNMENT**

*I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall display case, Water Department bulletin board and website not less than 72 hours prior to the meeting. Dated this 20<sup>th</sup> day of November 2020.*

*Todd Bodem*

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Todd Bodem, City Administrator

**PROPOSED FUTURE CITY COUNCIL AGENDA ITEMS**

Council Meeting: Date and Subject	Department	Agenda Category	
<b>Monday, December 7, 2020 at 6:00 pm / Special Meeting</b>			
CDBG-CV2, CDBG-CV3 and CDBG 21 Application – Public Meeting	Thomas Brandeberry	Public Meeting	
<b>Tuesday, December 8, 2020 at 6:00 pm / Regular Meeting</b>			
November 3 <sup>rd</sup> Election Results	Administration Dept	Regular Business	
Cancellation of the December 22 <sup>nd</sup> Council Meeting	Administration Dept	Consent Calendar	
Central Park Grant Proposal	RCDC	Regular Business	
Audit Services – Award of Contract	Finance Department	Regular Business	
IAFF Agreement	Human Resources	Consent Calendar	
AB571	City Attorney	Regular Business	
November 2020 Financial Report	Finance Department	Consent Calendar	
Notice of Completion- 2020 Slurry Seal Project	Public Works Dept	Consent Calendar	
Summary Vacation of Escalante Street	Public Works Dept	Consent Calendar	
<b>Tuesday, January 12, 2020 at 6:00 pm / Regular Meeting</b>			
No Overnight Camping Ordinance	City Attorney	Regular Business	
<b>Other Unscheduled Items</b>			
Other Unscheduled Items	Proposed Date of Item	Department	Agenda Category
Urban Foot Print Civic Plan		Ariston – Request CC	New Business
City Hall Repairs			New Business
Proposition 68 Update		Ariston – Request CC	Update
Tree Ordinance		Philip F. Sinco	New Business
Food Truck Ordinance		Police Department	New Business
Guadalupe Leo Club Recognition		Administration Dept	Ceremonial
Vacant Property Ordinance		Administration Dept	New Business
Short Term Rentals			New Business
Sign Ordinance		Planning Dept	New Business
Pasadera Public Infrastructure Dedication		Public Works Dept	New Business



Agenda Item No. 2

**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of November 24, 2020**

EF  
Prepared by:  
Veronica Fabian  
Finance Account Clerk

Louana Zarate  
Reviewed by:  
Lorena Zarate  
Finance Director

Todd Bodem  
Approved by:  
Todd Bodem  
City Administrator

**SUBJECT:** Payment of warrants for the period ending November 19, 2020 to be approved for payment by the City Council. Subject to having been certified as being in conformity with the budget by the Finance Department staff.

**RECOMMENDATION:**

That the City Council review and approve the listing of hand checks and warrants to be paid on November 25, 2020.

**BACKGROUND:**

Submittal of the listing of warrants issued by the City to vendors for the period and explanations for disbursement of these warrants. An exception, such as an emergency hand check may be required to be issued and paid prior to submittal of the warrant listing, however, this warrant will be identified as "Ratify" on the warrant listing.

141 SUBURBAN ROAD STE C-1 \*\*\* VENDOR.: ABA01 (ABALONE COAST ANALYTICAL, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
20-5703	WATER SAMPLES	11-20	10/21/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	WATER SAMPLES	12 4425 2150	1	290.00	290.00
( Wst.Wtr.Op.Fund Wastewater Prof'l Services )					
Invoice Extension ---->					290.00
Vendor Total ----->					290.00

\*\*\* VENDOR.: AMA02 (AMAZON BUSINESS)

P.O. BOX 035184

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
37QG9L3LV	BATTERY CASE FOR I PHONE 8	11-20	11/06/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	BATTERY CASE FOR I PHONE 8	01 4200 1550	1	35.62	35.62
( General Fund Police Op Supp/Expense )					
Invoice Extension ---->					35.62

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
CWX3CGGRD	AUTOMOTIVE JUMP-N-CARRYJNC660 1700 PEAK AMP 12VOLT	11-20	11/08/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	AUTOMOTIVE JUMP-N-CARRYJNC660 1700 PEAK AMP 12VOLT	01 4220 1400	1	132.29	132.29
( General Fund Fire Equipment Maint )					
Invoice Extension ---->					132.29

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
GHY3JYM33	HP 62 INK CARTRIDGE	11-20	11/05/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	HP 62 INK CARTRIDGE	01 4105 1200	1	32.27	32.27
( General Fund Administration Off Suppl/Postg )					
Invoice Extension ---->					32.27

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
RF76X9PT4	LIFTMASTER 85LM POWER ADAPTER	11-20	11/07/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	LIFTMASTER 85LM POWER ADAPTER	01 4220 1400	1	35.04	35.04
( General Fund Fire Equipment Maint )					
0002	LIFTMASTER 85LM POWER ADAPTER	01 4200 1550	1	35.04	35.04
( General Fund Police Op Supp/Expense )					
Invoice Extension ---->					70.08

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
XV1WGL3TT	FULLY INVOLVED LEADERSHIP FROM FIREFIGHTER 2 CHIEF	11-20	10/20/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	FULLY INVOLVED LEADERSHIP FROM FIREFIGHTER 2 CHIEF	01 4220 1550	1	113.33	113.33
( General Fund Fire Op Supp/Expense )					
Invoice Extension ---->					113.33
Vendor Total ----->					383.59

AUS WEST LOCKBOX \*\*\* VENDOR.: ARA01 (ARAMARK UNIFORM SERVICES)

P.O. BOX 101179

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000001926	WET AND DUST MOPS,MATS (PARK & REC)	11-20	09/22/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount

AUS WEST LOCKBOX  
 P.O. BOX 101179  
 INVOICE-TYPE DESCRIPTION  
 \*\*\*\*\*  
 \*\*\* VENDOR.: ARA01 (ARAMARK UNIFORM SERVICES)

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	Amount
0001	WET AND DUST MOPS,MATS (PARK & REC)					
					01 4145 2150	47.66
				( General Fund Building Mtce Prof'l Services )		
				Invoice Extension ---->		47.66

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	Amount
0000C1930	UNIFORMS (WATER)	11-20	09/22/20 N N N	A-NET30 FROM INVOICE	2010	
0001	UNIFORMS (WATER)				10 4420 2150	20.00
				( Wtr. Oper. Fund Water Operating Prof'l Services )		
0002	UNIFORMS (WATER)				01 4145 2150	.41
				( General Fund Building Mtce Prof'l Services )		
0003	UNIFORMS (WATER)				01 4300 2150	.43
				( General Fund Parks & Rec Prof'l Services )		
0004	UNIFORMS (WATER)				12 4425 2150	2.54
				( Wst.Wtr.Op.Fund Wastewater Prof'l Services )		
0005	UNIFORMS (WATER)				71 4454 2150	2.54
				( MEASURE A MEASURE A Prof'l Services )		
				Invoice Extension ---->		25.92

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	Amount
000001934	TOWELS, UNIFORMS, SOAP (WWTP)	11-20	09/22/20 N N N	A-NET30 FROM INVOICE	2010	
0001	TOWELS, UNIFORMS, SOAP (WWTP)				12 4425 2150	51.07
				( Wst.Wtr.Op.Fund Wastewater Prof'l Services )		
				Invoice Extension ---->		51.07

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	Amount
0000G1940	UNIFORMS (STREET)	11-20	09/22/20 N N N	A-NET30 FROM INVOICE	2010	
0001	UNIFORMS (STREET)				01 4145 2150	.88
				( General Fund Building Mtce Prof'l Services )		
0002	UNIFORMS (STREET)				01 4300 2150	.88
				( General Fund Parks & Rec Prof'l Services )		
0003	UNIFORMS (STREET)				71 4454 2150	7.03
				( MEASURE A MEASURE A Prof'l Services )		
				Invoice Extension ---->		8.79

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	Amount
000011917	WET AND DUST MOPS,MATS	11-20	10/06/20 N N N	A-NET30 FROM INVOICE	2010	
0001	WET AND DUST MOPS,MATS				01 4145 2150	47.66
				( General Fund Building Mtce Prof'l Services )		
				Invoice Extension ---->		47.66

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	Amount
000011931	UNIFORMS (STREETS)	11-20	10/06/20 N N N	A-NET30 FROM INVOICE	2010	
0001	UNIFORMS (STREETS)				01 4145 2150	.88
				( General Fund Building Mtce Prof'l Services )		
0002	UNIFORMS (STREETS)				01 4300 2150	.88
				( General Fund Parks & Rec Prof'l Services )		
0003	UNIFORMS (STREETS)				71 4454 2150	7.03
				( MEASURE A MEASURE A Prof'l Services )		
				Invoice Extension ---->		8.79

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	Amount
000027739	WET AND DUST MOPS, MATS	11-20	10/27/20 N N N	A-NET30 FROM INVOICE	2010	
0001	WET AND DUST MOPS, MATS				01 4145 2150	47.66
				( General Fund Building Mtce Prof'l Services )		





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 INVOICE-TYPE DESCRIPTION  
 \*\*\* VENDOR.: ARA01 (ARAMARK UNIFORM SERVICES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000027743 UNIFORMS (WATER)	11-20	10/27/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORMS (WATER)	10 4420 2150	1	21.07	21.07
0002 UNIFORMS (WATER)	( Wtr. Oper. Fund Water Operating Prof'l Services )	01 4145 2150	1	.54
0003 UNIFORMS (WATER)	( General Fund Building Mtce Prof'l Services )	01 4300 2150	1	.54
0004 UNIFORMS (WATER)	( General Fund Parks & Rec Prof'l Services )	12 4425 2150	1	3.20
0005 UNIFORMS (WATER)	( Wst.Wtr.Op.Fund Wastewater Prof'l Services )	71 4454 2150	1	3.20
	( MEASURE A MEASURE A Prof'l Services )			
	Invoice Extension ---->			28.55

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000027746 UNIFORMS (WWTP)	11-20	10/27/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORMS (WWTP)	12 4425 2150	1	26.46	26.46
	( Wst.Wtr.Op.Fund Wastewater Prof'l Services )			
	Invoice Extension ---->			26.46

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000027749 UNIFORMS (STREETS)	11-20	10/27/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORMS (STREETS)	01 4145 2150	1	.88	.88
0002 UNIFORMS (STREETS)	( General Fund Building Mtce Prof'l Services )	01 4300 2150	1	.88
0003 UNIFORMS (STREETS)	( General Fund Parks & Rec Prof'l Services )	71 4454 2150	1	7.03
	( MEASURE A MEASURE A Prof'l Services )			
	Invoice Extension ---->			8.79

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000033143 UNIFORMS (WATER)	11-20	11/03/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORMS (WATER)	10 4420 2150	1	21.07	21.07
0002 UNIFORMS (WATER)	( Wtr. Oper. Fund Water Operating Prof'l Services )	01 4145 2150	1	.54
0003 UNIFORMS (WATER)	( General Fund Building Mtce Prof'l Services )	01 4300 2150	1	.54
0004 UNIFORMS (WATER)	( General Fund Parks & Rec Prof'l Services )	12 4425 2150	1	3.20
0005 UNIFORMS (WATER)	( Wst.Wtr.Op.Fund Wastewater Prof'l Services )	71 4454 2150	1	3.20
	( MEASURE A MEASURE A Prof'l Services )			
	Invoice Extension ---->			28.55

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000038384 MAT,DUST AND WET MOPS (PARK & REC)	11-20	11/10/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 MAT,DUST AND WET MOPS (PARK & REC)	01 4145 2150	1	47.66	47.66
	( General Fund Building Mtce Prof'l Services )			
	Invoice Extension ---->			47.66

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000038394 UNIFORMS (WATER)	11-20	11/10/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORMS (WATER)	10 4420 2150	1	15.82	15.82
0002 UNIFORMS (WATER)	( Wtr. Oper. Fund Water Operating Prof'l Services )	01 4145 2150	1	.54
0003 UNIFORMS (WATER)	( General Fund Building Mtce Prof'l Services )	01 4300 2150	1	.54
0004 UNIFORMS (WATER)	( General Fund Parks & Rec Prof'l Services )	12 4425 2150	1	3.20
	( Wst.Wtr.Op.Fund Wastewater Prof'l Services )			

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 INVOICE-TYPE DESCRIPTION

\*\*\* VENDOR.: ARA01 (ARAMARK UNIFORM SERVICES)

PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0005	UNIFORMS (WATER)	71 4454 2150	1	3.20	3.20
		( MEASURE A MEASURE A Prof'l Services )			
		Invoice Extension ---->			23.30

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

000038397	UNIFORMS (WWTP)	11-20 11/10/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	UNIFORMS (WWTP)	12 4425 2150	1	23.56	23.56
		( Wst.Wtr.Op.Fund Wastewater Prof'l Services )			
		Invoice Extension ---->			23.56

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

000038402	UNIFORM (STREETS)	11-20 11/10/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	UNIFORM (STREETS)	01 4145 2150	1	.88	.88
		( General Fund Building Mtce Prof'l Services )			
0002	UNIFORM (STREETS)	01 4300 2150	1	.88	.88
		( General Fund Parks & Rec Prof'l Services )			
0003	UNIFORM (STREETS)	71 4454 2150	1	7.03	7.03
		( MEASURE A MEASURE A Prof'l Services )			
		Invoice Extension ---->			8.79

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

000043754	WET AND DUST MOPS,MATS	11-20 11/17/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	WET AND DUST MOPS,MATS	01 4145 2150	1	47.66	47.66
		( General Fund Building Mtce Prof'l Services )			
		Invoice Extension ---->			47.66

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

000043769	UNIFORMS	11-20 11/17/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	UNIFORMS	10 4420 2150	1	21.07	21.07
		( Wtr. Oper. Fund Water Operating Prof'l Services )			
0002	UNIFORMS	01 4145 2150	1	.54	.54
		( General Fund Building Mtce Prof'l Services )			
0003	UNIFORMS	01 4300 2150	1	.54	.54
		( General Fund Parks & Rec Prof'l Services )			
0004	UNIFORMS	12 4425 2150	1	3.20	3.20
		( Wst.Wtr.Op.Fund Wastewater Prof'l Services )			
0005	UNIFORMS	71 4454 2150	1	3.20	3.20
		( MEASURE A MEASURE A Prof'l Services )			
		Invoice Extension ---->			28.55

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

000043779	UNIFORMS	11-20 11/17/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	UNIFORMS	12 4425 2150	1	23.56	23.56
		( Wst.Wtr.Op.Fund Wastewater Prof'l Services )			
		Invoice Extension ---->			23.56

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

000043786	UNIFORMS	11-20 11/17/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	UNIFORMS	01 4145 2150	1	.88	.88
		( General Fund Building Mtce Prof'l Services )			
0002	UNIFORMS	01 4300 2150	1	.88	.88
		( General Fund Parks & Rec Prof'l Services )			
0003	UNIFORMS	71 4454 2150	1	7.03	7.03
		( MEASURE A MEASURE A Prof'l Services )			



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 INVOICE-TYPE DESCRIPTION  
 \*\*\*\*\*  
 \*\*\* VENDOR : ARA01 (ARAMARK UNIFORM SERVICES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
535396692 WET AND DUST MOP,MAT (PARK & REC)	11-20	09/15/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 WET AND DUST MOP,MAT (PARK & REC)		01 4145 2150	1 47.66	47.66
		( General Fund Building Mtce Prof Services )		
			Invoice Extension ---->	47.66

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
535396693 UNIFORMS (WATER)	11-20	09/15/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 UNIFORMS (WATER)		10 4420 2150	1 20.00	20.00
		[ Wtr. Oper. Fund Water Operating Prof Services ]		
0002 UNIFORMS (WATER)		01 4145 2150	1 .41	.41
		( General Fund Building Mtce Prof Services )		
0003 UNIFORMS (WATER)		01 4300 2150	1 .43	.43
		( General Fund Parks & Rec Prof Services )		
0004 UNIFORMS (WATER)		12 4425 2150	1 2.54	2.54
		( Wst.Wtr.Op.Fund Wastewater Prof Services )		
0005 UNIFORMS (WATER)		71 4454 2150	1 2.54	2.54
		( MEASURE A MEASURE A Prof Services )		
			Invoice Extension ---->	25.92

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
535396694 MATS,SOAP,TOWELS,UNIFORMS (WWTP)	11-20	09/15/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 MATS,SOAP,TOWELS,UNIFORMS (WWTP)		12 4425 2150	1 51.07	51.07
		( Wst.Wtr.Op.Fund Wastewater Prof Services )		
			Invoice Extension ---->	51.07

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
535396695 UNIFORM (STREET)	11-20	09/15/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 UNIFORM (STREET)		01 4145 2150	1 .88	.88
		( General Fund Building Mtce Prof Services )		
0002 UNIFORM (STREET)		01 4300 2150	1 .88	.88
		( General Fund Parks & Rec Prof Services )		
0003 UNIFORM (STREET)		71 4454 2150	1 7.03	7.03
		( MEASURE A MEASURE A Prof Services )		
			Invoice Extension ---->	8.79
			Vendor Total ----->	675.21

P.O. BOX 3092  
 \*\*\*\*\*  
 \*\*\* VENDOR : AUT01 (AUTOSYS, INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2718 I.T. PROGRAMMING WORK INVESTIGATE HUBER SCREEN	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 I.T. PROGRAMMING WORK INVESTIGATE HUBER SCREEN		12 4425 2150	1 435.00	435.00
		( Wst.Wtr.Op.Fund Wastewater Prof Services )		
			Invoice Extension ---->	435.00
			Vendor Total ----->	435.00

\*\*\*\*\*  
 \*\*\* VENDOR.: BOD02 (TODD BODEM)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
110920 MONTHLY REIMBURSEMENT FOR CELL PHONE	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount

\*\*\* VENDOR.: BOD02 (TODD BODEM)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description				
0001 MONTHLY REIMBURSEMENT FOR CELL PHONE	01	4105 1300	1 50.00	50.00
		( General Fund Administration Bus Exp/Train )		
			Invoice Extension ---->	50.00
			Vendor Total ----->	50.00

1301 DOKER DRIVE \*\*\* VENDOR.: BUR04 (BURTON'S FIRE, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
S50713 REAR CASING MECH SEAL KIT	11-20	11/06/20 N N N	A-NET30 FROM INVOICE	2010
Line Description				
0001 REAR CASING MECH SEAL KIT	01	4220 1400	1 464.43	464.43
		( General Fund Fire Equipment Maint )		
			Invoice Extension ---->	464.43
			Vendor Total ----->	464.43

1480 W. STOWELL RD. \*\*\* VENDOR.: CAL03 (CAL COAST IRRIGATION, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
011595236 GALV NIPPLE, CROSS, NUTS PLATED, AD 300, GALV BUSHING	11-20	11/16/20 N N N	A-NET30 FROM INVOICE	2010
Line Description				
0001 GALV NIPPLE, CROSS, NUTS PLATED, AD 300, GALV BUSHING	89	4444 3081	1 424.21	424.21
		( CIP CIP 089-501 )		
			Invoice Extension ---->	424.21
			Vendor Total ----->	424.21

1050 SOUTHWOOD DRIVE \*\*\* VENDOR.: CAN03 (CANNON CORPORATION)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
74373 GUADALUPE COMMUNITY CENTER & LEROY PK RENOVATION	11-20	11/06/20 N N N	A-NET30 FROM INVOICE	2010
Line Description				
0001 GUADALUPE COMMUNITY CENTER & LEROY PK RENOVATION	89	4444 3051	1 13044.00	13044.00
		( CIP CIP 089-201 )		
			Invoice Extension ---->	13044.00
			Vendor Total ----->	13044.00

P.O. BOX 1176 \*\*\* VENDOR.: CAR02 (CARR'S BOOTS INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
9980 STEEL TOE BOOTS (MIKE)	11-20	11/18/20 N N N	A-NET30 FROM INVOICE	2010
Line Description				
0001 STEEL TOE BOOTS (MIKE)	01	4145 0450	1 26.80	26.80
		( General Fund Building Mtce Other Benefits )		
0002 STEEL TOE BOOTS (MIKE)	01	4300 0450	1 26.80	26.80
		( General Fund Parks & Rec Other Benefits )		
0003 STEEL TOE BOOTS (MIKE)	10	4420 0450	1 26.80	26.80
		( Wtr. Oper. Fund Water Operating Other Benefits )		
0004 STEEL TOE BOOTS (MIKE)	12	4425 0450	1 26.81	26.81
		( Wst. Wtr. Op. Fund Wastewater Other Benefits )		
0005 STEEL TOE BOOTS (MIKE)	71	4454 0450	1 26.81	26.81
		( MEASURE A MEASURE A Other Benefits )		
			Invoice Extension ---->	134.02

P.O. BOX 1176

\*\*\* VENDOR.: CAR02 (CARR'S BOOTS INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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Vendor Total -----> 134.02  
 =====

P.O. BOX 790408

\*\*\* VENDOR.: CAR09 (CARDMEMBER SERVICE)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
1346 CODE COMPLIANCE APPLICANTS-LODGING	11-20	10/04/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	CODE COMPLIANCE APPLICANTS-LODGING	01 4200 1300	1	259.18	259.18
					( General Fund Police Bus Exp/Train )
					Invoice Extension ----> 259.18

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
1587 DREAMHOST UPDATING WEBSITE	11-20	10/17/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	DREAMHOST UPDATING WEBSITE	01 4140 2150	1	10.95	10.95
					( General Fund Non-Departmentl Profl Services )
					Invoice Extension ----> 10.95

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2440 4 CHANNEL VHF HANDHELD WIRELESS MICROPHONE SYSTEM	11-20	10/30/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	4 CHANNEL VHF HANDHELD WIRELESS MICROPHONE SYSTEM	01 4145 1550	1	291.59	291.59
					( General Fund Building Mtce Op Supp/Expense )
					Invoice Extension ----> 291.59

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2898 2 PORTABLE AC	11-20	10/16/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	2 PORTABLE AC	01 4200 1550	1	280.80	280.80
					( General Fund Police Op Supp/Expense )
0002	2 PORTABLE AC	01 4220 1550	1	280.80	280.80
					( General Fund Fire Op Supp/Expense )
					Invoice Extension ----> 561.60

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
4419 MASK	11-20	10/14/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	MASK	01 4200 1550	1	42.12	42.12
					( General Fund Police Op Supp/Expense )
					Invoice Extension ----> 42.12

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
5297 PD MICROPHONE	11-20	10/02/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	PD MICROPHONE	01 4200 1550	1	26.81	26.81
					( General Fund Police Op Supp/Expense )
					Invoice Extension ----> 26.81

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6125 CL LIGHT,INV GLASS	11-20	10/30/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	CL LIGHT,INV GLASS	01 4200 1550	1	70.35	70.35
					( General Fund Police Op Supp/Expense )
					Invoice Extension ----> 70.35

P.O. BOX 790408

\*\*\* VENDOR.: CAR03 (CARDMEMBER SERVICE)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
				Vendor Total -----> 1262.60 =====

255 INDUSTRIAL WAY

\*\*\* VENDOR.: CCW01 (CENTRAL COAST WATER AUTH.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
#2 DWR 12/01/20 FIXED ASSESSMENTS FOR FY 2020/2021	11-20	11/02/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 FY 2020/2021 FIXED COAST (WATER)	10 4420 1553		1	301662.70	301662.70
				( Wtr. Oper. Fund Water Operating State Water Pro )	
				Invoice Extension ----> 301662.70	
				Vendor Total -----> 301662.70 =====	

2169 LAKE MARIE DR

\*\*\* VENDOR.: CER01 (ARMANDO CERRILLO)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
111920 FRENCE FOR PARKING LOT	11-20	10/20/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 FRENCE FOR PARKING LOT	76 4320 3200		1	8618.45	8618.45
				( Cap Fac Fund Pub. Facilities Equipment )	
				Invoice Extension ----> 8618.45	
				Vendor Total -----> 8618.45 =====	

P.O. BOX 7173

\*\*\* VENDOR.: CHA03 (CHARTER COMMUNICATIONS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
111020 CABLE TV	11-20	10/30/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 CABLE TV	01 4145 1000		1	173.33	173.33
				( General Fund Building Mtce Utilities )	
				Invoice Extension ----> 173.33	
				Vendor Total -----> 173.33 =====	

110 E. COOK STREET

\*\*\* VENDOR.: CIT12 (CITY OF SANTA MARIA)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
111820 HAZARDOUS MATERIAL	11-20	10/30/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 HAZARDOUS MATERIAL	71 4454 2150		1	30.00	30.00
				( MEASURE A MEASURE A Profl Services )	
				Invoice Extension ----> 30.00	
				Vendor Total -----> 30.00 =====	

867 GUADALUPE ST

\*\*\* VENDOR.: CLA02 (CLAY'S SEPTIC & JETTING, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
069430 PUMPED FROM PONDS,CLEANING SLUDGE FROM PONDS	11-20	11/07/20 N N N	A-NET30 FROM INVOICE	2010



867 GUADALUPE ST \*\*\* VENDOR.: CLA02 (CLAY'S SEPTIC & JETTING, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description			G/L Account No Unit(s) Unit Cost Amount	
0001 PUMPED FROM PONDS,CLEANING SLUDGE FROM PONDS	89	4444 3088	1 3494.48	3494.48
		( CIP CIP Aeration Basin )		
		Invoice Extension ---->		3494.48

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
069431 PUMPED FROM PONDS CLEANING SLUDGE FROM PONDS	11-20	11/08/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost Amount	
0001 PUMPED FROM PONDS CLEANING SLUDGE FROM PONDS	89	4444 3088	1 6988.96	6988.96
		( CIP CIP Aeration Basin )		
		Invoice Extension ---->		6988.96
		Vendor Total ----->		10483.44
				=====

P.O. BOX 329 \*\*\* VENDOR.: CLI01 (CLIN.LAB-SAN BERNADINO INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
977643 WATER SAMPLES	11-20	11/17/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost Amount	
0001 WATER SAMPLES	10	4420 2150	1 267.00	267.00
		( Wtr. Oper. Fund Water Operating Profl Services )		
		Invoice Extension ---->		267.00
		Vendor Total ----->		267.00
				=====

P.O BOX 674173 \*\*\* VENDOR.: COR02 (BBVA COMPASS BANK)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
626613 CATHODIC PROTECTION-MATERIALS-HANDHOLE COVERS	11-20	11/17/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost Amount	
0001 GASKETS AND WASHER GASKETS	10	4420 1450	1 1604.76	1604.76
		( Wtr. Oper. Fund Water Operating Facilities Main )		
		Invoice Extension ---->		1604.76
		Vendor Total ----->		1604.76
				=====

966 HUBER ST \*\*\* VENDOR.: CUL01 (CULLIGAN/CENTRAL COAST WATER)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
65663 STRONGBASE 9' TANK RENTAL FOR 11/2020	11-20	10/31/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost Amount	
0001 STRONGBASE 9' TANK RENTAL FOR 11/2020	01	4200 1550	1 35.00	35.00
		( General Fund Police Op Supp/Expense )		
		Invoice Extension ---->		35.00
		Vendor Total ----->		35.00
				=====

P.O. BOX 41602 \*\*\* VENDOR.: DEL03 (DE LAGE LANDEN FINANCIAL SERVICES, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
70169252 COPY MACHINE LEASES	11-20	11/07/20 N N N	A-NET30 FROM INVOICE	2010

P.O. BOX 41602

\*\*\* VENDOR.: DEL03 (DE LAGE LANDEN FINANCIAL SERVICES, INC.)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
Line	Description				G/L Account No	Amount
0001	COPY MACHINE LEASES				01 4140 4150 ( General Fund Non-Department1 Lease-Purchase )	492.13
				Unit(s)'	Unit Cost	
				1	492.13	492.13
				Invoice Extension ---->		492.13
				Vendor Total ----->		492.13

ACCOUNT SERVICES  
 P.O. BOX 944255

\*\*\* VENDOR.: DEP09 (DEPARTMENT OF JUSTICE)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
478674	FINGERPRINT APPS, FBI, RECORD REVIEW-BILLED	11-20	11/03/20	N N N	A-NET30 FROM INVOICE	2010
Line	Description				G/L Account No	Amount
0001	FINGERPRINT APPS, FBI, RECORD REVIEW-BILLED				01 4200 2350 ( General Fund Police Svcs.Other Agen )	234.00
				Unit(s)	Unit Cost	
				1	234.00	234.00
				Invoice Extension ---->		234.00

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
480564	BLOOD ALCOHOL ANALYSIS	11-20	11/04/20	N N N	A-NET30 FROM INVOICE	2010
Line	Description				G/L Account No	Amount
0001	BLOOD ALCOHOL ANALYSIS				01 4200 2350 ( General Fund Police Svcs.Other Agen )	35.00
				Unit(s)	Unit Cost	
				1	35.00	35.00
				Invoice Extension ---->		35.00
				Vendor Total ----->		269.00

745 W. BETTERAVIA ROAD  
 P.O. BOX 5020

\*\*\* VENDOR.: ENG02 (ENGEL & GRAY, INC.)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
OAX00004	FUEL SURCHARGE WASTE HANDLING-BIO SOLIDS	11-20	10/31/20	N N N	A-NET30 FROM INVOICE	2010
Line	Description				G/L Account No	Amount
0001	FUEL SURCHARGE WASTE HANDLING-BIO SOLIDS				12 4425 2150 ( Wst.Wtr.Op.Fund Wastewater Profl Services )	7913.14
				Unit(s)	Unit Cost	
				1	7913.14	7913.14
				Invoice Extension ---->		7913.14
				Vendor Total ----->		7913.14

154 BAYSHORE DRIVE

\*\*\* VENDOR.: EST04 (LAURIE SUZANNE ESTES)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
#1	PROFESSIONAL SERVICES	11-20	10/19/20	N N N	A-NET30 FROM INVOICE	2010
Line	Description				G/L Account No	Amount
0001	PROFESSIONAL SERVICES				01 4200 2150 ( General Fund Police Profl Services )	225.00
				Unit(s)	Unit Cost	
				1	225.00	225.00
				Invoice Extension ---->		225.00
				Vendor Total ----->		225.00

DEPT 43401  
 P.O. BOX 67000

\*\*\* VENDOR.: FOR03 (FORD MOTOR CREDIT COMPANY LLC)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
1768294	2016 FORD F-350 TRUCK-FIRE DEPT	11-20	10/31/20	N N N	A-NET30 FROM INVOICE	2010

DEPT 43401  
 P.O. BOX 57000  
 INVOICE-TYPE DESCRIPTION  
 \*\*\* VENDOR.: FORD3 (FORD MOTOR CREDIT COMPANY LLC)

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
0001	2016 FORD F-350 TRUCK-FIRE DEPT				
					G/L Account No
					Unit(s)
					Unit Cost
					Amount
					76 4320 3200
					( Cap Fac Fund Pub. Facilities Equipment )
					1 3417.29
					3417.29
					Invoice Extension ---->
					3417.29
					Vendor Total ----->
					3417.29
					*****

P.O BOX 740407  
 \*\*\* VENDOR.: FRO01 (FRONTIER COMMUNICATIONS)

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
111220	COMMUNICATION (805-343-0362-071975-5)	11-20	11/04/20	N N N	A-NET30 FROM INVOICE
					2010
					G/L Account No
					Unit(s)
					Unit Cost
					Amount
0001	COMMUNICATION				01 4220 1150
					( General Fund Fire Communications )
					1 74.39
					74.39
0002	COMMUNICATION				01 4105 1150
					( General Fund Administration Communications )
					1 148.78
					148.78
0003	COMMUNICATION				01 4120 1150
					( General Fund Finance Communications )
					1 148.78
					148.78
0004	COMMUNICATION				01 4200 1150
					( General Fund Police Communications )
					1 223.16
					223.16
0005	COMMUNICATION				01 4105 1150
					( General Fund Administration Communications )
					1 74.39
					74.39
0006	COMMUNICATION				01 4405 1150
					( General Fund Bldg and Safety Communications )
					1 74.39
					74.39
					Invoice Extension ---->
					743.89

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
111720	COMMUNICATION# 805 343-5713	11-20	11/07/20	N N N	A-NET30 FROM INVOICE
					2010
					G/L Account No
					Unit(s)
					Unit Cost
					Amount
0001	COMMUNICATION# 805 343-5713				10 4420 1150
					( Wtr. Oper. Fund Water Operating Communications )
					1 82.54
					82.54
					Invoice Extension ---->
					82.54

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
111220A	COMMUNICATION-805-343-1451-071975-5	11-20	11/01/20	N N N	A-NET30 FROM INVOICE
					2010
					G/L Account No
					Unit(s)
					Unit Cost
					Amount
0001	COMMUNICATION-805-343-1451-071975-5				12 4425 1150
					( Wst.Wtr.Op.Fund Wastewater Communications )
					1 124.77
					124.77
					Invoice Extension ---->
					124.77

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
111220B	COMMUNICATION (805-343-5512-041588-5)	11-20	11/04/20	N N N	A-NET30 FROM INVOICE
					2010
					G/L Account No
					Unit(s)
					Unit Cost
					Amount
0001	COMMUNICATION (805-343-5512-041588-5)				01 4105 1150
					( General Fund Administration Communications )
					1 95.36
					95.36
					Invoice Extension ---->
					95.36
					Vendor Total ----->
					1046.56
					*****

P.O. BOX 337  
 \*\*\* VENDOR.: GUA02 (GUADALUPE HARDWARE COMPANY INC.)

Line	Description	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
16880	PREMIER/ZPRO 5 GAL BUCKET,FRAME 85014-POLE FIBR 48	11-20	10/28/20	N N N	A-NET30 FROM INVOICE
					2010
					G/L Account No
					Unit(s)
					Unit Cost
					Amount
0001	PREMIER/ZPRO 5 GAL BUCKET,FRAME 85014-POLE FIBR 48				71 4454 1550
					( MEASURE A MEASURE A Op Supp/Expense )
					1 56.07
					56.07
					Invoice Extension ---->
					56.07

\*\*\* VENDOR.: GUA02 (GUADALUPE HARDWARE COMPANY INC.)

P.O. BOX 337

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17178	FIB SCREEN,GORILLA TAPE,SCISSORS	11-20	10/30/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	FIB SCREEN,GORILLA TAPE,SCISSORS	71 4454 1550	1	38.79	38.79
( MEASURE A MEASURE A Op Supp/Expense )					
Invoice Extension ---->					38.79

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17501	CONTAINER REFUSE BRUTE 10 GAL	11-20	11/02/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	CONTAINER REFUSE BRUTE 10 GAL	71 4454 1550	1	44.69	44.69
( MEASURE A MEASURE A Op Supp/Expense )					
Invoice Extension ---->					44.69

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17502	TRADESMAN RATCHET SET	11-20	11/02/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	TRADESMAN RATCHET SET	71 4454 1550	1	54.45	54.45
( MEASURE A MEASURE A Op Supp/Expense )					
Invoice Extension ---->					54.45

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17567	1210 GAS CAN ATO OFF 1GAL	11-20	11/03/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	1210 GAS CAN ATO OFF 1GAL	71 4454 1550	1	16.06	16.06
( MEASURE A MEASURE A Op Supp/Expense )					
Invoice Extension ---->					16.06

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17781	48-00-5027 SAWZALL BLD 12"	11-20	11/04/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	48-00-5027 SAWZALL BLD 12"	71 4454 1550	1	32.39	32.39
( MEASURE A MEASURE A Op Supp/Expense )					
Invoice Extension ---->					32.39

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18159	10-32 NYLON LOCK NUT,PAN HPIL M/S	11-20	11/07/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	10-32 NYLON LOCK NUT,PAN HPIL M/S	01 4220 1400	1	2.72	2.72
( General Fund Fire Equipment Maint )					
Invoice Extension ---->					2.72

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18165	GALV NIPPLE,PIPE THREAD SEAL,SHORT SS NIPPLE	11-20	11/07/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	GALV NIPPLE,PIPE THREAD SEAL,SHORT SS NIPPLE	01 4220 1400	1	29.00	29.00
( General Fund Fire Equipment Maint )					
Invoice Extension ---->					29.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18171-C	GALV NIPPLE NOT NEEDED	11-20	11/07/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	GALV NIPPLE NOT NEEDED	01 4220 1400	-1	9.05	-9.05
( General Fund Fire Equipment Maint )					
Invoice Extension ---->					-9.05

\*\*\* VENDOR.: GUA02 (GUADALUPE HARDWARE COMPANY INC.)

P.O. BOX 337

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18233	FATMAX CHISEL,DBOLT SGLCYL	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	FATMAX CHISEL,DBOLT SGLCYL	71 4454 1550	1	36.67	36.67
		( MEASURE A MEASURE A Op Supp/Expense )			
			Invoice Extension ---->		36.67

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18235	DOOR INSTALL KIT	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	DOOR INSTALL KIT	71 4454 1550	1	26.97	26.97
		( MEASURE A MEASURE A Op Supp/Expense )			
			Invoice Extension ---->		26.97

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18313	6900 DUCT TAPE	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	6900 DUCT TAPE	71 4454 1550	1	6.46	6.46
		( MEASURE A MEASURE A Op Supp/Expense )			
			Invoice Extension ---->		6.46

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18742	AA ALKALINE INDUSTRIAL B24	11-20	11/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	AA ALKALINE INDUSTRIAL B24	71 4454 1550	1	14.57	14.57
		( MEASURE A MEASURE A Op Supp/Expense )			
			Invoice Extension ---->		14.57

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18745	LG PACKOUT TOOL BOX	11-20	11/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	LG PACKOUT TOOL BOX	71 4454 1550	1	83.16	83.16
		( MEASURE A MEASURE A Op Supp/Expense )			
			Invoice Extension ---->		83.16

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18765	LARGE DIESEL AND ENGINE GLOVE	11-20	11/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	LARGE DIESEL AND ENGINE GLOVE	71 4454 1550	1	34.52	34.52
		( MEASURE A MEASURE A Op Supp/Expense )			
			Invoice Extension ---->		34.52

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18776	RUST DESTROYER	11-20	11/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	RUST DESTROYER	10 4420 1550	1	62.58	62.58
		( Wtr. Oper. Fund Water Operating Op Supp/Expense )			
			Invoice Extension ---->		62.58

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18786	MAX FILL	11-20	11/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	MAX FILL	01 4145 1550	1	12.84	12.84
		( General Fund Building Mtce Op Supp/Expense )			
			Invoice Extension ---->		12.84

\*\*\* VENDOR.: GUA02 (GUADALUPE HARDWARE COMPANY INC.)

P.O. BOX 337

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18794	3 HOG RINGS 100 BOX	11-20	11/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description		G/L Account No	Unit(s) Unit Cost	Amount
0001	3 HOG RINGS 100 BOX		10 4420 1550	1 5.07	5.07
			( Wtr. Oper. Fund Water Operating Op Supp/Expense )		
				Invoice Extension ---->	5.07

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
18995	PRIMER GLUE,CEMENT PVC,PVC CAP	11-20	11/16/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description		G/L Account No	Unit(s) Unit Cost	Amount
0001	PRIMER GLUE,CEMENT PVC,PVC CAP		01 4145 1550	1 17.30	17.30
			( General Fund Building Mtce Op Supp/Expense )		
				Invoice Extension ---->	17.30

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
19085	PREMIER/ZPRO WH NAT BRISTLE	11-20	11/16/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description		G/L Account No	Unit(s) Unit Cost	Amount
0001	PREMIER/ZPRO WH NAT BRISTLE		10 4420 1550	1 38.62	38.62
			( Wtr. Oper. Fund Water Operating Op Supp/Expense )		
				Invoice Extension ---->	38.62

Vendor Total -----> 603.88

\*\*\*\*\*

771 GUADALUPE STREET

\*\*\* VENDOR.: HAR05 (HARRY & KIMIKO MASATANI)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
110920	PROPERTY LEASE PAYMENT FOR BANDSHELL(11/2020)	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description		G/L Account No	Unit(s) Unit Cost	Amount
0001	PROPERTY LEASE PAYMENT FOR BANDSHELL(11/2020)		01 4300 2150	1 50.00	50.00
			( General Fund Parks & Rec Profl Services )		
				Invoice Extension ---->	50.00

Vendor Total -----> 50.00

\*\*\*\*\*

P.O. BOX 825

\*\*\* VENDOR.: HEN01 (EAGLE ENERGY, INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
180427	FUEL	11-20	11/15/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description		G/L Account No	Unit(s) Unit Cost	Amount
0001	FUEL		10 4420 1560	1 205.51	205.51
			( Wtr. Oper. Fund Water Operating Fuels/Lubricant )		
				Invoice Extension ---->	205.51

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
180428	FUEL	11-20	11/15/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description		G/L Account No	Unit(s) Unit Cost	Amount
0001	FUEL		12 4425 1560	1 258.40	258.40
			( Wst.Wtr.Op.Fund Wastewater Fuels/Lubricant )		
				Invoice Extension ---->	258.40

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
180429	FUEL	11-20	11/15/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description		G/L Account No	Unit(s) Unit Cost	Amount

P.O.BOX 825

\*\*\* VENDOR.: HEN01 (EAGLE ENERGY, INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description				G/L Account No Unit(s) Unit Cost Amount
0001 FUEL			( General Fund Building Mtce Fuels/Lubricant )	01 4145 1560 1 28.67 28.67
0002 FUEL			( General Fund Parks & Rec Fuels/Lubricant )	01 4300 1560 1 28.67 28.67
0003 FUEL			( Wtr. Oper. Fund Water Operating Fuels/Lubricant )	10 4420 1560 1 28.67 28.67
0004 FUEL			( Wst.Wtr.Op.Fund Wastewater Fuels/Lubricant )	12 4425 1560 1 28.67 28.67
0005 FUEL			( MEASURE A MEASURE A Fuels/Lubricant )	71 4454 1560 1 28.67 28.67
0006 FUEL			( MEASURE A MEASURE A Fuels/Lubricant )	71 4454 1560 1 95.09 95.09
Invoice Extension ---->				238.44

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
180446 FUEL	11-20	11/15/20	A-NET30 FROM INVOICE	2010
Line Description				G/L Account No Unit(s) Unit Cost Amount
0001 FUEL			( General Fund Police Fuels/Lubricant )	01 4200 1560 1 1019.19 1019.19
Invoice Extension ---->				1019.19
Vendor Total ----->				1721.54

DEPT 32-2502415643 \*\*\* VENDOR.: HOM02 (HOME DEPOT CREDIT SERVICES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
4014092 ROOF FELT,EYE BOLT,OAKRIDGE ESTATE GR,PRIME GRE	11-20	10/30/20	A-NET30 FROM INVOICE	2010
Line Description				G/L Account No Unit(s) Unit Cost Amount
0001 ROOF FELT,EYE BOLT,OAKRIDGE ESTATE GR,PRIME GRE			( Wtr. Oper. Fund Water Operating Op Supp/Expense )	10 4420 1550 1 562.99 562.99
Invoice Extension ---->				562.99

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
5262267 2LT REPLACEMENT LE,FAMOWOOD GLAZE COAT,SMS ZINC	11-20	11/01/20	A-NET30 FROM INVOICE	2010
Line Description				G/L Account No Unit(s) Unit Cost Amount
0001 2LT REPLACEMENT LE,FAMOWOOD GLAZE COAT,SMS ZINC			( General Fund Fire Equipment Maint )	01 4220 1400 1 427.83 427.83
Invoice Extension ---->				427.83

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6901798 FUEL-18-VOLT LIGHT	11-20	11/09/20	A-NET30 FROM INVOICE	2010
Line Description				G/L Account No Unit(s) Unit Cost Amount
0001 FUEL-18-VOLT LIGHT			( General Fund Fire Equipment Maint )	01 4220 1400 1 344.52 344.52
Invoice Extension ---->				344.52
Vendor Total ----->				1335.34

P.O. BOX 1450 \*\*\* VENDOR.: IMP01 (IMPULSE INTERNET SERVICES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
52003 COMMUNICATION FOR ALL DEPT.	11-20	11/10/20	A-NET30 FROM INVOICE	2010
Line Description				G/L Account No Unit(s) Unit Cost Amount
0001 COMMUNICATION FOR ALL DEPT.			( General Fund Bldg and Safety Communications )	01 4405 1150 1 135.35 135.35
0002 COMMUNICATION FOR ALL DEPT.			( Wst.Wtr.Op.Fund Wastewater Communications )	12 4425 1150 1 135.35 135.35

P.O. BOX 1450

\*\*\* VENDOR.: IMP01 (IMPULSE INTERNET SERVICES)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description				
0003	COMMUNICATION FOR ALL DEPT.				
		01	4200 1150	1	135.35
			( General Fund Police Communications )		
0004	COMMUNICATION FOR ALL DEPT.				
		01	4120 1150	1	135.35
			( General Fund Finance Communications )		
0005	COMMUNICATION FOR ALL DEPT.				
		01	4220 1150	1	135.35
			( General Fund Fire Communications )		
0006	COMMUNICATION FOR ALL DEPT.				
		01	4105 1150	1	135.35
			( General Fund Administration Communications )		
0007	COMMUNICATION FOR ALL DEPT.				
		10	4420 1150	1	135.35
			( Wtr. Oper. Fund Water Operating Communications )		
0008	COMMUNICATION FOR ALL DEPT.				
		01	4300 1150	1	135.35
			( General Fund Parks & Rec Communications )		
0009	COMMUNICATION FOR ALL DEPT.				
		10	4420 1150	1	24.08
			( Wtr. Oper. Fund Water Operating Communications )		
0010	COMMUNICATION FOR ALL DEPT.				
		71	4454 1150	1	96.24
			( MEASURE A MEASURE A Communications )		
			Invoice Extension ---->		1203.12
			Vendor Total ----->		1203.12

355 PACIFIC ST

\*\*\* VENDOR.: ITE01 (ITECH SOLUTIONS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
7777	MONTHLY I T SERVICES FOR 11/2020	11-20	11/15/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description				
0001	MONTHLY I T SERVICES FOR 11/2020				
		01	4140 2151	1	6208.50
			( General Fund Non-Departmentl IT Services )		
			Invoice Extension ---->		6208.50
			Vendor Total ----->		6208.50

MIRA GONZALEZ  
 P.O. BOX 9013

\*\*\* VENDOR.: J&E01 (J&E CLEANING)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
41104	CLEANING SERVICES FOR 05/2020	11-20	05/31/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description				
0001	CLEANING SERVICES FOR 05/2020				
		01	4145 2150	1	1050.00
			( General Fund Building Mtce Prof'l Services )		
0002	CLEANING SERVICES FOR 05/2020				
		12	4425 2150	1	110.00
			( Wst. Wtr. Op. Fund Wastewater Prof'l Services )		
0003	CLEANING SERVICES FOR 05/2020				
		01	4200 2999	1	780.00
			( General Fund Police COVID19 )		
0004	CLEANING SERVICES FOR 05/2020				
		01	4220 2999	1	780.00
			( General Fund Fire COVID19 )		
			Invoice Extension ---->		2720.00
			Vendor Total ----->		2720.00

\*\*\* VENDOR.: JUL01 (ARISTON JULIAN)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
110920	PURCHASE CANOPY 4 SENIOR CENTER-FOOD DISTRIBUTION	11-20	10/22/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description				
0001	PURCHASE CANOPY 4 SENIOR CENTER-FOOD DISTRIBUTION				
		01	4145 2999	1	179.44
			( General Fund Building Mtce COVID19 )		
			Invoice Extension ---->		179.44
			Vendor Total ----->		179.44



P.O. BOX 153

\*\*\* VENDOR.: NOL01 (NO LIMIT TIRE INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
30754	4 TIRES FOR DODGE RAM (WATER DEPT)	11-20	10/21/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	4 TIRES FOR DODGE RAM (WATER DEPT)	10 4420 1460	1	749.72	749.72
( Wtr. Oper. Fund Water Operating Vehicle Maintnc )					
Invoice Extension ---->					749.72
Vendor Total ----->					749.72

P.O. BOX 1604

\*\*\* VENDOR.: NUN01 (MICHAEL K. NUNLEY & ASSOCIATES, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
8293	GUADALUPE LIFT STATIONS & TRUNK MAIN	11-20	11/02/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	GUADALUPE LIFT STATIONS & TRUNK MAIN	12 4425 2150	1	2007.50	2007.50
( Wst.Wtr.Op.Fund Wastewater Profl Services )					
Invoice Extension ---->					2007.50
Vendor Total ----->					2007.50

P.O. BOX 997300

\*\*\* VENDOR.: PAC01 (PACIFIC GAS & ELECTRIC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
110920	4545 10TH ST	11-20	10/30/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	4545 10TH ST	01 4145 1000	1	69.56	69.56
( General Fund Building Mtce Utilities )					
Invoice Extension ---->					69.56
Vendor Total ----->					69.56

3485 SACRAMENTO DRIVE, SUITE A

\*\*\* VENDOR.: PAV01 (PAVEMENT ENGINEERING INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
20010-083	QUALITY ASSURANCE SUPPORT SERVICE	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	SERVICE FOR THE 2020 SLURRY SEAL PROJECT-10/31/20	89 4444 3062	1	10117.50	10117.50
( CIP CIP 089-302 )					
Invoice Extension ---->					10117.50
Vendor Total ----->					10117.50

ROBERT COBB  
 414 S. WESTERN

\*\*\* VENDOR.: PER02 (PERRY'S ELECTRIC MOTORS INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
24683	SPARE BELT FOR BLOWERS	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	SPARE BELT FOR BLOWERS	12 4425 1550	1	587.25	587.25
( Wst.Wtr.Op.Fund Wastewater Op Supp/Expense )					
Invoice Extension ---->					587.25
Vendor Total ----->					587.25

P.O. BOX 1029

\*\*\* VENDOR.: QUI08 (QUINCON INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
111820	LEROY PARK & COMMUNITY CENTER REHAB PROJECT.	11-20	11/17/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	LEROY PARK & COMMUNITY CENTER REHAB PROJECT.	89	4444 3051	1	148680.70	148680.70
		{ CIP CIP 089-201 }				
				Invoice Extension ---->		148680.70
				Vendor Total ----->		148680.70

\*\*\* VENDOR.: SAG01 (JOSE A. SAGISI)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
111020	H2O DISTRIBUTION AND TREATMENT OPERATOR	11-20	11/05/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	H2O DISTRIBUTION AND TREATMENT OPERATOR	10	4420 1300	1	110.00	110.00
		{ Wtr. Oper. Fund Water Operating Bus Exp/Train }				
				Invoice Extension ---->		110.00
				Vendor Total ----->		110.00

595 SAN YSIDRO ROAD

\*\*\* VENDOR.: SAN10 (SANTA BARBARA COUNTY FIRE CHIEF'S ASSOC)

TREASURER: CHIEF CHIP HICKMAN

INVOICE-TYPE DESCRIPTION

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
All162020	PEER SUPPORT COORDINATOR:QUARTERLY DUES	11-20	11/16/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	PEER SUPPORT COORDINATOR:QUARTERLY DUES	01	4220 1550	1	207.76	207.76
		{ General Fund Fire Op Supp/Expense }				
				Invoice Extension ---->		207.76
				Vendor Total ----->		207.76

1 TARA BLVD SUITE 301

\*\*\* VENDOR.: SAT01 (SATCOM GLOBAL FZE)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
S10200230	SIM CARD FOR 10/2020-COMMUNICATION	11-20	10/01/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	SIM CARD FOR 10/2020-COMMUNICATION	01	4220 1150	1	42.75	42.75
		{ General Fund Fire Communications }				
0002	SIM CARD FOR 10/2020-COMMUNICATION	01	4200 1150	1	42.75	42.75
		{ General Fund Police Communications }				
				Invoice Extension ---->		85.50

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
S11200193	SIM CARD 11/2020 COMMUNICATION	11-20	11/01/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	SIM CARD 11/2020 COMMUNICATION	01	4220 1150	1	42.75	42.75
		{ General Fund Fire Communications }				
0002	SIM CARD 11/2020 COMMUNICATION	01	4200 1150	1	42.75	42.75
		{ General Fund Police Communications }				
				Invoice Extension ---->		85.50
				Vendor Total ----->		171.00

3535 DRAKE DR.

\*\*\* VENDOR.: SHA01 (SHAVER SECURITY GATES)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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3535 DRAKE DR.

\*\*\* VENDOR.: SHA01 (SHAVER SECURITY GATES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
30530 PROFESSIONAL SERVICES	11-20	11/04/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 PROFESSIONAL SERVICES	10 4420 2150		1 144.00	144.00
( Wtr. Oper. Fund Water Operating Profl Services )				
Invoice Extension ---->				144.00
Vendor Total ----->				144.00

240 EAST ROEMER WAY

\*\*\* VENDOR.: SMO01 (SMOOTH INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17-1799 CONTRACT REIMBURSEMENT FOR 10/2020	11-20	10/31/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 CONTRACT REIMBURSEMENT FOR 10/2020 (TRANSIT SERV)	23 4461 2354		1 15680.50	15680.50
( LTF - Transit LTF Transit Contract Svcs )				
0002 CONTRACT REIMBURSEMENT FOR 10/2020	23 4461 2200		1 15.75	15.75
( LTF - Transit LTF Transit Equip. Rental )				
Invoice Extension ---->				15696.25

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17-1800 MAINTENANCE REIMBURSEMENT FOR 10/2020	11-20	10/31/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 MAINTENANCE REIMBURSEMENT FOR 10/2020	23 4461 1400		1 2833.60	2833.60
( LTF - Transit LTF Transit Equipment Maint )				
Invoice Extension ---->				2833.60
Vendor Total ----->				18529.85

SANTA MARIA NEWS MEDIA INC  
 P.O. BOX 400

\*\*\* VENDOR.: SMT01 (SANTA MARIA TIMES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
12828 NOTICE OF RFP AUDITING SERVICE EXTENDED DEADLINE	11-20	11/05/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 NOTICE OF RFP AUDITING SERVICE EXTENDED DEADLINE	01 4105 1250		1 45.25	45.25
( General Fund Administration Advertisin/Pub. )				
Invoice Extension ---->				45.25

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
13218 UTILITY RATE STUDY RFP NOTICE	11-20	11/17/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 UTILITY RATE STUDY RFP NOTICE	12 4425 1250		1 26.12	26.12
( Wst. Wtr. Op. Fund Wastewater Advertisin/Pub. )				
0002 UTILITY RATE STUDY RFP NOTICE	10 4420 1250		1 26.13	26.13
( Wtr. Oper. Fund Water Operating Advertisin/Pub. )				
Invoice Extension ---->				52.25
Vendor Total ----->				97.50

P.O. BOX 31001-2620

\*\*\* VENDOR.: STA02 (STATEWIDE TRAFFIC SAFETY & SIGNS INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
03017202 CUSTOM SIGN-AUTHORIZED PERSONNEL ONLY	11-20	11/12/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount

P.O. BOX 31001-2620 \*\*\* VENDOR.: STA02 (STATEWIDE TRAFFIC SAFETY & SIGNS INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description			Unit(s) Unit Cost	Amount
0001 CUSTOM SIGN-AUTHORIZED PERSONNEL ONLY	10	4420 1550	1 241.96	241.96
			( Wtr. Oper. Fund Water Operating Op Supp/Expense )	
			Invoice Extension ---->	241.96
			Vendor Total ----->	241.96

\*\*\* VENDOR.: SWE02 (SHANNON SWEENEY)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
110920 MONTHLY REIMBURSEMENT FOR PERSONAL CELL PHONE	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			Unit(s) Unit Cost	Amount
0001 MONTHLY REIMBURSEMENT FOR PERSONAL CELL PHONE	10	4420 1300	1 15.00	15.00
			( Wtr. Oper. Fund Water Operating Bus Exp/Train )	
0002 MONTHLY REIMBURSEMENT FOR PERSONAL CELL PHONE	12	4425 1300	1 15.00	15.00
			( Wst.Wtr.Op.Fund Wastewater Bus Exp/Train )	
0003 MONTHLY REIMBURSEMENT FOR PERSONAL CELL PHONE	71	4454 1300	1 15.00	15.00
			( MEASURE A MEASURE A Bus Exp/Train )	
0004 MONTHLY REIMBURSEMENT FOR PERSONAL CELL PHONE	01	4145 1300	1 2.50	2.50
			( General Fund Building Mtce Bus Exp/Train )	
0005 MONTHLY REIMBURSEMENT FOR PERSONAL CELL PHONE	01	4300 1300	1 2.50	2.50
			( General Fund Parks & Rec Bus Exp/Train )	
			Invoice Extension ---->	50.00
			Vendor Total ----->	50.00

684 CLARION COURT \*\*\* VENDOR.: TAY02 (TAYLOR & SYFAN CONSULTING ENGINEERS INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
29074 ROYAL THEATER SITE VISIT	11-20	09/28/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			Unit(s) Unit Cost	Amount
0001 ROYAL THEATER SITE VISIT	26	4500 2150	1 1500.00	1500.00
			( RDA-Op.Fund Redevelopment Profl Services )	
			Invoice Extension ---->	1500.00
			Vendor Total ----->	1500.00

18302 IRVINE BLVD SUITE 200 \*\*\* VENDOR.: TUR03 (TURBO DATA SYSTEMS INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
33789 AUTOMATED CITATION PROCESSING	11-20	10/31/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			Unit(s) Unit Cost	Amount
0001 AUTOMATED CITATION PROCESSING	01	4200 1550	1 182.54	182.54
			( General Fund Police Op Supp/Expense )	
			Invoice Extension ---->	182.54
			Vendor Total ----->	182.54

12567 COLLECTIONS CENTER DRIVE \*\*\* VENDOR.: UPR01 (UNION PACIFIC RAILROAD COMPANY)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
90101277 PROJECT#768556 REIMBURSED A FOR PRELIMIN ENGINEER	11-20	10/14/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			Unit(s) Unit Cost	Amount
0001 PROJECT#768556 REIMBURSED A FOR PRELIMIN ENGINEER	01	2048	1 1469.31	1469.31
			( General Fund Building Permit Deposits )	
			Invoice Extension ---->	1469.31

12567 COLLECTIONS CENTER DRIVE \*\*\* VENDOR.: UPR01 (UNION PACIFIC RAILROAD COMPANY)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Vendor Total ----->				1469.31 =====

P.O. BOX 488 \*\*\* VENDOR.: VLO01 (V. LOPEZ JR. & SONS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
9075 CITY HALL CONCRETE REPLACEMENT	11-20	11/18/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 CITY HALL CONCRETE REPLACEMENT	01 4145 1450		1 14048.12	14048.12
( General Fund Building Mtce Facilities Main )				
Invoice Extension ----->				14048.12

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
9076 CITY HALL CONCRETE REPLACEMENT -FINAL RETENTION	11-20	11/18/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 CITY HALL CONCRETE REPLACEMENT -FINAL RETENTION	01 4145 1450		1 739.38	739.38
( General Fund Building Mtce Facilities Main )				
Invoice Extension ----->				739.38
Vendor Total ----->				14787.50 =====

3785 CHANNEL DRIVE \*\*\* VENDOR.: VSS01 (VSS INTERNATIONAL INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
20018337 20-085 CA GUADALUPE 2020 SLURRY SEAL PROJECT	11-20	10/31/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 20-085 CA GUADALUPE 2020 SLURRY SEAL PROJECT	89 4444 3062		1 127201.98	127201.98
( CIP CIP 089-302 )				
Invoice Extension ----->				127201.98
Vendor Total ----->				127201.98 =====

104 INDEPENDENCE WAY \*\*\* VENDOR.: WIT01 (WITMER PUBLIC SAFETY GROUP INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
110920 INDIAN FIRE PUMPS SERVICE	11-20	10/27/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 INDIAN FIRE PUMPS SERVICE	01 4220 1400		1 49.28	49.28
( General Fund Fire Equipment Maint )				
Invoice Extension ----->				49.28

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
111720 EMS/WILDLAND BOOT (REYES) UNIFORM	11-20	11/09/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 EMS/WILDLAND BOOT (REYES) UNIFORM	01 4220 0450		1 273.37	273.37
( General Fund Fire Other Benefits )				
Invoice Extension ----->				273.37

Vendor Total -----> 322.65  
 =====  
 \*\* Total Invoices -----> 694650.96  
 \*\* Total Checks -----> .00  
 \*\*\* Total Purchases -----> 694650.96  
 =====

FUND	DEPT	OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance	
01	2010		Accounts Payable//General Fund		-33572.75					
01	2048		Building Permit Deposits//Gener		1469.31					
01	4105	1150	Administratio/Communication/Gen		453.88					
01	4105	1200	Administratio/Off Suppl/Pos/Gen		32.27	1594.45	2048.33	5500.00	3451.67	
01	4105	1250	Administratio/Advertisin/Pu/Gen		45.25	1111.75	1234.55	2500.00	1265.45	
01	4105	1300	Administratio/Bus Exp/Train/Gen		50.00	546.50	771.50	4000.00	3228.50	
01	4120	1150	Finance/Communication/General F		284.13	200.00	250.00	1000.00	750.00	
01	4140	2150	Non-Departmen/Profl Service/Gen		10.95	1008.01	1292.14	3600.00	2307.86	
01	4140	2151	Non-Departmen/IT Services/Gener		6208.50	9917.31	9928.26	15000.00	5071.74	
01	4140	4150	Non-Departmen/Lease-Purchas/Gen		492.13	24266.19	30474.69	73704.00	43229.31	
01	4145	0450<*>	Building Mtce/Other Benefit/Gen		26.80	2534.48	3026.61	6200.00	3173.39	
01	4145	1000	Building Mtce/Utilities/General		242.89	.00	26.80	.00	-26.80	
01	4145	1300	Building Mtce/Bus Exp/Train/Gen		2.50	10958.57	14744.54	38757.00	24012.46	
01	4145	1450	Building Mtce/Facilities Ma/Gen		14787.50	10.00	12.50	40.00	27.50	
01	4145	1550	Building Mtce/Op Supp/Expen/Gen		321.73	.00	14787.50	55000.00	40212.50	
01	4145	1560<*>	Building Mtce/Fuels/Lubrica/Gen		28.67	3897.70	4285.71	10800.00	6514.29	
01	4145	2150	Building Mtce/Profl Service/Gen		1344.22	158.18	186.85	100.00	-86.85	
01	4145	2999<*>	Building Mtce/COVID19/General F		179.44	7911.49	11586.89	25000.00	13413.11	
01	4200	1150	Police/Communication/General Fu		444.01	.00	179.44	.00	-179.44	
01	4200	1300	Police/Bus Exp/Train/General Fu		259.18	1930.14	2579.72	6000.00	3420.28	
01	4200	1550	Police/Op Supp/Expen/General Fu		708.28	6720.17	7114.35	15363.00	8248.65	
01	4200	1560	Police/Fuels/Lubrica/General Fu		1019.19	7879.30	9153.61	20286.00	11132.39	
01	4200	2150	Police/Profl Service/General Fu		225.00	7569.42	9479.31	25226.00	15746.69	
01	4200	2350	Police/Svcs.Other Ag/General Fu		269.00	196.00	738.00	15865.00	15127.00	
01	4200	2999<*>	Police/COVID19/General Fund		780.00	15125.60	19515.77	50900.00	31384.23	
01	4220	0450	Fire/Other Benefit/General Fund		273.37	1682.40	3102.40	.00	-3102.40	
01	4220	1150	Fire/Communication/General Fund		295.24	274.73	548.10	5700.00	5151.90	
01	4220	1400	Fire/Equipment Mai/General Fund		1476.06	1338.45	1788.58	4900.00	3111.42	
01	4220	1550	Fire/Op Supp/Expen/General Fund		601.89	1035.53	2511.59	5000.00	2488.41	
01	4220	2999<*>	Fire/COVID19/General Fund		780.00	4008.46	7487.40	12240.00	4752.60	
01	4300	0450<*>	Parks & Rec/Other Benefit/Gener		26.80	2050.39	2830.39	.00	-2830.39	
01	4300	1150	Parks & Rec/Communication/Gener		135.35	.00	26.80	.00	-26.80	
01	4300	1300	Parks & Rec/Bus Exp/Train/Gener		2.50	603.82	757.60	2300.00	1542.40	
01	4300	1560<*>	Parks & Rec/Fuels/Lubrica/Gener		28.67	18.43	12.50	200.00	187.50	
01	4300	2150	Parks & Rec/Profl Service/Gener		58.30	158.18	186.85	102.00	-84.85	
01	4405	1150	Bldg and Safe/Communication/Gen		209.74	16767.41	16827.14	38600.00	21772.86	
Fund (01 ) Total ---->					.00	132229.82	16138.09	180471.35	446783.00	266311.65
10	2010		Accounts Payable//Wtr. Oper. Fu		-306112.51					
10	4420	0450	Water Operati/Other Benefit/Wtr		26.80	3139.06	3165.86	12240.00	9074.14	
10	4420	1150	Water Operati/Communication/Wtr		241.97	2121.61	2609.37	6700.00	4090.63	
10	4420	1250	Water Operati/Advertisin/Pu/Wtr		26.13	370.75	396.88	1020.00	623.12	

FUND	DEPT	OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance
10	4420	1300	Water Operati/Bus Exp/Train/Wtr	125.00	60.00	.00	185.00	1530.00	1345.00
10	4420	1450	Water Operati/Facilities Ma/Wtr	1604.76	.00	.00	1604.76	10000.00	8395.24
10	4420	1460	Water Operati/Vehicle Maint/Wtr	749.72	602.06	.00	1351.78	2300.00	948.22
10	4420	1550	Water Operati/Op Supp/Expen/Wtr	911.22	20351.79	3879.14	25142.15	30500.00	5357.85
10	4420	1553	Water Operati/State Water P/Wtr	301662.70	409207.39	.00	710870.09	950000.00	239129.91
10	4420	1560	Water Operati/Fuels/Lubrica/Wtr	234.18	1549.92	78.13	1862.23	6630.00	4767.77
10	4420	2150	Water Operati/Profl Service/Wtr	530.03	56246.79	3724.88	60501.70	81000.00	20498.30
Fund (10 ) Total ---->				.00	493649.37	7927.94	807689.82	1101920.00	294230.18
12	2010		Accounts Payable//Wst.Wtr.Op.Fu	12151.61					
12	4425	0450	Wastewater/Other Benefit/Wst.Wt	26.81	3511.61	150.00	3688.42	12555.00	8866.58
12	4425	1150	Wastewater/Communication/Wst.Wt	260.12	1635.56	172.37	2068.05	5450.00	3381.95
12	4425	1250<*	Wastewater/Advertisin/Pu/Wst.Wt	26.12	.00	.00	26.12	.00	-26.12
12	4425	1300	Wastewater/Bus Exp/Train/Wst.Wt	15.00	60.00	.00	75.00	2040.00	1965.00
12	4425	1550	Wastewater/Op Supp/Expen/Wst.Wt	587.25	11347.83	3696.53	15631.61	32640.00	17008.39
12	4425	1560	Wastewater/Fuels/Lubrica/Wst.Wt	287.07	1877.89	89.49	2254.45	9180.00	6925.55
12	4425	2150	Wastewater/Profl Service/Wst.Wt	10949.24	58795.68	5387.78	75132.70	183000.00	107867.30
Fund (12 ) Total ---->				.00	77228.57	9496.17	98876.35	244865.00	145988.65
23	2010		Accounts Payable//LTF - Transit	-18529.85					
23	4461	1400	LTF Transit/Equipment Mai/LTF -	2833.60	7846.05	.00	10679.65	73000.00	62320.35
23	4461	2200	LTF Transit/Equip. Rental/LTF -	15.75	15.12	.00	30.87	500.00	469.13
23	4461	2354	LTF Transit/Contract Svcs/LTF -	15680.50	44159.21	.00	59839.71	354578.00	294738.29
Fund (23 ) Total ---->				.00	52020.38	.00	70550.23	428078.00	357527.77
26	2010		Accounts Payable//RDA-Op.Fund	-1500.00					
26	4500	2150	Redevelopment/Profl Service/RDA	1500.00	41049.62	28989.46	71539.08	114750.00	43210.92
Fund (26 ) Total ---->				.00	41049.62	28989.46	71539.08	114750.00	43210.92
71	2010		Accounts Payable//MEASURE A	-796.67					
71	4454	0450<*	MEASURE A/Other Benefit/MEASURE	26.81	287.08	.00	313.89	.00	-313.89
71	4454	1150	MEASURE A/Communication/MEASURE	96.24	1021.89	259.92	1378.05	3000.00	1621.95
71	4454	1300	MEASURE A/Bus Exp/Train/MEASURE	15.00	60.00	.00	75.00	180.00	105.00
71	4454	1550	MEASURE A/Op Supp/Expen/MEASURE	444.80	4486.47	117.47	5048.74	14000.00	8951.26
71	4454	1560	MEASURE A/Fuels/Lubrica/MEASURE	123.76	2467.28	304.80	2895.84	6120.00	3224.16
71	4454	2150	MEASURE A/Profl Service/MEASURE	90.06	13718.95	10.22	13819.23	20400.00	6580.77

FUND DEPT OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance	
Fund (71 ) Total ---->			.00	22041.67	692.41	23530.75	43700.00	20169.25
76	2010	Accounts Payable//Cap Fac Fund	-12035.74					
76	4320 3200	Pub. Faciliti/Equipment/Cap Fac	12035.74	19393.72	68619.73	100049.19	230000.00	129950.81
Fund (76 ) Total ---->			.00	19393.72	68619.73	100049.19	230000.00	129950.81
89	2010	Accounts Payable//CIP	-309951.83					
89	4444 3051<*>	CIP/089-201/CIP	161724.70	581467.48	8735.35	751927.53	.00	-751927.53
89	4444 3062<*>	CIP/089-302/CIP	137319.48	5798.75	.00	143118.23	.00	-143118.23
89	4444 3081<*>	CIP/089-501/CIP	424.21	10262.74	.00	10686.95	.00	-10686.95
89	4444 3088<*>	CIP/Aeration Basi/CIP	10483.44	.00	.00	10483.44	.00	-10483.44
Fund (89 ) Total ---->			.00	597528.97	8735.35	916216.15	.00	-916216.15



REPORT.: Nov 09 20 Monday  
 RUN...: Nov 09 20 Time: 11:41  
 Run By.: Veronica Fabian

City of Guadalupe  
 Invoice/Pre-Paid Check Audit Trail  
 Batch C01109 - 11:41

PAGE: 001  
 ID #: PY-IP  
 CTL.: GUA

25852 McBean PKWY # 187 \*\*\* VENDOR.: MO002 (MOORE & ASSOCIATES, INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
20:4531	SHORT RANGE TRANSIT PLAN UPDATE	11-20	08/31/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	SHORT RANGE TRANSIT PLAN UPDATE	23 4461 2150	1	25897.06	25897.06

( LTF - Transit LTF Transit Profl Services )

Invoice Extension ----> 25897.06

Vendor Total -----> 25897.06  
 =====

\*\* Total Invoices -----> 25897.06

\*\* Total Checks -----> .00

\*\*\* Total Purchases ---> 25897.06  
 =====

REPORT.: Nov 09 20 Monday  
 RUN...: Nov 09 20 Time: 11:41  
 Run By.: Veronica Fabian

City of Guadalupe  
 Invoice/Pre-Paid Check Audit Trail  
 General Ledger Accounts with Budget Summary November 09, 2020  
 Accounting Period is November, 2020

PAGE: 002  
 ID #: PY-IP  
 CTL.: GUA

FUND	DEPT	OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance
23	2010		Accounts Payable//LTF - Transit		-25897.06				
23	4461	2150	LTF Transit/Profl Service/LTF -		25897.06	25897.06	51794.12	1500.00	-50294.12
Fund (23 ) Total ---->					.00	25897.06	51794.12	1500.00	-50294.12

# MINUTES

## City of Guadalupe

Regular Meeting of the Guadalupe City Council  
Tuesday, November 10, 2020 at 6:00 pm  
City Hall, 918 Obispo Street, Council Chambers

### ROLL CALL:

- Council Member Tony Ramirez
- Council Member Eugene Costa Jr.
- Council Member Liliana Cardenas
- Mayor Pro Tempore Gina Rubalcaba
- Mayor Ariston Julian
- All present.

### MOMENT OF SILENCE

### PLEDGE OF ALLEGIANCE

### COMMUNITY PARTICIPATION FORUM

### PRESENTATIONS

1. Mr. Deek Segovia – Vietnam Veterans of America Chapter 982 – Wreaths Across America  
Mr. Segovia announced a ceremony being held at the cemetery on December 19<sup>th</sup>, at 12 noon: a ceremony called Wreaths Across America. It's held every year to honor the dead veterans of American wars. This is a national event, started in Arlington Cemetery. It was organized as a nonprofit in 1992 and now wreaths are laid in 2100 locations across the Nation. Though there are time differences across the Country, each location holds the ceremony at 12 noon. Last year, the laying of the wreaths was held in Arroyo Grande at two Cemeteries, one of which holds the burial of a Medal of Honor Soldier. They placed 2300 wreaths that day with hundreds of volunteers to help. Here, in Guadalupe, there are 210 veterans buried in the cemetery. The Girl Scouts of Orcutt want to partner with them on laying the wreaths, having bought and presenting 40 wreaths themselves. All are welcome to participate and will practice safe social distancing.

2. Central Coast Community Energy Annual Membership Agency

The Central Coast Community Energy (3CE) Representative presented an update on the organization and its' programs as it comes closer to the date that our City can actually begin enrolling in the

programs for cleaner energy. It will be billed through PG&E as it is now but delivered by wind, solar, and other clean energy sources at a lower cost to the consumer. He presented a slide display as well as printed material detailing the energy sources and the organization of the means to present it to the customer. The ways in which the individual communities participate in the decisions governing the running of this clean source of energy was outlined. The Cities each will appoint a member to the Community Board, which is one of two governing Boards (Policy & Operations).

The ability to have uninterrupted power despite the problems of rolling blackouts, lines down, forest fires and excessive heat waves is some of the benefits of this energy as it's storage capacity can ease these problems. He reported customers already using this source had collectively saved \$43,000 this year over their bill previously with PG&E.

Mayor Julian mentioned that we alternate every two years with Solvang with membership and he is the representative on the Board of Directors while the City Administrator sits on the Operations Committee. Council Member Cardenas asked if anybody had signed up for participation from our City? He answered that the Community participation spots have currently been filled up. Don Hughes from Santa Maria would be the closest person representing this region.

Administrator Bodem is looking into a grant from CDBG for an electrical vehicle that won't cost us much to run after the charging stations are installed. The Representative stated the program on those have not yet been launched, but they will be partnering with the government to install those soon.

### **CONSENT CALENDAR**

The following items are presented for City Council approval without discussion as a single agenda items in order to expedite the meeting. Should a Council Member wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

3. Waive the reading in full of all Ordinances and Resolutions. Ordinances on the Consent Calendar will be adopted by the same vote cast as the first meeting, unless City Council indicates otherwise.
4. Approve payment of warrants for the period ending November 5, 2020.
5. Approve the Minutes of the City Council Regular Meeting of October 27, 2020 to be ordered filed.
6. Adopt Resolution No. 2020-87 approving a Memorandum of Understanding for the time period July 1, 2020 through June 30, 2022 between the City of Guadalupe and the Guadalupe Police Officers Association.
7. Adopt Resolution No. 2020-88 amending and replacing resolution No. 2020-67 authorizing the City of Guadalupe to apply for the Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1) grant program.

8. Adopt Resolution No. 2020-89 authorizing the Mayor to execute a contract with Mainline Engineering Construction, Inc. for the Obispo Street Waterline Project.
9. Receive the Pasadera Lot 9 Modifications report.

Mayor Julian pulled number 4.

Council Member Cardenas pulled item 5

**Motion made by Council Member Rubalcaba and 2<sup>nd</sup> by Council Member Ramirez to approve the remaining Calendar. 5/0 passed.**

Mayor Julian stated that on pages 6 and 7, it states that it is the last payment to Mr. Garcia for the Royal Theater. We have paid a long time, it seems. Item on page twelve that he asked for was an amount that was corrected: it had been reported higher because the original amount was for 35 computers, but instead, we only needed 33 computers so the check for 35 computers was voided and new one for 33 computers reissued. The correct amount was \$33,084.00.

Council Member Cardenas corrected item #5, stating it was just a Board of Directors meeting, not a breakfast meeting. It was an annual CPGIA meeting. Correction that flu shots were at the Curation, not the City parking lot. Council Member Ramirez called attention to the firefighters being one of the lowest paid groups and we should address that issue in our budget in the near future. It will be in the agenda in the near future, Mr. Bodem assured him.

**Motion made by Council Member Ramirez and 2<sup>nd</sup> by Council Member Costa Jr. to approve items 4 and 5. 5/0 passed.**

**10. MONTHLY REPORTS FROM DEPARTMENT HEADS**

- a. Planning Department Report for October 2020
- b. Building Department Report for October 2020
- c. Public Works Department Report for October 2020
- d. Human Resources Department Report for October 2020

**CITY ADMINISTRATOR REPORT: (Information Only)**

Administrator Bodem announced that the Library had reopened, and he gave the hours which are posted. He also reported that slurry seal on some of our roads would be occurring and he gave a list of the roads affected. Sidewalk at the front of City Hall will be repaired next week.

**DIRECTOR OF PUBLIC SAFETY REPORT: (Information Only)**

Chief Cash reported that the police department removed people from O'Connell Park who were conducting an illegal Soccer Game. They were from out of town. Mayor and Chief of Police tried to move goal posts. The fire department came and helped them out. Mayor stated that it is alright for kids to play and knock a ball around, but not organized teams and activity which brings crowds.

**REGULAR BUSINESS**

**FUTURE AGENDA ITEMS**

Mr. Bodem stated that a new councilmember coming on board must be trained in ethics and harassment. They can be trained online, or the entire City Council and Recreation Commission can get trained by the City Attorney. The City Attorney will provide a process at the November 24<sup>th</sup> Council meeting.

**ANNOUNCEMENTS - COUNCIL ACTIVITY/COMMITTEE REPORTS**

1. Flu Shots—2:00 -4:00 pm at Curation. Free of charge.
2. Veterans’ Memorial at the Cemetery. 11:00 am Wednesday, November 11<sup>th</sup>.
3. KSBY sponsoring at Foodbank a shoot of donations being given at that time. Thursday, November 12<sup>th</sup>
4. Friday, November 13<sup>th</sup>, the Fire Department is showing off its’ new Kitchen. 2:00-4:00 pm.
5. Community Chambers will be doing a town cleanup. Meet at Little House on the Park.

**ADJOURNMENT**

**Motion made by Council Member Ramirez and 2<sup>nd</sup> by Council Member Costa Jr. to adjourn at 6:53 pm 5/0 passed.**

Prepared by:

Approved by:

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Joice Earleen Raguz, City Clerk

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Ariston Julian, Mayor



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE  
Agenda of November 24, 2020**

*Lorena Zarate*

Prepared by:  
Lorena Zarate, Finance Director

Handwritten signature of Todd Bodem in blue ink.

Approved by:  
Todd Bodem, City Administrator

**SUBJECT:** October 2020 Financial Report

**RECOMMENDATION:**

That the City Council accept the October 2020 Financial Report

**DISCUSSION:**

The Finance Department has prepared a Financial Report for the fiscal year 2020-2021 through October 2020 for the Council's and the public's information. Attached hereto as Attachment No. 1 is the Report. Staff requests that the City Council accept this report for its information.

**ATTACHMENTS:**

1. October 2020 Financial Report



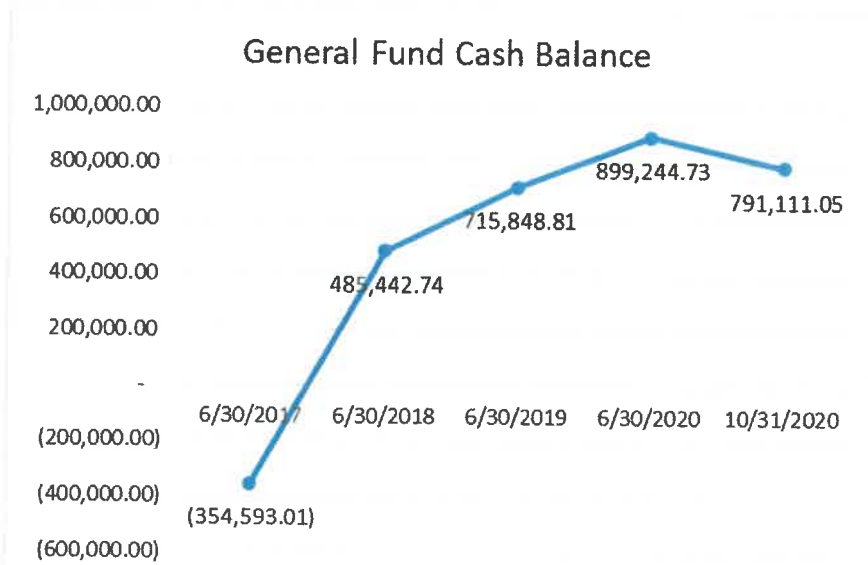
**City of Guadalupe  
Financial Report  
Fiscal Year to Date through October 31, 2020**

**Overview**

The fiscal year 2020-21 financial report concentrates on the General Fund and Water/Wastewater Enterprise Funds through October 31, 2020, or 33 percent of the year expended. The purpose of the report is to provide a status of cash, fund balance and budgeted Revenue and Expenditures versus actual at 33 percent of the fiscal year expended.

**General Fund Cash**

The annual cash balance below shows positive trend as compared to prior years; total cash as of October 31<sup>st</sup>, 2020 was \$791,111.05. Since 2017, there has been a positive increase in cash balances.



**General Fund Revenue**

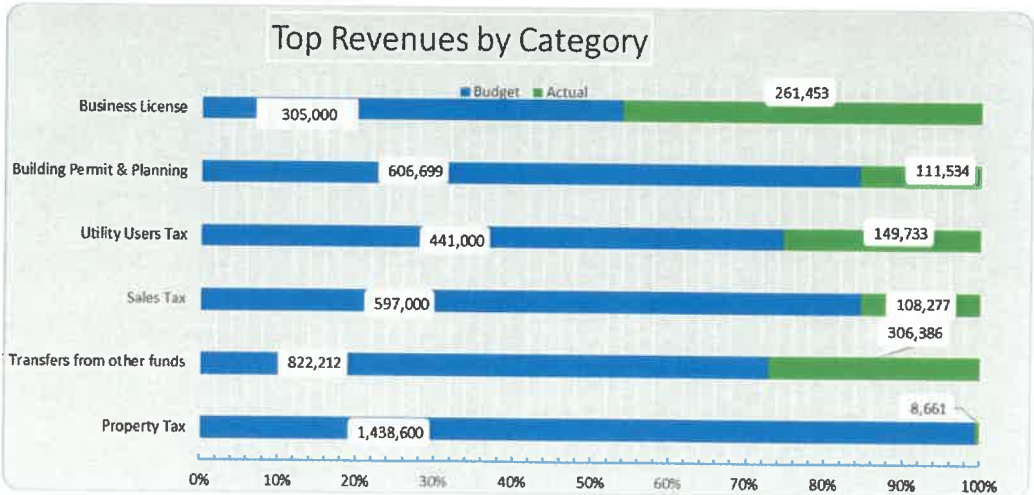
Budgeted revenues versus actual revenue received through October 31, 2020 shows the General Fund below target 23.3 percent of expected revenues.

The table and graph below show General Fund revenue by category. Highlighted in yellow are specific revenue categories that have fallen short as compared to the budget. Regarding sales and property tax revenue, which are one of the City’s top revenue categories, timing delays in payments cause the shortage. Most all revenue in these categories received in July and August were accrued back to June 2020, as they were attributable to the prior fiscal year. The City began



to receive sales tax revenue in September. Based on a study done by HDL, a sales tax revenue forecasting company, the City of Guadalupe is expected to receive a total of \$592,400 in sales tax revenue, which includes Measure X revenue, for fiscal year 2020. The reasoning for this estimate is that most businesses in town, which would generate sales tax income for the City, are considered essential businesses. The City expects to receive property tax revenue beginning in November. City Staff will continue to monitor the General Fund revenue closely. City Staff is also working with FEMA to obtain reimbursement for costs related to the pandemic. The City has received \$99,777 from the CARES Act.

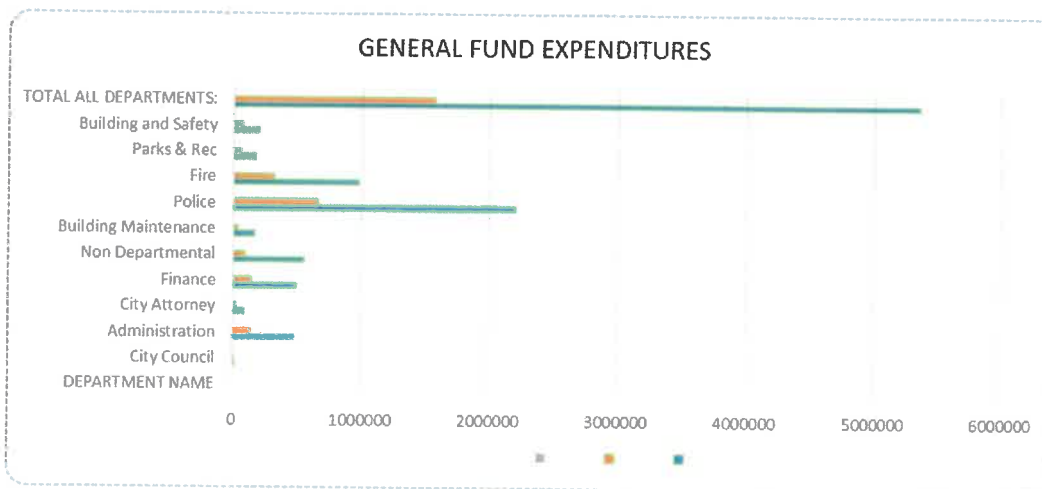
Gen. Fund Revenue by Category			
Category	Budget	Actual	%
Property Tax	1,438,600	8,661	0.6%
Transfers from other funds	822,212	306,386	37.3%
Sales Tax	597,000	108,277	18.1%
Utility Users Tax	441,000	149,733	34.0%
Building Permit & Planning	606,699	111,534	18.4%
Business License	305,000	261,453	85.7%
Revenue from other agencies	192,500	143,275	74.4%
Franchise Fees	248,000	43,705	17.6%
COPS Grant	166,000	66,500	40.1%
Rental of Property	113,000	27,203	24.1%
Administrative Overhead	113,000	23,321	20.6%
Other	455,593	31,141	6.8%
<b>Total Revenue</b>	<b>5,498,604</b>	<b>1,281,189</b>	<b>23.3%</b>



**General Fund Expenditures**

Expenditures are under budget at 29 percent expended. The Table and Chart below shows all General Fund Departments and spending trends as of October 31, 2020. All departments are generally within budget so far. Overall, expenditures for the General Fund are higher than revenues as it stands. This is due to the timing of the receipt of revenue, specially property tax revenue. City Staff will continue to monitor expenditures closely, especially as it relates to virus pandemic.

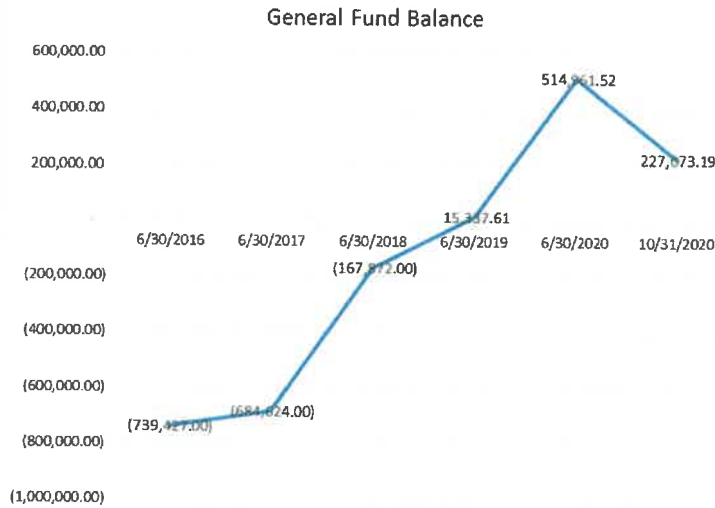
2020-21 GENERAL FUND EXPENDITURES			
DEPARTMENT NAME	Adopted Budget	Actual Spent as of 10/31/2020	33%
City Council	15,628	4,437	28%
Administration	477,809	143,620	30%
City Attorney	90,000	28,796	32%
Finance	497,148	147,404	30%
Non Departmental	555,803	92,611	17%
Building Maintenance	166,445	35,282	21%
Police	2,203,718	660,595	30%
Fire	972,480	316,931	33%
Parks & Rec	180,672	65,163	36%
Building and Safety	201,077	74,237	37%
<b>TOTAL ALL DEPARTMENTS:</b>	<b>5,360,780</b>	<b>1,569,077</b>	<b>29%</b>



**General Fund Balance**

The term fund balance is used to describe the net position of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). It is intended to serve as a measure of the financial resources available to the fund. There are constraints in spending fund balance depending on the type of resources (nonspendable, restricted, committed and

assigned). Fund balance represents the total amount accumulated in the fund from prior years at a point in time. The fund balance in the General Fund as of October 31, 2020 is positive \$227,073.19. The graph below shows this upward trend through the past several years. A priority for City is to continue to increase the fund balance enough to establish a reserve of a minimum of 15% of the General Fund operating budget, which is \$804,117.

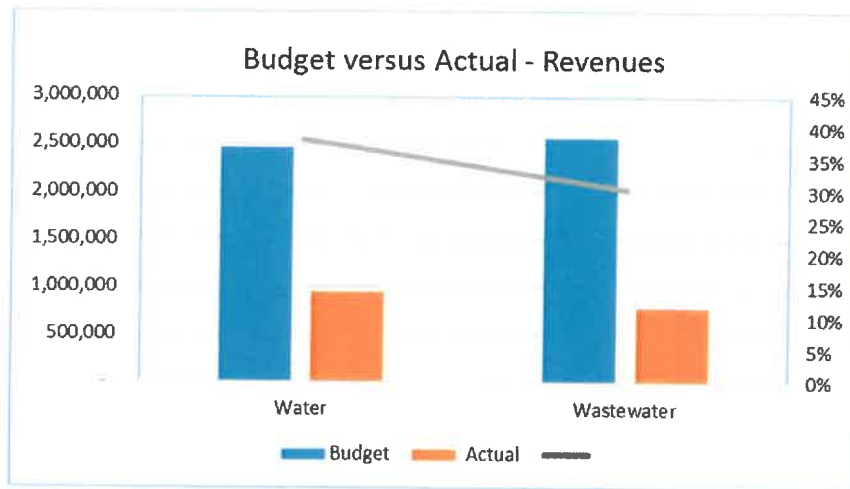


### **ENTERPRISE FUNDS – WATER AND WASTEWATER**

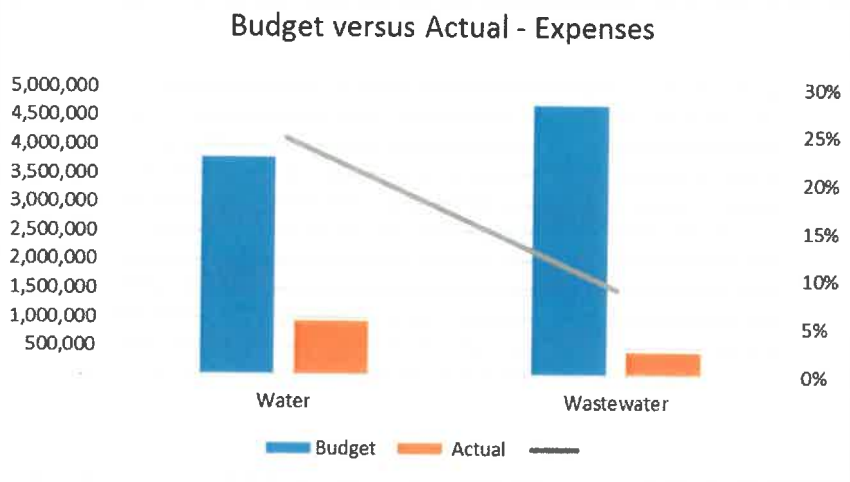
The Statement of Revenues and Expenditures through October of fiscal year 2020-21 is shown in the Table below.

Actuals Through October 31, 2020	Water	Wastewater
<b><u>REVENUES</u></b>		
Charges for Services	872,225	607,866
Interest	9,095	4,904
Other	13,607	24,996
Connection Fees	8,500	15,342
Developer Fees	40,460	127,500
<b>Total</b>	<b>943,886</b>	<b>780,608</b>
<b><u>EXPENSES</u></b>		
Operating	393,690	384,268
Capital	44,369	38,554
Depreciation	-	-
State Water	409,207	-
Debt Service	92,194	-
<b>Total</b>	<b>939,460</b>	<b>422,821</b>

The following charts compare budget to actual Revenue and Expense:



The Enterprise funds experienced revenue at 38 percent of budget for Water. Wastewater was slightly below budget at 30 percent of revenue expected for the period.



Operating expenses for Water and Wastewater are below budget at 25 percent and 9 percent, respectively.

**CONCLUSION**

The funds analyzed in this report are generally in line with budget, except for revenue because of timing delays as these are common early in the fiscal year. There were no significant budget fluctuations as of October 2020. However, City Staff will monitor closely and expect a budget review analysis in January.

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*Information in this report is unaudited.*



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of November 24, 2020**

Prepared by:  
Emiko Gerber, Human Resources Director

Approved by:  
Todd Bodem, City Administrator

**SUBJECT:** Adoption of CalPERS 457 Deferred Compensation Plan

**BACKGROUND:**

Since 1995, CalPERS has provided a deferred compensation plan to public agency and school employers and their employees. The plan is a voluntary savings program that allows employees to defer any amount, subject to annual limits, from their paycheck on a pretax basis. In addition, employee contributions and their earnings, if any, can benefit from the power of tax-deferred compounding. This means they don't pay income taxes on their contributions or earnings until they start taking withdrawals, which is usually in retirement, although under a "457" deferred compensation plan, withdrawals may start any time after the employee separates from his or her employment.

**DISCUSSION:**

For more than 80 years, CalPERS has been a not-for-profit public entity in service to those who serve California. As the largest pension provider in the state, City employees rely on CalPERS to help get the most from retirement benefits. The CalPERS pension plan and the CalPERS 457 Plan are designed to complement each other.

The City currently and historically partnered with Mass Mutual as its 457 Deferred Compensation Provider. The City will continue to work with and offer the Mass Mutual 457 Deferred Compensation Plan; however, if the Council approves offering the CalPERS 457 Deferred Compensation Plan, City employees will have another option for this benefit. City employees may decide to continue with the Mass Mutual 457 Plan, but also, could decide to "roll over" their monies to the CalPERS 457 Plan. New City employees would have the choice of which deferred compensation plan to enroll in. Existing retirees will remain with Mass Mutual.

By the City adopting the CalPERS 457 Plan, employees recruited from other agencies will be able to continue their contributions without additional paperwork, whereas at the present time, they would either need to rollout of CalPERS and rollover into Mass Mutual or manage two separate deferred compensation plans. This adds burden to the employee to manage and maintain several retirement and supplemental accounts and has been cumbersome for existing retirees who wish to access their monies.

CalPERS provides a comprehensive platform of resources and help options that are easy to navigate.

**FISCAL IMPACT**

No direct financial impact. However, time will need to be allotted for initial setup within the payroll system, to educate existing enrollees and interested parties on the option to rollover and/or enroll with CalPERS, so there will be some insignificant indirect costs .

**ATTACHMENT:**

1. Resolution No. 2020-90 adoption of CalPERS 457 Plan

**RESOLUTION NO. 2020-90**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY GUADALUPE  
ADOPTION OF CALPERS 457 PLAN**

**WHEREAS**, the City of Guadalupe currently offers an additional deferred compensation plan (“457 Plan”) for the benefit of its employees that is provided by Mass Mutual; and

**WHEREAS**, the Board of Administration ( the “Board”) of the California Public Employees’ Retirement System (“CalPERS”) has established the CalPERS 457 Plan (the “CalPERS 457 Plan”) which may be adopted by a governmental employer the employees of which are public employees; and

**WHEREAS**, the City of Guadalupe believes that the CalPERS 457 Plan and the investment options available thereunder will provide valuable benefits to its employees; and

**WHEREAS**, the City of Guadalupe would like to also offer the CalPERS 457 Plan to its employees in addition to the existing Mass Mutual 457 Plan, and

**WHEREAS**, the Board has appointed Voya Financial® (the Plan Recordkeeper) to perform recordkeeping and administrative service under the CalPERS 457 Plan and to act as the Board’s agent in all matters relating to the administration of the CalPERS 457 Plan;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Guadalupe that the City of Guadalupe hereby adopts the CalPERS 457 Plan for the benefit of its employees and authorizes and directs the City Administrator to execute the attached adoption agreement on behalf of the City of Guadalupe and to provide CalPERS or any successor agent duly appointed by the Board with such information and cooperation as may be needed on an ongoing basis in the administration of the CalPERS 457 Plan.

**PASSED, APPROVED AND ADOPTED** at a regular meeting on the 24<sup>th</sup> day of November 2020 by the following vote:

**MOTION:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

I, Joice Earleen Raguz, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2020-90**, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held November 24, 2020, and that same was approved and adopted.

**ATTEST:**

\_\_\_\_\_  
Joice Earleen Raguz, City Clerk

\_\_\_\_\_  
Ariston Julian, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Philip Sinco, City Attorney





**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE  
Agenda of November 24, 2020**

**Prepared by:**  
Shannon Sweeney,  
Public Works Director / City Engineer

**Approved by:**  
Todd Bodem, City Administrator

**SUBJECT:** City Support of Escalante Meadows Development Grant Opportunity

**RECOMMENDATION:**

That the City Council adopt Resolution No. 2020-91 to submit an application for the Housing Authority of the County of Santa Barbara (Housing Authority) for a grant of \$3 million, and authorize the City Administrator and Mayor to submit the required State application form and exhibits by the deadline of November 30, 2020, prepared by the Housing Authority.

**BACKGROUND:**

California Senator Atkin introduced the Permanent Local Housing Allocation (PLHA) program as Senate Bill 2 (2017), Building Homes and Jobs Acts ratification as part of a 15-bill housing package.

SB 2 established permanent funding to increase the affordable housing stock in California. This funding is dependent on a \$75 per document fee for the recording of real estate transactions.

The legislation directs California Department of Housing and Community Development to use 70% of the revenue collected, beginning in calendar year 2019, to provide financial assistance to local governments for eligible housing-related projects and programs to address the unmet housing needs in California communities.

The State Department of Housing and Community Development is accepting applications filed by November 30, 2020 for a fund of \$15 million for eligible rural counties and cities under the Permanent Local Housing Allocation program. This is the first solicitation of funding under this new program.

**DISCUSSION:**

The non-entitlement (rural) competitive grant program prioritizes assistance to persons experiencing or at risk of homelessness and investments that increase housing supply to households with incomes of 60 percent or less of area median income.

Each (rural) applicant is allowed a maximum application request of \$3 million. Qualified capital development expenditures include the development of new or substantial rehabilitation of multifamily rental housing to households at or below 60 percent AMI, development of a navigation center, or new construction, rehabilitation, or preservation of a permanent or transitional housing. The minimum application amount is \$500,000.

PLHA allocations used for creating loans for rental projects must be in the form of a low-interest deferred loan to the Sponsor (i.e., a grant to the City of Guadalupe, loaned to the Housing Authority, and repaid over 55 years to the City). If awarded, Guadalupe would accept funds as the development applicant and lend these funds to the Housing Authority. The loan shall be evidenced through a Promissory Note and secured by a deed of trust. (A maximum of 5 percent of the award may be used for administrative expenses to administer).

Escalante Meadows and the City of Guadalupe meet each threshold item declared in PLHA's application guidelines (i.e., Housing Element compliance, resource level, etc.) Escalante Meadows should be a highly competitive application.

The reconstruction of Escalante Meadows has been fully approved by the City of Guadalupe City Council and working drawings are underway to provide a new early childhood education center (or other community beneficial resource), a resident services center, and a community resources service center, as well as the replacement of the 52 dwelling units now on site (70 years old) and construction of 28 new family units.

#### **FISCAL IMPACT**

The fiscal impact of this grant, if received, should be limited to administrative costs to the City, which are be recoverable up 5% of the total grant amount, or up to \$150,000.

#### **ATTACHMENTS:**

1. Resolution No. 2020-91 authorizing an application for the Permanent Local Housing Allocation Program.

**RESOLUTION NO. 2020-91**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY GUADALUPE  
AUTHORIZING AN APPLICATION FOR THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM**

**WHEREAS**, the California Department of Housing and Community Development (“Department”) is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)); and

**WHEREAS**, the Department issued a re-opening of Notice of Funding Availability (“NOFA”) dated 10/23/2020 under the Permanent Local Housing Allocation (PLHA) Program; and

**WHEREAS**, the City of Guadalupe (“Applicant”) is an eligible Local government who has applied for program funds to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation; and

**WHEREAS**, the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Guadalupe as follows:

1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA \$3,000,000 in accordance with all applicable rules and laws.
3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. Pursuant to section 302(c)(4) of the Guidelines, Applicant’s PLHA Plan is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.
5. Applicant certifies that it was delegated by the Housing Authority of the County of Santa Barbara to submit an application on its behalf and administer the PLHA grant award for the formula allocation of PLHA funds, pursuant to Guidelines Section 300(c) and 300(d), and the legally

binding agreement between the recipient of the PLHA funds and the Applicant is submitted with the PLHA application.

6. Intentionally left blank.
7. Intentionally left blank.
8. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
9. Intentionally left blank.
10. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
11. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
12. If an application is approved, the City Administrator, or designee, is authorized to enter into, execute and deliver the grant agreement (i.e., Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.
13. The City acknowledges compliance with all state and federal public participation requirements in the development of its application.
14. The City hereby authorizes and directs the City Administrator, or designee, to execute and deliver all applications and act on the City's behalf in all matters pertaining to all such applications.
15. If an application is approved, the City Administrator, Todd Bodem, or designee, is/are authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

**PASSED, APPROVED AND ADOPTED** at a regular meeting on the 24<sup>th</sup> day of November 2020 by the following vote:

**MOTION:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

I, Joice Earleen Raguz, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2020-91**, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held November 24, 2020, and that same was approved and adopted.

**ATTEST:**

\_\_\_\_\_  
Joice Earleen Raguz, City Clerk

\_\_\_\_\_  
Ariston Julian, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Philip Sinco, City Attorney

(EXHIBIT A)

Applicant's Plan

Applicant's Plan for Permanent Local Housing Allocation (PLHA) Funding

The proposed project that is the subject of this Plan is the sale/ transfer of ownership/replacement of the (52) Public Housing units known as Guadalupe Ranch Acre in Guadalupe, California. The units being replaced are comprised of (2) one-bedroom units, (16) two-bedroom units, (22) three-bedroom units, and (12) four-bedroom units. All existing buildings are 60 years old cinder block structures that collectively sit on approximately 7.5 acres. The proposed development will also include the addition of 28 new apartment units and a large child care center, community education and service center, and resident community center. The project will be completed in two construction phases to reduce tenant relocation impacts and will include the following upgrades: all new units with high energy efficiency and handicap accessible.

The Housing Authority of the County of Santa Barbara is the project developer. The Housing Authority has completed a HUD-compliant Relocation Plan for the phased demolition and construction of the new Project units. All temporarily-relocated households will, however, be provided with the right to return to the property once the Project is complete, and dependent upon the needs, preferences and economic status of the families to be relocated.

The development will serve residents whose income meets the 60% area median income or lower requirement.



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of November 24, 2020**

**Prepared by:**  
**Shannon Sweeney,**  
**Public Works Director / City Engineer**

**Approved by:**  
**Todd Bodem, City Administrator**

**SUBJECT:** Request from Guadalupe Commercial, LLC (CA), GB Land 9, LLC (CA) and Guadalupe Beach LLC (CA) (collectively LANDOWNERS), to the City of Guadalupe to accept (or decline) the transfer and assignment of Twitchell Yield for lots 1, 2, 3, 6, 9 and 10 of the Pasadera development.

**RECOMMENDATION:**

It is recommended that the City Council:

Adopt Resolution No. 2020-92 authorizing the Mayor to accept the transfer and assignment of the Twitchell Yield for APN's 113-450-001, 113-450-002, 113-450-003, 113-450-006, 113-450-009, and 113-450-010, from LANDOWNERS on behalf of the City of Guadalupe.

**BACKGROUND:**

In 1997, the Santa Maria Valley Water Conservation District ("SCMVWCD") filed a lawsuit to adjudicate water rights in the Basin (*Santa Maria Valley Water Conservation District vs. City of Santa Maria, et al., Case number 770214, Superior Court of the State of California, County of Santa Clara, June 30, 2005*). The City was a party to this lawsuit as were the City of Santa Maria, Southern California Water Company (now Golden State Water Company), and overlying landowners, all of whom are entitled to groundwater rights in the Basin.

In May 2004, the majority of the parties to the lawsuit, including the SMVWCD, negotiated a settlement agreement (i.e. the Stipulation) that set forth terms and conditions for a solution concerning the overall management of Basin water resources, including rights to use groundwater, State Water Project (SWP) water and associated return flows, and groundwater yield resulting from the operation of Twitchell and Lopez reservoirs. The Stipulation was signed by majority of overlying landowners in the Basin.

Twitchell Reservoir is operated as a flood control and water conservation reservoir. Releases of water stored in the reservoir are controlled to maximize recharge the groundwater basin through percolation in the Santa Maria Riverbed. The water returned to the Basin is referred to as Twitchell Yield. The Stipulation sets the annual amount of Twitchell yield at 32,000 acre-feet.

In accordance with the Stipulation, a court – appointed attaché was also formed, with representatives from all stipulating parties (water purveyors and overlying landowners) serving on the Twitchell Management Authority (TMA). The TMA is required to fund basin studies and yield enhancement projects for Twitchell Reservoir and Dam. The Stipulation further requires the water purveyors to fund eighty percent (80%) of the annual budget based on percentage of Twitchell Yield in acre-feet (AF), with the remaining twenty percent (20%) share of Twitchell Yield allocated to overlying landowners.

The City's annual share of Twitchell Yield before any transfers was approximately four percent (4%) of the total yield or about 1,300 AF. The annual cost to the City for its share of Twitchell Yield before any transfers was approximately \$26,406, or \$20.31/AF. Previous transfer of Twitchell Yield was already approved by the City from Pasadera lots 4 and 5 in 2018, for an additional annual cost of \$297.57.

#### **DISCUSSION:**

Overlying landowners located within the Basin are also entitled to a share of Twitchell Yield in accordance with the Stipulation. This right to use additional groundwater is useful for agricultural operations; however, it has no practical benefit for a landowner whose land is developed and not used for agricultural purposes.

Such is the case with LANDOWNERS, the current owners and developers of the Pasadera Project, which is being constructed on a portion of APN 113 – 080 – 024 (retired). The parcel has since been split into ten (10) lots, with two lots (Lots 4 and 5) already developed for residential housing (APNs 113 – 450 – 004 and 113 – 450 – 005) for which LANDOWNERS have already agreed to transfer the Twitchell Yield to the City, two lots sold to the Guadalupe Union School District (Lots 7 and 8), and lots 1, 2, 3, 6, 9, and 10 comprising DJ Farms North no longer used for agricultural purposes and soon to be developed.

One of the conditions of approval for the Pasadera Project is that all the houses and commercial projects that are constructed must connect to the City of Guadalupe's water system; as a result, the property owner has no way to use Twitchell Yield once connected to the City's water system. Because Twitchell Yield for these lots no longer have any practical benefit to these lots, LANDOWNERS is willing to assign its share of Twitchell Yield for these lots to the City. If accepted by the City Council, this additional Twitchell Yield will increase the City's legally available groundwater supplies.

The annual assessment for the Twitchell Yield for these lots is \$206.53. If the City Council decides to accept the assignment of the Twitchell Yield for these lots, the additional cost for the City would be \$206.53 annually.

If the City Council decides to accept the transfer of Twitchell Yield, LANDOWNERS will execute a Voluntary Permanent transfer of Twitchell Yield form identifying the City of Guadalupe as the recipient, and the City Clerk will prepare and certify a Certificate of Acceptance. Therefore, the City's assessment for its share of Twitchell Yield will increase by approximately \$206.53 per year from \$26,703.57 to \$26,910.10.

If the City Council decides to accept the Twitchell Yield for these lots in DJ Farms North, it is not obligated to accept any future offers of Twitchell Yield from LANDOWNERS (if any). In addition, if the City Council declines the Twitchell Yield for these lots, it will still be able to accept future offers of Twitchell Yield.



If the City Council decides not to accept LANDOWNERS's offer of Twitchell Yield for these lots, TMA can explore other options as the Twitchell Yield can be transferred to any other stipulating party.

**FISCAL IMPACT:**

Insignificant. The current amount the City pays each year to the TMA is \$26,703.57. If the Twitchell Yield transfer from these lots is accepted, the annual payment to the TMA will only increase approximately \$206.53 per year for additional 10.17 AF per year of Twitchell Yield rights.

**ATTACHMENTS:**

1. Resolution No. 2020-92 authorizing the Mayor to accept Twitchell Yield from LANDOWNERS for lots 1, 2, 3, 6, 9, and 10 of the Pasadera Development.

**RESOLUTION NO. 2020-92**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY GUADALUPE, CALIFORNIA ACCEPTING AN OFFER OF TWITCHELL YIELD FROM GB LAND 9, LLC (CA), GUADALUPE BEACH, LLC (CA), AND GUADALUPE COMMERCIAL, LLC (CA), (COLLECTIVELY LANDOWNERS) FOR LOTS 1, 2, 3, 6, 9, AND 10 OF THE PASADERA DEVELOPMENT**

**WHEREAS**, in 1997, the Santa Maria Valley Water Conservation District (“SMVWD”) filed a lawsuit to adjudicate water rights in the Santa Maria Valley Groundwater Basin (“Basin”) (*Santa Maria Valley Water Conservation District vs. City of Santa Maria et al.*, Case number 770214, Superior Court of the State of California, County of Santa Clara, June 30, 2005) ; and

**WHEREAS**, the City of Guadalupe was party to this lawsuit, as were the City of Santa Maria, Southern California Water Company (now Golden State Water Company), and overlying landowners, all of whom are entitled to groundwater rights in the Basin; and

**WHEREAS**, in May 2004, the majority of the parties to the lawsuit negotiated a settlement agreement that set forth terms and conditions for a solution concerning the overall management of Basin water resources, including rights to use groundwater in the Basin; and

**WHEREAS**, the Twitchell Reservoir is operated as a flood control and water conservation reservoir that releases water stored in the reservoir to maximize recharge the groundwater basin through percolation in the Santa Maria Riverbed, which is referred to as Twitchell Yield; and

**WHEREAS**, the Stipulation sets the annual amount of Twitchell Yield at 32,000 AF of which eighty percent (80%) was allocated to the Water Purveyors (e.g., the City of Santa Maria, the City of Guadalupe, and Golden State Water Company), and the remaining twenty percent (20%) was allocated to the overlying landowners; and

**WHEREAS**, the City of Guadalupe’s original annual share before water rights transfers was approximately four percent (4%) of the Twitchell Yield, or about 1,300 AF, and annual cost to the City for its original share of Twitchell Yield was approximately \$26,406, or \$20.31/AF; and

**WHEREAS**, the overlying landowners located within the Basin are also entitled to a share of Twitchell Yield in accordance with the Stipulation, including GB Land 9 Company, LLC (CA), Guadalupe Beach, LLC (CA), and Guadalupe Commercial, LLC (CA), (collectively “LANDOWNERS”), the current owners and developers of the Pasadera Project, which is being constructed on a portion of APN 113 – 080 – 024 (retired); and

**WHEREAS**, retired parcel APN 113 – 080 – 024 has been split into ten (10) lots, with Twitchell Yield from two lots (Lots 4 and 5) already approved for transfer to the City (APNs 113 – 450 – 004 and 113 – 450 – 005); and

**WHEREAS**, one of the conditions of approval for the Pasadera Project is that all of the homes and commercial projects that are constructed must connect to the City of Guadalupe’s water system, and as

a result, the property owner has no way to use the Twitchell Yield once connected to the City's water system; and

**WHEREAS**, because Twitchell Yield for lots 1, 2, 3, 6, 9, and 10 of the Pasadera Project no longer have any practical benefit to LANDOWNERS, LANDOWNERS are willing to assign its share of Twitchell Yield for these lots to the City; and

**WHEREAS**, the Twitchell Yield for Lot 1 (6.92 acres) is 1.66 AF, 2.38 AF/year for Lot 2 (9.93 acres), 1.11 AF/year for Lot 3 (4.65 acres), 1.57 AF/year for Lot 6 (6.56 acres), 3.02 AF/year for Lot 9 (12.63 acres), and 0.43 AF/year for Lot 10 (1.78 acres) for a combined annual assessment of \$206.53.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Guadalupe as follows:

**Section 1.** The City Council accepts the offer from LANDOWNERS to transfer a total of 10.17 AF/year of Twitchell Yield for Lots 1, 2, 3, 6, 9, and 10 in total and authorizes payment to the Twitchell Management Authority for the annual assessment of these lots in the total amount of \$206.53.

**Section 2.** The City Council hereby authorizes the City Clerk to prepare and certify a Certificate of Acceptance of the Voluntary Permanent Transfer of Twitchell Yield form executed by LANDOWNERS identifying the City of Guadalupe as the recipient.

**PASSED, APPROVED AND ADOPTED** at a regular meeting on the 24th day of November 2020 by the following vote:

**MOTION:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

I, Joice Earleen Raguz, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2020-92**, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held November 24, 2020, and that same was approved and adopted.

**ATTEST:**

\_\_\_\_\_  
Joice Earleen Raguz, City Clerk

\_\_\_\_\_  
Ariston Julian, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Philip Sinco, City Attorney



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE  
Agenda of November 24, 2020**

*Sonia Rios*

Prepared by:  
Sonia Rios-Ventura, RCDCC  
Community Development Manager

Approved by:  
Todd Bodem, City Administrator

**SUBJECT:** Adoption of resolution for Andrew Goodwin Design's Additional Service #3 Agreement for the LeRoy Park and Community Center renovation.

**RECOMMENDATION:**

It is recommended that the City Council adopt Resolution No. 2020-93 to approve Andrew Goodwin Design's Additional Service Agreement #3.

**DISCUSSION:**

The City entered into an agreement with Andrew Goodwin Design (AGD) in March 2019 and the resolution stated that the City Administrator was authorized to approve any necessary, unanticipated, minor amendments to the agreement consistent with the intent of the agreement including additional costs up to 15% of the agreement. Once construction at LeRoy Park started it was discovered that special inspection was going to be needed. In order for the City to hire a special inspector the City would need to follow the CDBG procurement process, which can take more than 3 weeks. To not delay the project, it was decided that AGD would hire the special inspector as a subcontractor. AGD's budget also didn't account for doing two sealed bid processes and they also asked for a budget increase to ensure they could do their construction administration throughout the whole project. The special inspection needed (\$32,682.50) and the budget increase for AGD (\$17,600) totaled \$50,282.50. Andrew Goodwin Design's original agreement was for \$423,590 and 15% of this is \$63,538.50. The City Administrator was able to approve these necessary cost increases since they fell under the 15%.

On September 14th, 2020 a LeRoy Park Community Center steel column was uncovered that had a significant amount of water damage. After the structural engineer evaluated it, it was determined that it needed to be replaced. In order to replace the column AGD would need another additional service agreement for the steel column inspector and designer. This was split up into two additional services in order to prevent any delays on the project. The additional service for the steel column inspector (\$9,388.50) was also approved by the City Administrator as adding these to the other additional services still fell under the 15% cost increase. The additional service for the design of the steel column went over the 15% by \$4,002.50, and the City Administrator was not able to approve it without City Council

approval. This AGD additional service is needed in order for the structural engineer subcontractor to design the new steel column for the LeRoy Park Community Center.

**FISCAL IMPACT**

The CDBG project budget will be used to cover this additional cost.

**ATTACHMENTS:**

1. Resolution No. 2020-93
2. Andrew Goodwin Design's additional service #3 agreement

**RESOLUTION NO. 2020-93**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY GUADALUPE  
ADOPTING ANDREW GOODWIN DESIGN ADDITIONAL SERVICE #3 AGREEMENT FOR THE LEROY PARK  
AND COMMUNITY CENTER RENOVATION**

**WHEREAS**, the City of Guadalupe owns and maintains LeRoy Park and Community Center; and

**WHEREAS**, the City received a grant of \$4.1 million to renovate LeRoy Park and Community Center; and

**WHEREAS**, the City entered into an agreement with Andrew Goodwin Design in March 2019 to provide certain services for the renovation of LeRoy Park and Community Center; and

**WHEREAS**, the City Administrator is only allowed to approve necessary budget increases up 15% of Andrew Goodwin Design's original budget of \$423,590; and

**WHEREAS**, Andrew Goodwin Design's request for additional services totals more than the allowable 15%.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Guadalupe that the attached Additional Service #3 Agreement with Andrew Goodwin Design is approved and the Mayor is authorized to sign the agreement on behalf of the City.

**PASSED, APPROVED AND ADOPTED** at a regular meeting on the 24th day of November 2020 by the following vote:

**MOTION:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

I, Joice Earleen Raguz, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2020-93**, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held November 24, 2020, and that same was approved and adopted.

**ATTEST:**

\_\_\_\_\_  
Joice Earleen Raguz, City Clerk

\_\_\_\_\_  
Ariston Julian, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Philip Sinco, City Attorney



**ANDREW GOODWIN DESIGNS**  
DESIGN | ARCHITECTURE | PLANNING

**ADD SERVICE #3 AGREEMENT**

AGREEMENT made as of: November 11, 2020

Between the OWNER: City of Guadalupe  
918 Obispo Street  
Guadalupe, CA 93434

and the ARCHITECT: Andrew Goodwin, AIA  
Andrew Goodwin Designs  
2050 Parker Street, San Luis Obispo, CA 93401 (805-439-1611)

for the following Project: Add Service #3 for Steel Column Investigation

**SECTION 1: SCOPE OF SERVICES:**

- 1.1 Andrew Goodwin Designs (AGD)' services consist of those described in this section. This agreement is for the addition of hours for the already contracted Construction Administration of the LeRoy Park and Community Center Rehabilitation Project between the City of Guadalupe and AGD dated March 26, 2019 and the addition of Structural Engineering by Taylor & Syfan add services dated August 13, 2019. See Exhibit A for the contract proposal from Taylor & Syfan. The work performed by Taylor & Syfan will be in regards to the Steel Column investigation and engineering required to fix the existing conditions. Taylor & Syfan's original contract of Construction Administration still applies.
- 1.2 All services performed outside of these services listed in the previous contract and below shall be considered Additional Services. Additional Services will be billed at an hourly rate or as agreed upon by the Client and Consultant(s).

**SCOPE OF SERVICES BREAK-DOWN**

**TASK 1: STRUCTURAL STEEL INVESTIGATION**

1. Field investigation to determine extent of damage and coordination with testing/inspection personnel
2. Review of existing information, determination of testing criteria, coordination with testing lab to determine type of tests and number required.
3. Review of testing reports, site reports, submittal documents (including shoring documents provided by others), and analysis of data
4. Recommendations on remediation/replacement measures
5. Structural details and markups to facilitate remediation/replacement measures
6. Field verification of installed remediation/replacement measures

**EXCLUSIONS**

The exclusions included in the previous contract are still valid. No further exclusions are required other than those included in the Exhibit A proposal from Taylor & Syfan and those in the previous Agreement between the City of Guadalupe and AGD.

**SECTION 2: COMPENSATION**

2.1 The work described in Section 1 will be billed monthly by Andrew Goodwin Designs, and the work will be performed on an hourly basis per the Rate Schedule below.

TASK	Description	Rate	Cost
1	SPECIAL INSPECTIONS Taylor & Sytan Andrew Goodwin Designs	Fixed Fixed 10%	\$7200.00 \$720.00
	<b>TOTAL</b>		<b>\$7,920.00</b>

**Note:** Hourly rate/fees for professional services only and does not include Reimbursable Expenses.

**Rate Schedule for AGD (existing Rate Schedules for consultants still applicable from original contract)**

- Principal Architect/Stamping \$150.00
- Principal Design/Senior Project Manager \$110.00
- Professional Designer/Project Manager \$90.00
- Architectural Designer/Rendering \$75.00
- Clerical/Intern \$60.00

**SECTION 3: ACCEPTANCE**

3.1 Commencement of the outlined work above may immediately after the receipt of this signed proposal, the initial payment indicated in Section 2, and a complete contract if client requires.

Your signature below indicates your acceptance of this agreement. This proposal is valid for 30 days.

Sincerely,



**Andrew Goodwin, AIA, LEED AP**  
Architect, Owner

\_\_\_\_\_  
Client Acceptance Date Phone

Print Name: \_\_\_\_\_



**EXHIBIT A: AGREEMENT from TAYLOR & SYFAN:**



**CENTRAL COAST**  
 684 Clarion Court  
 San Luis Obispo, CA 93401  
 805.547.2000

**SOUTHERN CA**  
 553 S. Oak Knoll Ave.  
 Pasadena, CA 91101  
 626.793.7438

**NORTHERN CA**  
 416 B St., Suite C  
 Santa Rosa, CA 95401  
 707.636.4900

800.579.3881  
 www.taylorsyfan.com

August 13, 2019

Page 1 of 2

City of Guadalupe  
 c/o Jack Boyce  
 918 Obispo St., Guadalupe, CA 93434

**Re: LeRoy Park Community Center - Addendum #1  
 4689 11th St., Guadalupe, CA 93434**

Dear My Boyce:

At the request of Michael DiMartini, we are pleased to submit this addendum proposal to provide additional structural engineering services for your project. This constitutes an addendum to the contract for dated 14 February 2019, between City of Guadalupe (the Client) and Taylor & Syfan Consulting Engineers, Inc. (the Consultant). All terms of the original agreement listed above remain in full force and effect for this addendum.

**PROJECT DESCRIPTION:**

This addendum proposal is for revisions and new design to the existing building steel columns including:

1. Field investigation to determine extent of damage and coordination with testing/inspection personnel
2. Review of existing information, determination of testing criteria, coordination with testing lab to determine type of tests and number required.
3. Review of testing reports, site reports, submittal documents (including shoring documents provided by others), and analysis of data
4. Recommendations on remediation/replacement measures
5. Structural details and markups to facilitate remediation/replacement measures
6. Field verification of installed remediation/replacement measures

**SCOPE OF SERVICES:**

1. Per the original agreement.

**COMPENSATION:**

<b>Design Phases for Addendum 1: Fixed Fee</b>	<b>\$7,200.00</b>
<b>Construction Phases &amp; Services by Request: Hourly Fees:</b>	<b>Per the Original Agreement</b>

*\* It is understood that the amount listed above is only an "estimate." It is not a binding limit on the hours that may be billed.*

<b>2019 Hourly Rates:</b>	Principal Engineer	\$200.00
	Project Manager	\$175.00
	Senior Engineer	\$150.00
	Project Engineer	\$125.00
	Junior Engineer / CAD Tech.	\$100.00
	Administrative	\$75.00
<i>(Rates are next scheduled for review on January 1, 2021)</i>		

**ADDITIONAL INFORMATION:**

ARCHITECTURALS: The Architect is to provide CAD base sheets (in .dwg, .dxf, or .vwx format) of wall layouts and additional drawings as needed to perform structural design. The Client agrees that architectural aspects of the Project including but not limited to flashing, waterproofing, and satisfying Building Department architectural requirements are the responsibility of an Architect or Architectural Designer commissioned by the Client.

**CLIENT ACCEPTANCE:**

Please indicate understanding and agreement to the terms of this proposal by signing below and returning it to the office with the initial payment. Projects are scheduled to begin in the order approved agreements and CAD files are received. This proposal is valid, as dated, for a period of 30 days.

Respectfully submitted,

**TAYLOR & SYFAN CONSULTING ENGINEERS, INC.**



Joe J. Neal, P.E., LEED AP  
Principal  
CA License No. C78971

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**Client Acceptance:**

**Date:**

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**Printed Name:**



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of November 24, 2020**

**Prepared by:**  
**Shannon Sweeney, Public Works Director**

**Approved by:**  
**Todd Bodem, City Administrator**

**SUBJECT:** Short Range Transit Plan (SRTP) Update (Technical Memo #5).

**RECOMMENDATION:**

That City Council and public receive an update on the SRTP, including operational, financial, and capital plans (Technical Memo #5).

**BACKGROUND:**

The City of Guadalupe entered into a contract with SMOOTH Inc. for its transit operations. Transit in Guadalupe includes the Guadalupe Flyer (Flyer), which operates a 75-minute round trip that includes the City of Santa Maria transit center and various points throughout Guadalupe. There is also an on-demand shuttle (Shuttle) that runs between 10 a.m. and 4 p.m. on weekdays. Paratransit operations are also available for locations throughout Guadalupe, Santa Maria, and Orcutt.

A SRTP evaluates the current transit operations, reviews existing and potential revenue sources, assesses community development, identifies potential service options to address demand, identifies a preferred alternative, and prepares an implementation plan.

The last City of Guadalupe SRTP was completed in July 2014 and was valid through June 2020. Significant community development has occurred since that time and a new SRTP was warranted. Also, maintaining an updated SRTP helps the City maintain its eligibility for state and federal transit funding as well as improve the City's ability to compete for grant opportunities associated with transit programs.

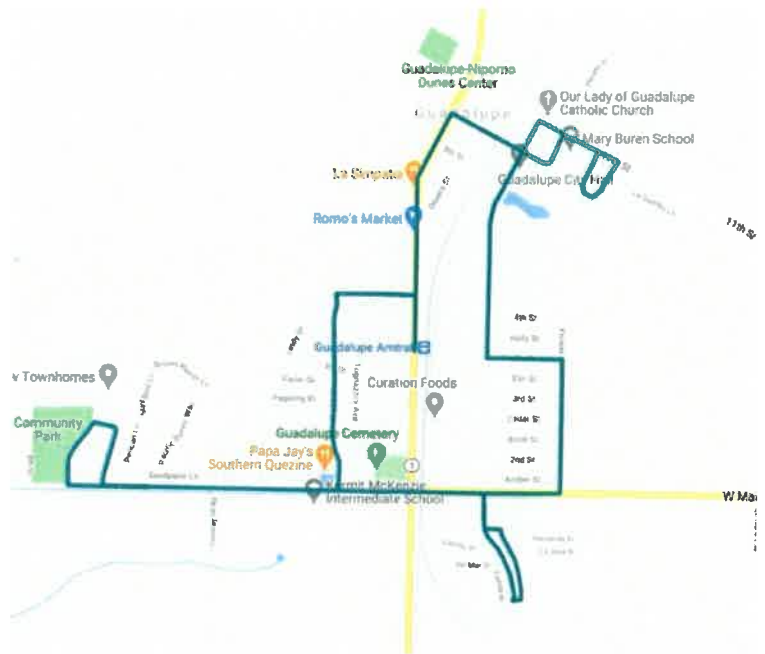
A consultant presentation regarding the SRTP recommendations was provided at the City Council meeting on August 11, 2020. A follow-up presentation regarding performance metrics was provided by staff on August 25, 2020. Following those presentations, the Council recommended further development of Option C, which would split the Flyer into an Express route traveling between Guadalupe and Santa Maria and a Local route which would operate within Guadalupe. Option C includes both a traditional fixed-route with ADA paratransit option as well as a deviated fixed-route option (which employs route deviations to provide curb-to-curb service for paratransit customers). The Council also requested further exploration of Option E, which would reduce service on Sunday, and Option F, which

would provide weekend and/or evening service through subsidized ridesharing (such as taxis, Uber, or Lyft).

**DISCUSSION:**

Technical Memo #5 includes further development of the three recommendations selected by the Council, including service maps and schedules, financial plans, and capital plans. The same routing would be utilized for both fixed-route and deviated fixed-route options.

The Local route would operate on a 27-minute headway, offering service at each bus stop every 30 minutes. The proposed route alignment largely mirrors the existing Flyer route within Guadalupe, yet extends service into the Pasadera and Escalante Meadows residential developments. Operating in an approximate clockwise loop, it would utilize the Guadalupe Amtrak station as a transfer point between the Local route, Express route, and Amtrak. In doing so, the three minutes of recovery time would serve as a buffer for periodic delays due to trains as well as the flexibility to add stops or service areas, or accommodate route deviations (should a deviated fixed-route service be preferred).



The proposed Express route reflects the intercommunity portion of the existing Guadalupe Flyer route alignment, yet terminates at the Guadalupe Amtrak station without making a loop through Guadalupe. Assuming an average travel speed of 28 miles per hour, the proposed routing would have a headway of 40 minutes, and would include layovers at the Guadalupe Amtrak station and Santa Maria Transit Center of ten minutes each trip. This approach would result in a 60-minute service frequency, which addresses late-running along Highway 166 due to traffic congestion as well as potential delays caused by trains.



Schedules were designed to facilitate connections between the Local and Express routes, with Pacific Surfliner service at the Guadalupe Amtrak station, and with RTA Route 10 in Santa Maria.

On Sunday, under Option E, a single Sunday Route (consisting of the combined Express and Local routes) would be operated by a single vehicle, similar to the service currently being offered, except on a 90-minute schedule.

Under Option F, service would operate as described above through 6:00 p.m. on weekdays. Service after 6:00 p.m. on weekdays and between 8:00 a.m. and 8:00 p.m. on Saturday and Sunday would be provided through a negotiated relationship with a local taxi company, Uber, or Lyft.

Financial forecasts for all scenarios are detailed within the memo and summarized in the table below. The new service would be implemented in FY 2022/23.

Scenario	FY 2022/23 cost	Fully funded in FY 2023?	Fully funded in future years?	Meets 10% farebox recovery?
Status quo	\$586,494	Yes	Yes	Yes
Fixed-route with reduced Sunday service	\$752,002	No	No	Yes
Deviated fixed-route with reduced Sunday service	\$681,928	Yes	No	Yes
Fixed-route with TNC/taxi service	\$620,226	Yes	Yes	Yes
Deviated fixed-route with TNC/taxi service	\$626,827	Yes	Yes	Yes

Under several scenarios, additional funding sources would be necessary to ensure adequate funding for the service, although two scenarios are fully funded through the five-year planning horizon of the Plan. Such sources could include grants, partner contributions, or contributions from the City's General Fund. Any locally generated funding could also be used to supplement the farebox recovery ratio, ensuring future compliance with the requirements of the Transportation Development Act (TDA).

It should also be noted that two of the least costly scenarios (those with the TNC/taxi service) would depend on the availability of sufficient taxi or Uber/Lyft providers in order to be implemented.

There are few additional capital costs beyond scheduled fleet replacement. The Local fixed route will require the installation of three new bus stops at/near Pasadera and Escalante Meadows, as well as the relocation of one bus stop that would no longer be served.

**ATTACHMENT:**

1. Technical Memo #5

## Technical Memo #5<sup>1</sup>

### Operations, Financial, and Capital Plans

On August 11, 2020, seven service scenarios were presented to the Guadalupe City Council for consideration. Several City Council members as well as residents attending the meeting provided comments/feedback. The Council requested City staff return at the next meeting with additional performance metrics. Following the second presentation by staff on August 25, 2020, the Council's consensus was to move ahead with Options C, E, and F. Option C would divide Guadalupe Flyer service into an Express portion and an in-town portion, eliminating the need for the on-demand Shuttle service. Options E and F are add-on scenarios that would reduce Guadalupe Flyer service on Sunday (Option E) and introduce evening and/or weekend service through a subsidized fare agreement with Uber, Lyft, and local taxis (Option F).

The following sections include Operations, Financial, and Capital Plans for each of the preferred scenarios.

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<sup>1</sup>This version has been updated to reflect actual operating data from FY 2018/19 and FY 2019/20 provided by SMOOTH.



## Short Range Transit Plan

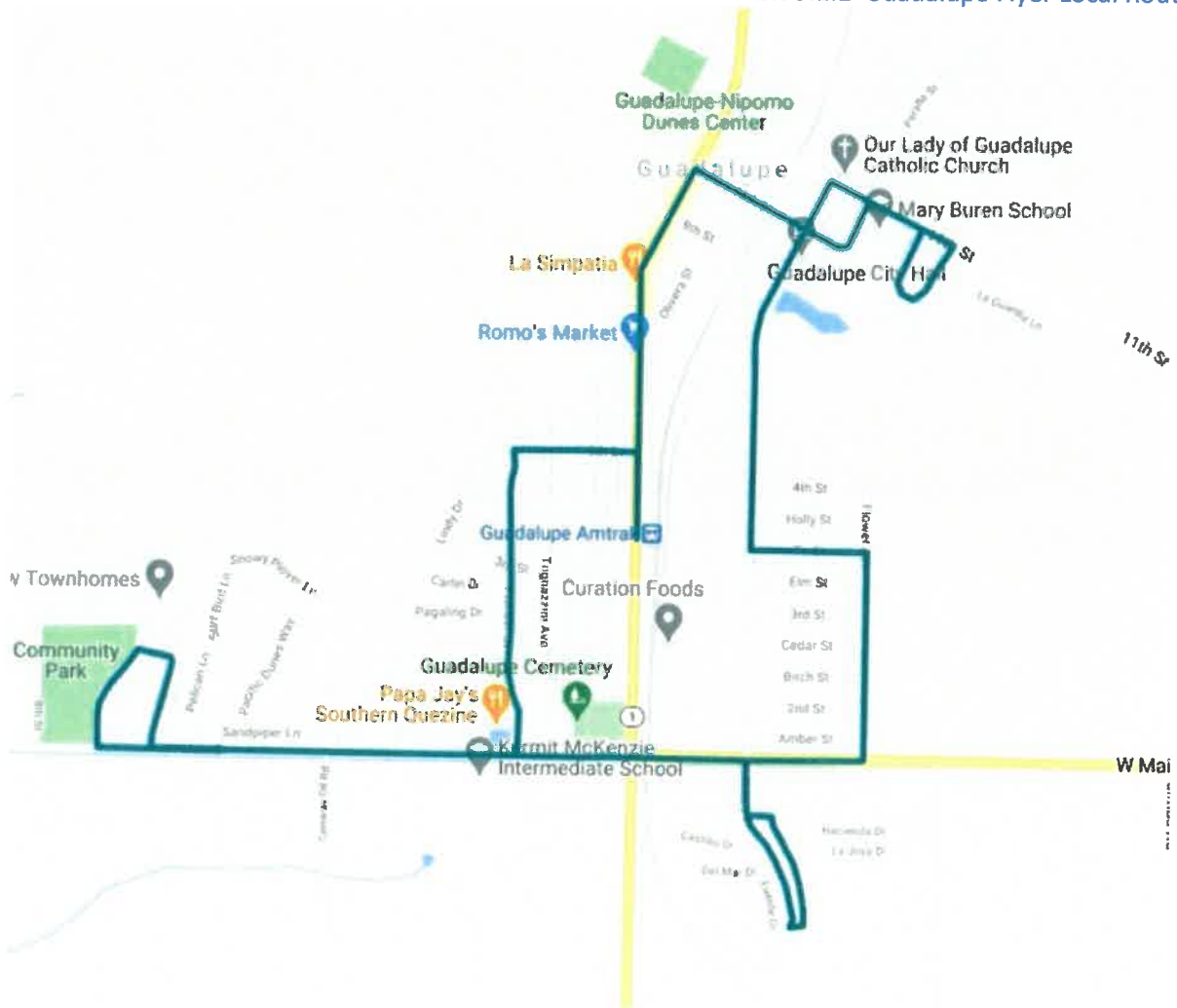
City of Guadalupe

Technical Memo #5

### 5.1 Two-Route Guadalupe Flyer Operations Plan

This option proposes to divide the historic Guadalupe Flyer service into Local and Express service components. The Local route would operate on a 27-minute headway, with service at each bus stop every 30 minutes. The proposed route alignment largely mirrors the existing Flyer route within Guadalupe, yet extends service into the Pasadera and Escalante Meadows residential developments. Operating in a chiefly clockwise loop, the route would utilize the Guadalupe Amtrak station as a transfer point between the Local route and the Express route and Amtrak. In doing so, the three minutes of recovery time would serve as a buffer for periodic delays due to trains as well as the flexibility to add stops or service areas, or accommodate route deviations (should a deviated fixed-route service be preferred). This operating scenario assumes a 14 mile-per-hour average travel speed.

Exhibit 5.1.1 Guadalupe Flyer Local Route





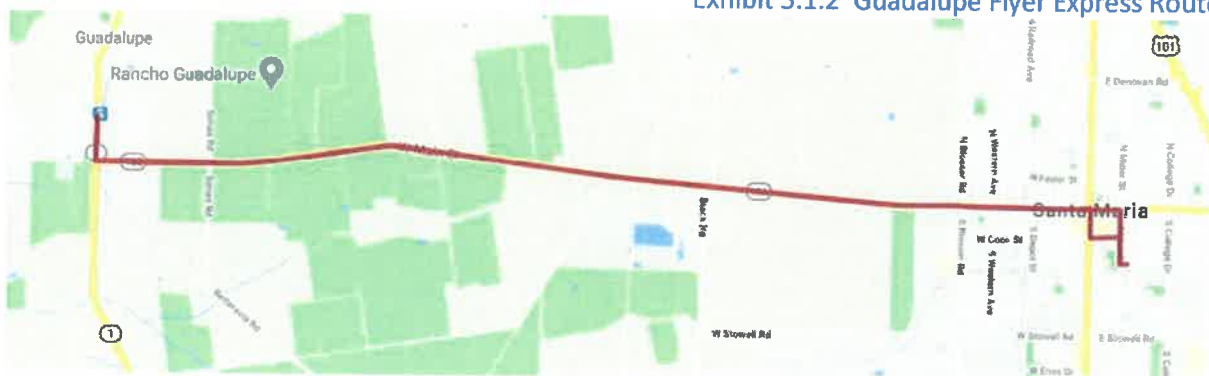
## Short Range Transit Plan

### City of Guadalupe

#### Technical Memo #5

The proposed Express route reflects the inter-community portion of the existing Guadalupe Flyer route alignment, yet terminates at the Guadalupe Amtrak station without making a loop through Guadalupe. Assuming an average travel speed of 28 miles per hour, the proposed routing would have a headway of 40 minutes, and layovers at the Guadalupe Amtrak station and Santa Maria Transit Center of ten minutes each trip. This approach would result in a 60-minute service frequency, which addresses late-running along Highway 166 due to traffic congestion as well as train-related delays.

Exhibit 5.1.2 Guadalupe Flyer Express Route



Monday through Saturday, service will be operated using two vehicles. The Local route would depart the Guadalupe Amtrak station at 7:00 a.m., connecting with the Express route for its 7:30 a.m. return to Santa Maria. The Local route would serve the Amtrak station at the top and bottom of each hour (:00 and :30) between 7:00 a.m. and 8:00 p.m., with a three-minute recovery to facilitate transfers to the Express route and/or accommodate service delays. The Express route would begin its service day at the Santa Maria Transfer Center at 7:00 a.m. and depart the Guadalupe Amtrak station every hour (at the bottom of the hour). Ten-minute recovery periods in Santa Maria and at the Amtrak station would accommodate possible delays in both directions along Highway 166 as well as incorporate time for driver breaks. The proposed schedule also supports improved connectivity (i.e., relatively short wait times) with most SMAT routes.

While a clockface schedule is highly effective throughout most of the day, the schedule includes two exceptions to support connections with Amtrak service. The 7:30 a.m. Local departure would be delayed until 7:34 a.m. to accommodate arriving riders on the southbound Amtrak *Pacific Surfliner* that arrives at 7:31 a.m. The 7:30 p.m. departure would be delayed until 7:40 p.m. to accommodate arriving riders on the northbound Amtrak *Pacific Surfliner* at 7:38 p.m. The 7:27 p.m. Local arrival allows ample time for riders to catch the 7:38 p.m. northbound train.

The Express route service to Santa Maria at the top of the hour facilitates connectivity with RTA Route 10, which departs the Santa Maria Transit Center at 14 minutes past the hour.

On Sunday, service would be operated using a single bus covering both routes, essentially functioning as a single route. This is discussed in more detail in Section 5.2.

5.1.3 Proposed Service Schedule – Local Route (Monday – Saturday)

Depart Amtrak Station	Arrive Amtrak Station
7:00 AM	7:27 AM
7:34 AM*	8:01 AM
8:01 AM	8:28 AM
8:30 AM	8:57 AM
9:00 AM	9:27 AM
9:30 AM	9:57 AM
10:00 AM	10:27 AM
10:30 AM	10:57 AM
11:00 AM	11:27 AM
11:30 AM	11:57 AM
12:00 PM	12:27 PM
12:30 PM	12:57 PM
1:00 PM	1:27 PM
1:30 PM	1:57 PM
2:00 PM	2:27 PM
2:30 PM	2:57 PM
3:00 PM	3:27 PM
3:30 PM	3:57 PM
4:00 PM	4:27 PM
4:30 PM	4:57 PM
5:00 PM	5:27 PM
5:30 PM	5:57 PM
6:00 PM	6:27 PM
6:30 PM	6:57 PM
7:00 PM	7:27 PM
7:40 PM^	8:06 PM

*\*This trip would not depart at 7:30 a.m. so as to ensure connectivity with the 7:31 a.m. Pacific Surfliner. The 7:34 a.m. departure could also wait up to five additional minutes for a late train. This could result in a late departure for the next trip, but the time would likely be made up within two trips.*

*^ This trip would not depart at 7:30 p.m. so as to ensure connectivity with the 7:38 p.m. Pacific Surfliner. As the last trip of the day, it could wait up to 10 minutes for a late train.*



**Short Range Transit Plan**

City of Guadalupe

Technical Memo #5

**5.1.4 Proposed Service Schedule – Express Route (Monday – Saturday)**

Depart Santa Maria Transit Center	Arrive Amtrak Station	Depart Amtrak Station	Arrive Santa Maria Transit Center
7:00 AM	7:20 AM	7:30 AM	7:50 AM
8:00 AM	8:20 AM	8:30 AM	8:50 AM
9:00 AM	9:20 AM	9:30 AM	9:50 AM
10:00 AM	10:20 AM	10:30 AM	10:50 AM
11:00 AM	11:20 AM	11:30 AM	11:50 AM
12:00 PM	12:20 PM	12:30 PM	12:50 PM
1:00 PM	1:20 PM	1:30 PM	1:50 PM
2:00 PM	2:20 PM	2:30 PM	2:50 PM
3:00 PM	3:20 PM	3:30 PM	3:50 PM
4:00 PM	4:20 PM	4:30 PM	4:50 PM
5:00 PM	5:20 PM	5:30 PM	5:50 PM
6:00 PM	6:20 PM	6:30 PM	6:50 PM

The proposed division of the route into two sections is expected to result in increased ridership due to improved service reliability, more frequent service, and reduced travel time. However, the addition of service will also result in additional cost. Some of the cost can be offset by the introduction of a deviated fixed-route service within Guadalupe, which would eliminate the need for a separate (parallel) ADA Paratransit service. However, continuation of ADA Paratransit service linking Guadalupe and Santa Maria could be provided through a separate agreement with SMOOTH.

It should be noted the operations contract with SMOOTH includes a provision for renegotiation of the cost per revenue hour if the total vehicle service hours change by more than 20 percent. Both the fixed-route and deviated fixed-route scenarios exceed this threshold.

**5.1.5 Status Quo Operating Costs, Monday - Saturday (FY 2018/19 data)**

	Daily VSH	Annual VSH	Cost/VSH	Annual Cost
Guadalupe Flyer - Mon - Sat	13.58	4,155.48	\$43.51	\$180,804.93
Guadalupe Shuttle – Mon - Sat	5.50	1,397.00	\$43.51	\$60,783.47
ADA Paratransit	2.08	750.00	\$47.90	\$35,925.00
<b>Total</b>	<b>22.02</b>	<b>6,452.48</b>		<b>\$277,513.40</b>



## Short Range Transit Plan

City of Guadalupe

Technical Memo #5

### 5.1.6 Fixed-Route and ADA Paratransit Cost Estimate, Monday - Saturday

Fixed route	Daily VSH	Annual VSH	Cost/VSH	Annual Cost
Local Route - Mon - Sat	13.10	4,008.60	\$43.51	\$174,414.19
Express Route - Mon - Sat	11.83	3,619.98	\$43.51	\$157,505.33
ADA Paratransit	2.08	750.00	\$47.90	\$35,925.00
<b>Total</b>	<b>27.87</b>	<b>9,616.48</b>		<b>\$367,844.52</b>

### 5.1.7 Deviated Fixed-Route Cost Estimate, Monday - Saturday

Deviated fixed route	Daily VSH	Annual VSH	Cost/VSH	Annual Cost
Local Route - Mon - Sat	13.10	4,008.60	\$43.51	\$174,414.19
Express Route - Mon - Sat	11.83	3,619.98	\$43.51	\$157,505.33
<b>Total</b>	<b>24.93</b>	<b>7,628.58</b>		<b>\$331,919.52</b>

*(Note: Cost estimates in Sections 5.1 through 5.3 include comparisons for contractor costs only. Additional operating costs are reflected within each scenario's Financial Plan in Section 5.4.)*

## 5.2 Reduction of Sunday Service

This service scenario assumes the recommendations made in Section 5.1 would be implemented. Its primary impact is reduced Sunday service, thereby reducing operating cost while still providing access to Santa Maria as well as within Guadalupe.

The most efficient strategy essentially combines the Local and Express routes into a single route, similar to how the Flyer currently operates. The Sunday service would start in Santa Maria to minimize deadhead time. Upon arriving at the Amtrak station in Guadalupe, it would make a full trip on the Local route. Upon returning to the Amtrak station, it would then make a round trip to the Santa Maria Transit Center using the Express routing. Sunday service would maintain the same clockface schedule as Monday through Saturday service, though the bus would run less frequently. An entire trip, inclusive of a loop through Guadalupe and a round trip to Santa Maria, would have a run time of 90 minutes. This allows the route to accommodate the additional stops within Guadalupe and scheduled route deviations as well as any traffic congestion on Highway 166.

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Exhibit 5.2.1 Proposed Sunday Route Schedule

Eastbound		Westbound		In Town	
Depart Amtrak Station	Arrive Santa Maria Transit Center	Depart Santa Maria Transit Center	Arrive Amtrak Station	Depart Amtrak Station	Arrive Amtrak Station
		8:30 AM	8:50 AM	9:00 AM	9:27 AM
9:30 AM	9:50 AM	10:00 AM	10:20 AM	10:30 AM	10:57 AM
11:00 AM	11:20 AM	11:30 AM	11:50 AM	12:00 PM	12:27 PM
12:30 PM	12:50 PM	1:00 PM	1:20 PM	1:30 PM	1:57 PM
2:00 PM	2:20 PM	2:30 PM	2:50 PM	3:00 PM	3:27 PM
3:30 PM	3:50 PM	4:00 PM	4:20 PM	4:30 PM	4:57 PM
5:00 PM	5:20 PM	5:30 PM	5:50 PM	6:00 PM	6:27 PM
6:30 PM	6:50 PM				

If the Monday through Saturday service is fixed-route with ADA Paratransit, then the Sunday service would also need to provide ADA Paratransit service. Alternatively, if Monday through Saturday service is a deviated fixed-route service, then ADA Paratransit service would not be required. Cost estimates for Sunday service are provided below. (All Sunday cost estimates reflect the higher Sunday hourly rate used in FY 2018/19 for comparison purposes.)

Exhibit 5.2.2 Status Quo Sunday Service Costs (FY 2018/19 Data)

Current (Status Quo) (FY 2019)	Daily VSH	Annual VSH	Cost/VSH	Annual Cost
Guadalupe Flyer - Sunday	9.83	540.65	\$84.47	\$45,668.71
ADA Paratransit	2.08	114.40	\$47.90	\$5,479.76
<b>Total</b>	<b>11.91</b>	<b>655.05</b>		<b>\$51,148.47</b>

Exhibit 5.2.3 Fixed-Route Reduced Sunday Route Service Costs

Fixed-Route and ADA Paratransit	Daily VSH	Annual VSH	Cost/VSH	Annual Cost
Sunday Route	10.33	568.15	\$84.47	\$47,991.63
ADA Paratransit	2.08	114.40	\$47.90	\$5,479.76
<b>Total</b>	<b>12.41</b>	<b>682.55</b>	<b>\$216.84</b>	<b>\$53,471.39</b>

Exhibit 5.2.4 Deviated Fixed-Route Reduced Sunday Route Service Costs

Deviated Fixed-Route	Daily VSH	Annual VSH	Cost/VSH	Annual Cost
Sunday Route	10.33	568.15	\$84.47	\$47,991.63
<b>Total</b>	<b>10.33</b>	<b>568.15</b>	<b>\$168.94</b>	<b>\$47,991.63</b>

### **5.3 Evening and/or Weekend Service through a Subsidized Uber/Lyft/taxi agreement**

This service scenario would eliminate the City's historic public transit service during evenings and/or weekends, relying instead on negotiated subsidized fare service provided by a Transportation Network Company (TNC) such as Uber, Lyft, or a local taxi company. The primary benefits of this service alternative are two-fold. First, the cost of providing the service is tied directly to demand. Unless a ride is requested, there would be no direct cost. Historically, the fixed-route service operates even if no one rides; and a driver, vehicle, and support staff must be available to provide on-demand service during all operating hours. This service alternative would also provide curb-to-curb service throughout Guadalupe as well as into Santa Maria/Orcutt. Second, the City could potentially adjust the level of service based on funding availability. For example, the City could agree to subsidize a specified number of rides each month, or set a cap on the number of daily rides offered.

Logistically, this recommendation may be more challenging to implement, as it requires not only coordination with a TNC or taxi company, but also additional marketing and promotion to educate the community about the service. TNC rides are typically booked using a smartphone, while taxi rides may be scheduled by phone or other methods (depending upon availability). Introduction of either option would be contingent upon there being one or more taxi companies willing to participate in the program and/or a sufficient supply of TNC drivers available during the proposed operating hours.

Another consideration for this option is that ADA-accessible vehicles may not be readily available through TNCs or a taxi company. In this case, the City would still be responsible for providing ADA rides which cannot be fulfilled through the taxi/TNC agreement utilizing City transit vehicles.

For the purposes of this operations plan, we assume an appropriate arrangement could be negotiated with a taxi company and/or a sufficient number of TNC drivers would be available. (Note: Experience gained in other communities exploring "replacement" TNC service reveals the availability of qualified TNC service providers often increases as demand for rides grow. Further, given the consultant's conservative approach to cost estimating, we have assumed some utilization of City transit vehicles would be necessary to provide ADA paratransit service at least during an initial/transition period.)

Eliminating fixed-route service on Saturday and Sunday, as well as terminating fixed-route service at 6:00 p.m. on weekdays, would reduce vehicle service hours considerably. Even with the addition of ADA Paratransit service hours to the deviated fixed-route options, total VSH would be less than the status quo.

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Exhibit 5.3.1 Proposed Weekday Service Schedule with TNC/Taxi Program

Local Route	First	Every	Last
Depart Amtrak station	7:00 AM	:00 & :30	5:30 PM
Arrive Amtrak station	7:27 AM	:27 & :57	5:57 AM

Express Route	First	Every	Last
Depart Santa Maria Transit Center	7:00 AM	:00	5:00 PM
Arrive Amtrak station	7:20 AM	:20	5:20 PM
Depart Amtrak station	7:30 AM	:30	5:30 PM
Arrive Santa Maria Transit Center	7:50 AM	:50	5:50 PM

Taxi/TNC Program Hours		
Weekdays	6:00 PM	8:00 PM
Saturday/Sunday	8:00 AM	8:00 PM

Moore & Associates recommends the City negotiate a fixed rate with a qualified vendor, and customers would be able to make a trip up to that rate cap for a set fare. For example, with Lyft, a trip within Guadalupe would likely cost between four and ten dollars, while a trip to Santa Maria might cost between 22 and 32 dollars each way. If the current \$1.50 Flyer fare were maintained, the City would be required to subsidize a much higher fare than its current cost per trip to provide these services. This is likely due to the current limited availability of TNC service in Guadalupe. Based on our assessment of current market conditions it appears that most of the current pool of TNC drivers in the Santa Maria – Orcutt – Guadalupe area are based in Santa Maria. However, if the City were to introduce the proposed TNC ride subsidy service alternative, it is possible that the number of TNC drivers in Guadalupe would increase. Such an increase would likely result in lower operating costs (translating to lower cost/ride) given the incidence of TNC “deadhead” travel between Santa Maria and Guadalupe would decline. The same situation could likely be faced with taxi companies, as they all appear to be Santa Maria-based.

For the cost estimate, we analyzed the number of Flyer riders who traveled on Saturday and Sunday, as well as trips made after 6:00 p.m. (using FY 2018/19 data). We estimated 70 percent of riders traveled to Santa Maria and 30 percent traveled within Guadalupe. Even with the more expensive cost per trip, the program could be funded for \$60,000 annually. We also recommend including additional funds for program administration and marketing/education be included in the program budget. The City also has the option of introducing this as a 60- or 90-day demonstration project.

It should be noted the operations contract with SMOOTH includes a provision for renegotiation of the cost per revenue hour if the total vehicle service hours drops by more than 20 percent. This scenario is not expected to reach that threshold.

Exhibit 5.3.2 Cost Estimate for TNC/Taxi Program

	Maximum trip cost	Fare	Number of riders	Total cost	Fares paid	Net cost
Within Guadalupe	\$10	\$1.50	706	\$7,056.00	\$1,058.40	\$5,997.60
To/from Santa Maria	\$28	\$1.50	1646	\$46,099.20	\$2,469.60	\$43,629.60
<b>Total</b>				<b>\$53,155.20</b>	<b>\$3,528.00</b>	<b>\$49,627.20</b>

## 5.4 Financial Plans

The service scenarios identified above represent two primary service delivery options – deviated fixed-route and fixed-route.

- **Fixed-route service** provides a higher level of service to all riders. It would continue the ADA Paratransit service, eliminating the need for route deviations. The level of service to ADA customers would not change (including service to Santa Maria/Orcutt), and it would incorporate additional run time into the Local schedule to potentially serve additional service points.
- **Deviated fixed-route service** is a less expensive option, but provides a lower level of service for ADA-eligible individuals using the Paratransit service. It also does not provide for ADA Paratransit service between Guadalupe and Santa Maria/Orcutt. ADA individuals traveling to Santa Maria would need to request a route deviation on the Local route, then transfer to the Express route. Use of Santa Maria Area Transit’s ADA Dial-A-Ride service to complete a trip may require registration with SMAT, or the City of Guadalupe may be able to work with SMAT to recognize its local ADA certification (through SMOOTH).

As illustrated in the cost estimates shown on the previous pages, there are significant cost differences between the two scenarios. Financial Plans for both service options are provided on the following pages.

For the Financial Plans, the following base assumptions were employed:

- Cost per hour is based on rates provided by SMOOTH for FY 2018/19 through FY 2022, then increased by three percent per annum for each year thereafter.
- From FY 2019/20 forward, there is no separate fixed-route rate for Sunday service.
- There are 306 days of regular service and 55 days of Sunday/holiday service.
- Interest income increases at a rate of one percent per annum.
- LTF allocation in FY 2020/21 is reduced by \$35,536, the amount overfunded in FY 2018/19.
- FY 2020/21 is treated as a “recovery” year, with anticipated costs and revenues based on gradual recovery from the impacts of the COVID-19 pandemic.
- Beginning in FY 2021/22, revenues from fares, FTA Section 5311, STA, and LTF are assumed to increase by 1.5 percent per annum. Variable expenses are assumed to increase by two percent per annum.
- TDA: LTF revenues include both Guadalupe’s allocation and a contribution from the County of Santa Barbara.



- TDA: LTF and TDA: STA funding would begin rebounding to prior levels beginning in FY 2021/22.
- Given the uncertainties of the COVID-19 recovery, implementation of the two-route and reduced Sunday service scenarios is budgeted beginning in FY 2022/23.
- Implementation of the two-route scenario will increase the number of vehicle service hours operated, resulting in more frequent vehicle maintenance and higher fuel costs. For each scenario, these costs are increased by the same percentage as the vehicle service hours over the status quo.
- The increased level of service is expected to result in an increase in fare revenues of five percent during the first year, then an annual increase of 1.5 percent thereafter.
- For the TNC/taxi option, \$75,000 is budgeted annually to fund the program, including administration and marketing.

#### **5.4.1 Baseline Financial Plan (Status Quo)**

In assessing the impact of the proposed service scenarios, it is important to establish a baseline (status quo) Financial Plan. Shown in Exhibit 5.4.1.1, the baseline Financial Plan estimates the City's transit system would continue to operate within its means, with excess funds available for carry-over into the following year. System operations would be fully funded through FY 2025/26, with excess funds potentially available for capital expenditures. The farebox recovery ratio is expected to remain above the 10 percent threshold for rural transit programs, remaining around 13 percent for the foreseeable future.

#### **5.4.2 Fixed-Route Service Financial Plans**

Implementation of the two-route service scenario as a fixed-route program (with ADA Paratransit) would result in a significant increase in operating costs (Exhibit 5.4.2.1). The reduction of Sunday service discussed in Section 5.2, which utilizes a single vehicle, would help offset some of the additional costs. It represents a 48.7 percent increase over FY 2018/19. In this scenario, FY 2022/23 would miss being fully funded by less than \$2,000. Additional funding sources would be needed to fill a gap in funding beginning in FY 2023/24 ranging from approximately \$159,000 in FY 2023/24 to approximately \$178,000 in FY 2025/26. The farebox recovery ratio is expected to remain above the 10 percent threshold for rural transit programs.

The implementation of a TNC/taxi program, which would replace the City's historic public bus service on Saturday, Sunday, and weekday evenings would reduce operating expenses further (Exhibit 5.4.2.3). In this scenario, a flat amount (\$75,000) is budgeted for the TNC/taxi program and contractor operating costs and other variable costs (vehicle maintenance and fuel) are adjusted accordingly. This would enable the program to be fully funded within current revenues through FY 2025/26. If less than \$75,000 annually is actually spent on the TNC/taxi program, then those savings could also be carried forward into the next year. The farebox recovery ratio is expected to remain above the 10 percent threshold for rural transit programs.



### 5.4.3 Deviated Fixed-Route Service Financial Plans

Implementation of the two-route service as a deviated fixed-route program (without ADA Paratransit) would also result in increased operating costs, although not as significant as the fixed-route option (Exhibit 5.4.3.1). The reduction of Sunday service combined with deviated fixed-route service delivery offers a lower cost. It represents a 34.8 percent increase over FY 2018/19. In this scenario, FY 2022/23 would be fully funded by carrying over excess funds from prior years, and FY 2023/24 would have a funding gap of approximately \$18,000. Additional funding sources would also be needed to fill a gap in funding ranging from \$94,500 to \$102,500 annually in subsequent years. The farebox recovery ratio is expected to remain above the 10 percent threshold for rural transit programs.

The implementation of a TNC/taxi program alongside a deviated fixed-route program offers the lowest operating cost of the proposed service scenarios (Exhibit 5.4.3.3), just a 19.7 percent increase over FY 2018/19. A flat amount (\$75,000) is budgeted for the TNC/taxi program and contractor operating costs and other variable costs (vehicle maintenance and fuel) are adjusted accordingly. In this scenario, the program would be fully funded within current revenues through FY 2025/26 and possibly beyond. If less than \$75,000 annually is actually spent on the TNC/taxi program, then those savings could also be carried forward into the next year. The farebox recovery ratio is expected to remain above the 10 percent threshold for rural transit programs.



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**Exhibit 5.4.1.1 Baseline Financial Plan (Status Quo)**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
<b>Operating Revenue</b>								
Fare revenues/passes	\$69,525	\$48,310	\$48,310	\$69,525	\$70,568	\$71,626	\$72,701	\$73,791
FTA Section 5311	\$59,733	\$60,000	\$61,200	\$62,118	\$63,050	\$63,996	\$64,955	\$65,930
TDA: STA	\$52,533	\$72,195	\$32,640	\$52,533	\$53,321	\$54,121	\$54,933	\$55,757
TDA: LTF	\$397,465	\$353,964	\$322,105	\$397,465	\$403,427	\$409,478	\$415,621	\$421,855
Interest income	\$6,213	\$6,275	\$6,338	\$6,401	\$6,465	\$6,530	\$6,595	\$6,661
<b>Total Operating Revenues</b>	<b>\$585,469</b>	<b>\$540,744</b>	<b>\$470,593</b>	<b>\$588,042</b>	<b>\$596,831</b>	<b>\$605,751</b>	<b>\$614,805</b>	<b>\$623,994</b>
Carryover from prior year	\$0	\$79,762	\$145,719	\$130,432	\$145,587	\$155,924	\$161,203	\$161,176
<b>Total Revenues</b>	<b>\$585,469</b>	<b>\$620,506</b>	<b>\$616,312</b>	<b>\$718,474</b>	<b>\$742,418</b>	<b>\$761,675</b>	<b>\$776,008</b>	<b>\$785,170</b>
<b>Operating Expenses</b>								
Contractor services (SMOOTH)	\$328,767	\$301,256	\$310,293	\$370,893	\$382,020	\$393,480	\$405,285	\$417,443
Vehicle maintenance	\$93,698	\$82,957	\$84,201	\$97,914	\$99,383	\$100,874	\$102,387	\$103,923
Fuel	\$64,526	\$53,927	\$54,736	\$67,430	\$68,441	\$69,468	\$70,510	\$71,567
Bus rental	\$500	\$647	\$650	\$650	\$650	\$650	\$650	\$650
Administrative	\$18,216	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Interfund transfer	\$0	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
<b>Total Expenses</b>	<b>\$505,707</b>	<b>\$474,787</b>	<b>\$485,881</b>	<b>\$572,887</b>	<b>\$586,494</b>	<b>\$600,472</b>	<b>\$614,832</b>	<b>\$629,584</b>
Surplus (deficit)	\$79,762	\$145,719	\$130,432	\$145,587	\$155,924	\$161,203	\$161,176	\$155,586



**Exhibit 5.4.2.1 Two-Route Fixed-Route with Reduced Sunday Service – Financial Plan**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
<b>Operating Revenue</b>								
Fare revenues/passes	\$69,525	\$48,310	\$48,310	\$71,611	\$76,319	\$77,464	\$78,626	\$79,805
FTA Section 5311	\$59,733	\$60,000	\$61,200	\$62,118	\$63,050	\$63,996	\$64,955	\$65,930
TDA: STA	\$52,533	\$72,195	\$32,640	\$52,533	\$53,321	\$54,121	\$54,933	\$55,757
TDA: LTF	\$397,465	\$353,964	\$322,105	\$397,465	\$403,427	\$409,478	\$415,621	\$421,855
Interest income	\$6,213	\$6,275	\$6,338	\$6,401	\$6,465	\$6,530	\$6,595	\$6,661
<b>Total Operating Revenues</b>	<b>\$585,469</b>	<b>\$540,744</b>	<b>\$470,593</b>	<b>\$590,128</b>	<b>\$602,582</b>	<b>\$611,589</b>	<b>\$620,730</b>	<b>\$630,008</b>
Carryover from prior year	\$0	\$79,762	\$145,719	\$130,431	\$147,672	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$585,469</b>	<b>\$620,506</b>	<b>\$616,312</b>	<b>\$720,559</b>	<b>\$750,254</b>	<b>\$611,589</b>	<b>\$620,730</b>	<b>\$630,008</b>
<b>Operating Expenses</b>								
Contractor services (SMOOTH)	\$328,767	\$301,256	\$310,294	\$370,893	\$497,180	\$512,095	\$527,458	\$543,282
Vehicle maintenance	\$93,698	\$82,957	\$84,201	\$97,914	\$129,198	\$131,136	\$133,103	\$135,100
Fuel	\$64,526	\$53,927	\$54,736	\$67,430	\$88,973	\$90,308	\$91,663	\$93,038
Bus rental	\$500	\$647	\$650	\$650	\$650	\$650	\$650	\$650
Administrative	\$18,216	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Interfund transfer	\$0	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
<b>Total Expenses</b>	<b>\$505,707</b>	<b>\$474,787</b>	<b>\$485,881</b>	<b>\$572,887</b>	<b>\$752,002</b>	<b>\$770,189</b>	<b>\$788,874</b>	<b>\$808,069</b>
Surplus (deficit)	\$79,762	\$145,719	\$130,431	\$147,672	(\$1,747)	(\$158,601)	(\$168,144)	(\$178,062)



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**Exhibit 5.4.2.2 Two-Route Fixed-Route with TNC/Taxi Program – Financial Plan**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
<b>Operating Revenue</b>								
Fare revenues/passes	\$69,525	\$48,310	\$48,310	\$71,611	\$76,319	\$77,464	\$78,626	\$79,805
FTA Section 5311	\$59,733	\$60,000	\$61,200	\$62,118	\$63,050	\$63,996	\$64,955	\$65,930
TDA: STA	\$52,533	\$72,195	\$32,640	\$52,533	\$53,321	\$54,121	\$54,933	\$55,757
TDA: LTF	\$397,465	\$353,964	\$322,105	\$397,465	\$403,427	\$409,478	\$415,621	\$421,855
Interest income	\$6,213	\$6,275	\$6,338	\$6,401	\$6,465	\$6,530	\$6,595	\$6,661
<b>Total Operating Revenues</b>	<b>\$585,469</b>	<b>\$540,744</b>	<b>\$470,593</b>	<b>\$590,128</b>	<b>\$602,582</b>	<b>\$611,589</b>	<b>\$620,730</b>	<b>\$630,008</b>
Carryover from prior year	\$0	\$79,762	\$145,719	\$130,432	\$147,673	\$130,029	\$108,614	\$83,218
<b>Total Revenues</b>	<b>\$585,469</b>	<b>\$620,506</b>	<b>\$616,312</b>	<b>\$720,560</b>	<b>\$750,255</b>	<b>\$741,617</b>	<b>\$729,344</b>	<b>\$713,225</b>
<b>Operating Expenses</b>								
Contractor services (SMOOTH)	\$328,767	\$301,256	\$310,293	\$370,893	\$343,232	\$353,529	\$364,135	\$375,059
TNC/taxi program	\$0	\$0	\$0	\$0	\$75,000	\$75,000	\$75,000	\$75,000
Vehicle maintenance	\$93,698	\$82,957	\$84,201	\$97,914	\$97,914	\$99,383	\$100,874	\$102,387
Fuel	\$64,526	\$53,927	\$54,736	\$67,430	\$67,430	\$68,441	\$69,468	\$70,510
Bus rental	\$500	\$647	\$650	\$650	\$650	\$650	\$650	\$650
Administrative	\$18,216	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Interfund transfer	\$0	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
<b>Total Expenses</b>	<b>\$505,707</b>	<b>\$474,787</b>	<b>\$485,881</b>	<b>\$572,887</b>	<b>\$620,226</b>	<b>\$633,003</b>	<b>\$646,126</b>	<b>\$659,606</b>
Surplus (deficit)	\$79,762	\$145,719	\$130,432	\$147,673	\$130,029	\$108,614	\$83,218	\$53,620



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**Exhibit 5.4.3.1 Two-Route Deviated Fixed-Route with Reduced Sunday Service – Financial Plan**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
<b>Operating Revenue</b>								
Fare revenues/passes	\$69,525	\$48,310	\$48,310	\$71,611	\$76,319	\$77,464	\$78,626	\$79,805
FTA Section 5311	\$59,733	\$60,000	\$61,200	\$62,118	\$63,050	\$63,996	\$64,955	\$65,930
TDA: STA	\$52,533	\$72,195	\$32,640	\$52,533	\$53,321	\$54,121	\$54,933	\$55,757
TDA: LTF	\$397,465	\$353,964	\$322,105	\$397,465	\$403,427	\$409,478	\$415,621	\$421,855
Interest income	\$6,213	\$6,275	\$6,338	\$6,401	\$6,465	\$6,530	\$6,595	\$6,661
<b>Total Operating Revenues</b>	<b>\$585,469</b>	<b>\$540,744</b>	<b>\$470,593</b>	<b>\$590,128</b>	<b>\$602,582</b>	<b>\$611,589</b>	<b>\$620,730</b>	<b>\$630,008</b>
Carryover from prior year	\$0	\$79,762	\$145,719	\$130,431	\$147,672	\$68,326	\$0	\$0
<b>Total Revenues</b>	<b>\$585,469</b>	<b>\$620,506</b>	<b>\$616,312</b>	<b>\$720,559</b>	<b>\$750,254</b>	<b>\$679,914</b>	<b>\$620,730</b>	<b>\$630,008</b>
<b>Operating Expenses</b>								
Contractor services (SMOOTH)	\$328,767	\$301,256	\$310,294	\$370,893	\$448,726	\$462,188	\$476,053	\$490,335
Vehicle maintenance	\$93,698	\$82,957	\$84,201	\$97,914	\$116,378	\$118,123	\$119,895	\$121,694
Fuel	\$64,526	\$53,927	\$54,736	\$67,430	\$80,145	\$81,347	\$82,567	\$83,805
Bus rental	\$500	\$647	\$650	\$650	\$680	\$650	\$650	\$650
Administrative	\$18,216	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Interfund transfer	\$0	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
<b>Total Expenses</b>	<b>\$505,707</b>	<b>\$474,787</b>	<b>\$485,881</b>	<b>\$572,887</b>	<b>\$681,928</b>	<b>\$698,308</b>	<b>\$715,165</b>	<b>\$732,484</b>
Surplus (deficit)	\$79,762	\$145,719	\$130,431	\$147,672	\$68,326	(\$18,393)	(\$94,436)	(\$102,476)



**Short Range Transit Plan**  
**City of Guadalupe**  
 Technical Memo #5

**Exhibit 5.4.3.2 Two-Route Deviated Fixed-Route with TNC/Taxi Program – Financial Plan**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
<b>Operating Revenue</b>								
Fare revenues/passes	\$69,525	\$48,310	\$48,310	\$71,611	\$76,319	\$77,464	\$78,626	\$79,805
FTA Section 5311	\$59,733	\$60,000	\$61,200	\$62,118	\$63,050	\$63,996	\$64,955	\$65,930
TDA: STA	\$52,533	\$72,195	\$32,640	\$52,533	\$53,321	\$54,121	\$54,933	\$55,757
TDA: LTF	\$397,465	\$353,964	\$322,105	\$397,465	\$403,427	\$409,478	\$415,621	\$421,855
Interest income	\$6,213	\$6,275	\$6,338	\$6,401	\$6,465	\$6,530	\$6,595	\$6,661
<b>Total Operating Revenues</b>	<b>\$585,469</b>	<b>\$540,744</b>	<b>\$470,593</b>	<b>\$590,128</b>	<b>\$602,582</b>	<b>\$611,589</b>	<b>\$620,730</b>	<b>\$630,008</b>
Carryover from prior year	\$0	\$79,762	\$145,719	\$130,431	\$147,672	\$123,427	\$95,227	\$62,853
<b>Total Revenues</b>	<b>\$585,469</b>	<b>\$620,506</b>	<b>\$616,312</b>	<b>\$720,559</b>	<b>\$750,254</b>	<b>\$735,016</b>	<b>\$715,956</b>	<b>\$692,861</b>
<b>Operating Expenses</b>								
Contractor services (SMOOTH)	\$328,767	\$301,256	\$310,294	\$370,893	\$349,006	\$359,476	\$370,260	\$381,368
Taxi/TNC program	\$0	\$0	\$0	\$0	\$75,000	\$75,000	\$75,000	\$75,000
Vehicle maintenance	\$93,698	\$82,957	\$84,201	\$97,914	\$98,404	\$99,880	\$101,378	\$102,899
Fuel	\$64,526	\$53,927	\$54,736	\$67,430	\$67,767	\$68,783	\$69,815	\$70,862
Bus rental	\$500	\$647	\$650	\$650	\$650	\$650	\$650	\$650
Administrative	\$18,216	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Interfund transfer	\$0	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
<b>Total Expenses</b>	<b>\$505,707</b>	<b>\$474,787</b>	<b>\$485,881</b>	<b>\$572,887</b>	<b>\$626,827</b>	<b>\$639,789</b>	<b>\$653,103</b>	<b>\$666,779</b>
Surplus (deficit)	\$79,762	\$145,719	\$130,431	\$147,672	\$123,427	\$95,227	\$62,853	\$26,082



## Short Range Transit Plan

City of Guadalupe

Technical Memo #5

### 5.5 Capital Plan

For the Capital Plan, we examined two primary costs: rolling stock (revenue vehicles) and bus stops.

#### Rolling Stock (Vehicles)

The Guadalupe Transit program is operated using seven transit vehicles, model years 2005 through 2019. Five of the vehicles are diesel-powered Gillig low-floor buses. The other two include a Ford E250 van and a Ford Transit van. Given the annual low mileage accrual, none of the vehicles has reached its useful life based on mileage as of March 2020, at which time mileage accrual was further reduced due to COVID-19. At the current rate of mileage accrual, most vehicles still have many more good years of service ahead of them. The current fleet is detailed in Exhibit 5.5.1.

Exhibit 5.5.1 Fleet Inventory

Unit #	Pax	WC	Fuel	Year	Make & Model	Mileage (as of 3/20)
153	28	2	Diesel	2005	Gillig Low Floor	400,498
154	28	2	Diesel	2007	Gillig Low Floor	472,580
155	8	2	Gas	2008	Ford E250 Van	142,808
156	39	2	Diesel	2010	Gillig Low Floor	351,490
157	39	2	Diesel	2016	Gillig Low Floor	114,047
158	7	2	Gas	2016	Ford Transit	87,723
159	23	2	Diesel	2019	Gillig Low Floor	12,662

The mandate included in the California Air Resources Board's Innovative Clean Transit regulations requires 25 percent of any vehicles purchased by a small transit operator in 2026 or later must be zero-emission vehicles. Given the City of Santa Maria is pursuing a transition to battery-electric vehicles, we believe it would be in the City of Guadalupe's best interest to utilize the same type of zero-emission fleet approach. Given the current operations contractor (SMOOTH) is based in Santa Maria, it may be possible to work with SMAT to both charge buses at the SMAT facility and potentially piggyback onto vehicle purchases.

In the Fleet Replacement Plan in Exhibit 5.5.2, Moore & Associates has identified target replacement dates for the current fleet based on anticipated mileage accrual rather than vehicle age. We do not suggest the City move forward with the purchase of battery-electric vehicles until FY 2025/26, which will hopefully lead to coordination with Santa Maria with respect to fueling and vehicle purchase, as well as provide the City adequate time to consider the path it wishes to pursue regarding electric vehicles and potentially test the capabilities of a battery-electric vehicle on its routes. After FY 2025/26, all new transit buses should be replaced by battery-electric vehicles.



**Short Range Transit Plan**  
 City of Guadalupe  
 Technical Memo #5

Exhibit 5.5.2 Fleet Replacement Plan

Year	Existing Make & Model	Unit #	Cost (2020 dollars)	Cost in year of purchase					FY	Future Year
				FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26		
2005	Gillig Low-Floor	153	\$500,000			\$522,500				
2007	Gillig Low-Floor	154	\$500,000		\$515,000					
2008	Ford E250 Van	155	\$90,000	\$91,350						
2010	Gillig Low-Floor (to electric)	156	\$650,000							
2016	Gillig Low-Floor (to electric)	157	\$650,000					\$698,750		2030
2016	Ford Transit	158	\$90,000				\$95,400			
2019	Gillig Low-Floor (to electric)	159	\$650,000							2033
<b>Total</b>				<b>\$91,350</b>	<b>\$515,000</b>	<b>\$522,500</b>	<b>\$95,400</b>	<b>\$698,750</b>		



## Short Range Transit Plan

### City of Guadalupe

#### Technical Memo #5

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The City's current transit fleet was funded by a variety of funding sources, including Measure D, STA/Proposition 1B, FTA Section 5311(f), FTA Section 5339, and ARRA. The City should work with SBCAG to identify state and local funding that is available for bus purchases as well as apply for discretionary federal funding through the FTA Section 5339 program. Depending on which service option is selected, there may be sufficient reserves to fund one or more bus purchases. If reserve funds are used for capital costs, however, additional operating funds will be necessary to meet revenue requirements.

### Bus Stops

If implementing the two-route system, three new bus stops would need to be added and one existing bus stop relocated. Two new bus stops would be located in Pasadera, on Obispo Street near Del Mar Drive and on the unnamed street running parallel to it to the east, near La Joya Drive. The third new bus stop would need to be located within the Escalante Meadows development. The bus stop at Amber Street and Obispo Street would need to be relocated to the north side of Highway 166 west of Obispo Street. As this is a Caltrans right-of-way, permission from and coordination with Caltrans would be required. Alternately, the stop could be relocated to Obispo Street just south of Highway 166, which would avoid placing the stop on a Caltrans right-of-way but would require passengers to cross Highway 166 to access the stop from the residential area north of the highway.

Of the existing 12 bus stops in Guadalupe, eight feature shelters, one has a bench only, and one is the Amtrak station. Only one stop (Amber and Obispo) is marked only by a pole. We were unable to locate the stop at Main Street and Point Sal Dunes Way and have recommended replacement of the pole and sign as soon as possible.

Given the high incidence of bus shelters, only modest bus stop improvements are recommended. They include:

- Addition of a shelter (if possible) at the relocated Amber and Obispo stop,
- Addition of trash cans at bus shelters that do not already have them (we counted four), and
- Addition of info-post units with route and schedule information at each bus stop.



**Short Range Transit Plan**

City of Guadalupe

Technical Memo #5

Exhibit 5.5.3 Bus Stop Improvement Plan

	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Pole and sign (4)	\$550	\$0	\$1,749	\$0	\$0	\$0
Bus shelter (1)	\$0	\$0	\$0	\$10,750	\$0	\$0
Trash cans (4)	\$0	\$0	\$2,472	\$0	\$0	\$0
Info-post units (15)	\$0	\$0	\$1,696	\$0	\$0	\$0
<b>Total</b>	<b>\$550</b>	<b>\$0</b>	<b>\$5,917</b>	<b>\$10,750</b>	<b>\$0</b>	<b>\$0</b>

Exhibit 5.5.4 Capital Plan

	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Rolling stock	\$0	\$91,350	\$515,000	\$522,500	\$95,400	\$698,750
Bus stop improvements	\$550	\$0	\$5,917	\$10,750	\$0	\$0
<b>Total Capital Expenses</b>	<b>\$550</b>	<b>\$91,350</b>	<b>\$520,917</b>	<b>\$533,250</b>	<b>\$95,400</b>	<b>\$698,750</b>



**GUADALUPE POLICE DEPARTMENT  
MONTHLY ADMINISTRATIVE OPERATIONAL DATA SUMMARY  
MONTH OF OCTOBER 2020**

**PART I: CRIMES**

TYPE OF CRIMES	THIS MONTH		THIS MONTH LAST YEAR		THIS YEAR TO DATE		LAST YEAR TO DATE	
	REPORTED	CLEARED	REPORTED	CLEARED	REPORTED	CLEARED	REPORTED	CLEARED
187 PC HOMICIDE	0	0	0	0	0	0	0	0
261 PC RAPE	0	0	0	0	4	4	1	1
211 PC ROBBERY	1	1	1	0	1	1	2	0
242/245 PC ASSAULT	3	3	5	5	56	53	49	41
459 PC BURGLARY	0	0	0	0	14	2	25	5
484/487 PC THEFT	2	0	6	0	35	1	28	5
10851 VC VEH THEFT	3	1	2	0	23	7	14	9
451 PC ARSON	0	0	0	0	1	1	0	0
<b>TOTAL</b>	<b>9</b>	<b>5</b>	<b>14</b>	<b>5</b>	<b>134</b>	<b>69</b>	<b>119</b>	<b>61</b>

**PART II: REPORTED CRIMES**

REQUEST FOR SERVICE	THIS MONTH	THIS MONTH LAST YEAR	THIS YEAR TO DATE	LAST YEAR TO DATE
TOTAL REPORTS TAKEN	57	86	737	787
TOTAL REQUEST FOR SERVICE	273	271	2,953	2,349
TOTAL ACTIVITY FOR THE MONTH	330	357	3,690	3,136
DOMESTIC VIOLENCE REPORTS	0	3	22	23
TOTAL PROPERTY STOLEN	\$1,030	\$1,729	\$39,758	\$33,522
TOTAL PROPERTY RECOVERED	0	0	\$300	\$24,578

**PART III: ARREST SUMMARY**

OFFENSES	THIS MONTH		THIS MONTH LAST YEAR		THIS YEAR TO DATE		LAST YEAR TO DATE	
	ADULTS	JUVENILES	ADULTS	JUVENILES	ADULTS	JUVENILES	ADULTS	JUVENILES
FELONY	5	0	5	0	67	10	60	13
MISDEMEANOR	6	0	15	3	121	6	106	33
<b>TOTAL</b>	<b>11</b>	<b>0</b>	<b>20</b>	<b>3</b>	<b>188</b>	<b>16</b>	<b>166</b>	<b>46</b>
23152(a&b) VC ARREST	1		5		26		33	
WARRANT ARREST	1		3		26		37	

NOTE: DUI AND WARRANT DATA ARE INCLUDED IN ABOVE ARREST TOTALS

**GUADALUPE POLICE DEPARTMENT  
MONTHLY ADMINISTRATIVE OPERATIONAL DATA SUMMARY  
MONTH OF OCTOBER 2020**

**PART IV: NARCOTICS ACTIVITY**

TYPE OF NARCOTICS	THIS MONTH		THIS MONTH LAST YEAR		THIS YEAR TO DATE		LAST YEAR TO DATE	
	REPORTED	ARREST	REPORTED	ARREST	REPORTED	ARREST	REPORTED	ARREST
HEROIN	0	0	0	0	0	0	2	2
COCAINE	0	0	0	0	0	0	1	1
METHAMPHETAMINE	2	2	1	1	5	5	10	10
MARIJUANA	0	0	2	2	1	1	12	12
PARAPHERNALIA	0	0	1	1	2	2	2	2
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>8</b>	<b>27</b>	<b>27</b>

**PART V: SPECIAL DATA**

	THIS MONTH	THIS MONTH LAST YEAR	THIS YEAR TO DATE	LAST YEAR TO DATE
OFFICERS ASSAULTED	0	0	1	1
INJURED ON DUTY	0	0	0	1

**ADDITIONAL INFORMATION:**

<b>STAFFING:</b>	1	POLICE CHIEF	FILLED
	2	POLICE SERGEANT	FILLED
	2	AIRPORT OFFICERS	1 UNFILLED POSITION
	10	POLICE OFFICERS	1 UNFILLED POSITIONS
	3	OFFICE STAFF PERSONNEL	2 FULL TIME FILLED/1 TEMPORARY POSITION FILLED
	5	RESERVE POLICE OFFICERS	4 UNFILLED POSITIONS
	1	COMMUNITY SERVICE TECHNICIAN	FULL TIME POSITION UNFILLED AS A PART-TIME POSITION
	1	EVIDENCE TECHNICIAN	FILLED AS TEMPORARY POSITION
	2	POLICE VOLUNTEER(S)	

**COMMENTS:**

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# GUADALUPE FIRE DEPARTMENT

**TO:** PUBLIC SAFETY DIRECTOR, MICHAEL CASH  
**FROM:** CAPTAIN PATRICK SCHMITZ  
**SUBJECT:** MONTHLY SUMMARY OF CODE ENFORCEMENT CASES  
 October 1, 2020 – October 31, 2020

**DATE:** 11/01/2020

## CODE ENFORCEMENT CASES

INCIDENT TYPE	This Month	Last Month	Year to Date (2020-2021)	Year to date (2019-2020)
Business License (GMC 5.04.040)	0	0	0	0
Animal Nuisance (Odor, Noise) (GMC 6.04.100 (A,E))	0	0	0	2
Fowl, Livestock and Wild Animals (GMC 6.04.210)	0	0	0	2
Litter Accumulation (GMC 8.12.020)	0	1	7	7
Abatement of Weeds and Rubbish (GMC 8.16.010)	0	3	1	9
Unsafe Living Conditions (GMC 8.40.020)	0	0	0	0
Unlawful Property Nuisance (GMC 8.50.070)	0	0	1	7
Graffiti Abatement (GMC 9.07.060)	0	0	9	1
Abandoned Vehicles (GMC 10.36.010)	3	3	12	11
Unapproved Vehicle Covers (GMC 10.36.010)	0	0	0	2
Portable/fixed basketball goals (GMC 10.48.050)	0	0	0	5
Yard Sale Signs (GMC 12.13.010)	0	0	0	2
Tampering with Water Service (GMC 13.04.200)	0	0	0	0
Working Without Permits (GMC15.04.020)	0	0	1	1
Address Number (GMC 15.08.020 (505.1))	0	0	3	1
Illegal Garage Conversion (GMC 18.08.120, 18.08.160)	0	0	0	0
Damage Fence (GMC 18.52.125)	0	0	0	0
Parking on Front Yard Setback (GMC 18.60.035)	0	6	9	10
Landscape Maintenance Required (GMC 18.64.120)	0	0	0	3
Inspection/Complaints (No Violation Found)	0	1	2	3
Apartment Inspections	0	0	0	83
Yearly Business Inspections	0	0	2	29
Other	0	3	4	12
<b>TOTAL</b>	<b>3</b>	<b>17</b>	<b>51</b>	<b>190</b>
Complaints Received	0	6	4	N/A

Miscellaneous	This Month	Last Month	Year to Date (2020-2021)	Year to date (2019-2020)
Visitors	21	47	109	370
Public Relations ()	0	0	0	5
School Visits ()	0	0	0	0

**CALLS FOR SERVICE    October, 2020**

<b>INCIDENT TYPE</b>	<b>This Month</b>	<b>Last Month</b>	<b>Year to Date (2020-2021)</b>	<b>Year to date (2019-2020)</b>
Medical	30	34	138	123
Structure Fire	0	1	1	0
Cooking Fire	0	0	1	1
Trash or Rubbish Fire	1	0	2	0
Vehicle Fire	0	0	0	1
Grass/Vegetation Fire	1	1	5	4
Other Fire	0	0	1	1
Motor Vehicle Accidents with Injuries	1	1	5	13
Motor Vehicle Accidents No Injuries	0	1	3	5
Motor Vehicle/Pedestrian Accident	0	0	2	1
Hazardous Materials Spill/Release	0	0	2	4
Hazardous Condition Other	1	1	2	2
Water Problem/Leak	0	1	1	1
Animal Problem / Rescue	0	0	0	1
Search / Rescue	0	0	0	0
Public Assistance	0	2	6	7
Police Matter/Assistance	0	0	1	3
Illegal Burn	0	0	0	0
Smoke/CO Detector/Fire Alarm Activation	2	0	8	2
Dispatch and Canceled En-route	4	4	17	13
False Alarm	0	2	3	4
<b>TOTAL</b>	<b>40</b>	<b>48</b>	<b>198</b>	<b>186</b>

**Additional Information**

**STAFFING:**    1 Public Safety Director    (Police/Fire Chief)  
                   3 Fire Captains  
                   3 Fire Engineers  
                   3 Paid Call Firefighters    9 Positions Vacant

**Special Coverage:**

- E-681 deployed to the Creek Fire with 3 personnel from 10/03/20 to 10/25/20.
- Captains and Engineers covered for personnel deployed.



**CITY OF GUADALUPE**  
918 Obispo Street, Guadalupe CA 93434  
Phone: 805.356.3895 Fax: 805.343.0542

**Finance Department**

## MEMO

**To:** Todd Bodem, City Administrator  
**From:** Anna Marie Santillan Michaud, City Treasurer  
**Date:** November 17, 2020  
**Subject:** Treasurer's Report – October 2020

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The primary change(s) in this month's report compared to the prior month is/are as follows:

**Revenue – Increase**

- \$112,316.00 Building Permits



**Treasurer's Report**  
**Investments and Cash as of October 31, 2020**

<b>Local Agency Investment Fund ("LAIF") Account 98-42-346</b>				<b>\$8,449,713.46</b>
10/15/2020	QRD	C# 1658044	Interest	\$17,942.79

**Total Investments** **\$ 8,467,656.25**

**Cash**

Checking Account 155-503815 ("Warrant Account")	\$854,136.31
Checking Account 155-003261 ("Payroll Account")	<b>\$ 82,729.55</b>

**Total Cash** **\$ 936,865.86**

**\*Actual ending balances reconciled to Bank Statements** **1**

The following is a summary of the City's cash and investments as of October 31, 2020 compared with the prior month.

Investments and Cash	September 30, 2020	October 31, 2020
Investments	8,449,713.46	8,467,656.25
Cash	837,927.24	936,865.86
<b>Total</b>	<b>\$ 9,287,640.70</b>	<b>\$ 9,404,522.11</b>

**\*\* Total Cash and Investments agree to General Ledger.**

Note 1: Monies held in the non-commingled and trust accounts are required to be kept separate from all other city funds.

Submitted: 11/17/2020

*Anna Marie Santillan Michaud*  
**Anna Marie Santillan Michaud**  
**City Treasurer**



Recreation and Parks  
 918 Obispo Street  
 P.O. Box 908  
 Guadalupe, CA 93434  
 Ph: 805.356.3894  
 Fax: 805.343.5512  
 Email: [cguzman@ci.guadalupe.ca.us](mailto:cguzman@ci.guadalupe.ca.us)

**RECREATION AND PARKS MONTHLY REPORT**  
**For October 2020**

**Summary of Rentals/Usage for City Facilities & Parks**

FACILITY	THIS MONTH	THIS MONTH LAST YEAR	THIS YEAR-TO-DATE (FY 19/20)	LAST YEAR-TO-DATE (FY 18/19)
Auditorium/Gym	20	21	301	293
O'Connell Park	0	3	13	21
LeRoy Park	0	0	4	5
Senior Center	7	22	216	105
City Parking Lot	0	2	15	13
Council Chambers	14	16	152	178
Central Park	2	0	2	0

The above Council Chamber totals includes formal City Council Meetings and 12 other separate meetings / interviews / filming sessions conducted by staff and Film Crew.

There continues to be limited use of City rental facilities due to COVID-19 health restrictions imposed by the State and County health mandates adopted by the City. Although the City Hall Auditorium is in use by the Boys and Girls Clubs of Mid Central Coast via a temporary rental lease agreement effective 10/ 5 /2020 and expected to run through December 2020.

The City Senior Community Center continues to be a host site for one of four Santa Barbara County Food Bank Distribution sites here in Guadalupe. Our City sponsored group of Foodbank Distribution Volunteers headed by the City Mayor Ariston Julian and spouse Lourdes Ramirez-Julian, continue to do an outstanding job of distributing food commodities and other assistance to our Community as follows:

March 2020 through September 2020 Totals	Families Served	Individuals
Weeks 1 through 27	7,249	31,105
<b>October 2020:</b>		
Week 28	270	1277
Week 29	269	1171
Week 30	275	1253
Week 31	276	1268
<u>Week 32</u>	<u>222</u>	<u>1004</u>
<b>Totals Through October 2020</b>	<b>8,561</b>	<b>37,078</b>

As reported previously we have been very fortunate to have volunteers assisting with our foodbank distribution. There have been 115 plus volunteers over the last 32 weeks. I again would like to acknowledge the following additional Volunteers for their invaluable dedicated service:

Neyda Mexicano	Skyla Van Valkenburgh	Roldan Gutierrez	Luis Ramirez
David Bixby	Nancy Bixby	Sam Orozco	Philip Sinco

Also, a special acknowledgement goes out to two of our Police Department Explores who have been volunteering since the start. They are Perla Sanchez and Jesus Marquez. These two young people are outstanding committed individuals and a credit to the City's Explores Program. Thanks also to Sgt. Frank Medina and Chief Michael Cash for their leadership of the PD Explorer Program. I understand the City's Explorer Program managed by Frank is the largest Explorer participatory program in the County and possibly the State. Also, there have been many other individuals who have contributed greatly to our foodbank distribution endeavor with their hard work and continued dedicated service over these many weeks, to this end I would also like to especially acknowledge and thank: Gilbert Robles, Dana Dowell, Richard Segovia, Penny Chamousis, Jesse Ramirez, Sonia Rios-Ventura, Kelly Fairbrother, Roseanne Tesoro, Dianna Ramos, Kayla Norwood, David Alaniz, Gloria Vasquez, Michael Jimenez, Ramiro Govea, Chris Nartatez, Aaliyah Gomez, Damaris Cruz, Jesus Dominguez and Wendy Domanski of the C.A.R.E.S. 4 Paws program.

In addition, I would also like to thank our City Attorney, Mr. Philip Sinco for his active participation and recruitment of additional volunteers.

The Leroy Park Renovation project is moving along nicely with continued demolition and rebuilding. The Rural Community Development Corporation of California (Tom Brandeberry and Sonia Rios-Ventura) along with our City Public Works staff, Shannon Sweeney and Mike

**Pena have kept a close eye on various aspects of the construction project with an expected completion date this summer. The RCDCC and City staff continue to work on a competitive grant for the renovation of the City's Central Park due for submission in December of 2020. Also, a non-competitive grant to facilitate the hire of a Senior Services Coordinator is also in the works and should be approved shortly.**

**A special thanks to Mireya Pina and a group of volunteers from The Little House by the Park / Family Service Agency who completed a Community Clean-up of the City's Central Park and various other areas of the city on Saturday 10/17/20. Mireya related that this group will be providing future community clean-ups in the months to follow!**

**On another front, the City played host to Brut Force LLC. an independent film company who utilized various areas of City and City facilities to film their project "Brut Force". According to their Producer Jordan Michaud-Scorza, the film is scheduled for distribution in 2021. Jordan was very complimentary of the welcoming and cooperative nature that she and her film crew experienced while in Guadalupe. Our Chief, Director of Public Safety – Michael Cash had the pleasure of serving as the film crews City liaison. Let us hope that this experience leads to other future opportunities for film projects in the City!**

**Respectfully,**

**Charlie Guzman  
Recreation Coordinator  
City of Guadalupe**



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE  
Agenda of November 24, 2020**

Prepared by:  
**Emiko Gerber, Human Resources Manager**

Approved by:  
**Todd Bodem, City Administrator**

**SUBJECT**      Approve and Authorize Mayor to execute a new Employment Agreement with Director of Public Safety, Michael Cash

**RECOMMENDATION:**

That the City Council approve and authorize Mayor Julian to execute a new Employment Agreement with Director of Public Safety Michael Cash.

**BACKGROUND**

The current Director of Public Safety, Michael Cash, was hired entered into a two-year agreement with the City effective as of October 9, 2018. The City Council and Chief Cash were unable to complete negotiations on a new agreement to take effect before the expiration of this agreement, and therefore, City Administrator and Chief Cash entered into Amendment No. 1 to the agreement, extending the original agreement on the same terms until January 9, 2021, so that negotiations could be completed while the Chief had a valid contract. The City Council ratified Amendment No. 1 at its meeting on October 13, 2020. Thereafter, Chief Cash accepted the City Council's last offer, and the terms of the new agreement were finalized.

The City Council and City Administrator recognized that maintaining a strong salary structure is imperative to stay in line with the local labor market for attracting and retaining talent. Management salaries of neighboring communities were analyzed to determine if current competitive ranges are balanced and if internal equity needed reform. As the City entered negotiations to renew the Director of Public Safety's employment agreement, it became evident that a salary increase for the position was needed to be competitive with the local labor market.

Both City Council and Michael Cash agreed to a compensation path resulting in a base salary of \$136,633 over a specified term, making the Director of Public Safety position the second highest earning position among City personnel.

Salary	Initial Proposal	Negotiated Proposal
October 2020	15% increase to \$119,945	24% increase to \$129,332
October 2021	9% increase to \$129,332	3% increase to \$132,461
October 2022	7% increase to \$136,633	4% increase to \$136,633

The City Council proposed a 15% salary adjustment with a subsequent 9% increase in 2021, and 7% increase in 2022, while the salary negotiations leaned for a higher increase in 2020 to stay within market value and is lower than surrounding communities. Current Chief of Police positions in comparable neighboring communities receive a base salary of \$140,000-\$175,000. The Director of Public Safety has an expanded role that fulfills Chief of Police and Fire Departments, Emergency Preparedness, and Code Compliance that many of these other communities do not require of their Police Chief.

Additional considerations: The City of Guadalupe's income per capita is well below neighboring communities and cannot compete with those ranges; and population size of this community.

**SUMMARY**

The attached employment agreement sets forth the various terms and conditions of his employment, his compensation and benefits, and other provisions required by law. In summary, the agreement is a three-year term, with the recognition that the Director of Public Safety position serves at the will of the City Council. A cost of living and salary restructure increases the base salary to \$129,332 retroactive effective October 9, 2020. A 3% cost of living adjustment is scheduled for October 9, 2021, and a cost of living adjustment of 4% is scheduled for October 8, 2022. Health benefits match those provided to other employees of the City.

**ATTACHMENTS:**

1. Fiscal Impact Spreadsheet
2. Employment Agreement

AGENDA ITEM NO.  
 REPORT TO CITY COUNCIL  
 Council Agenda of 11/24/2020  
 Fiscal Impact - Employment Agreement

Time Frame	Employee	Base Hrly rate	Hours	Regular Cost	Uniform	Total Gross	Employer Payroll Taxes	Employer PERS	Employer med/life	Employer Den	Employer Vis	Employer Total Benefits	Total Costs
July-Sept 2020	Michael Cash	50.144	520	26,074.88	138.00	26,212.88	1,863.89	2,621.29	4,226.36	202.14	28.56	8,942.24	35,155.12
Oct-Dec 2020	Michael Cash	62.179	520	32,332.85	276.00	32,608.85	2,353.18	3,260.89	4,226.36	202.14	28.56	10,071.13	42,679.98
Jan-June 2021	Michael Cash	62.179	1040	64,665.70	552.00	65,217.70	4,706.36	6,521.77	8,452.73	404.28	57.12	20,142.26	85,359.96
<b>FY 2020-2021</b>													
				<b>123,073.43</b>	<b>966.00</b>	<b>124,039.43</b>	<b>8,923.43</b>	<b>12,403.94</b>	<b>16,905.46</b>	<b>808.56</b>	<b>114.24</b>	<b>39,155.63</b>	<b>163,195.06</b>
<b>FY 2020-2021 Budget</b>													
				<b>104,299.52</b>	<b>598.00</b>	<b>104,897.52</b>	<b>7,459.07</b>	<b>10,489.75</b>	<b>16,905.46</b>	<b>808.56</b>	<b>114.24</b>	<b>35,777.08</b>	<b>140,674.60</b>
<b>Difference</b>													
				<b>18,773.91</b>	<b>368.00</b>	<b>19,141.91</b>	<b>1,464.36</b>	<b>1,914.19</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,378.55</b>	<b>22,520.46</b>
July-Sept 2021	Michael Cash	62.179	520	32,332.85	276.00	32,608.85	2,353.18	3,260.89	4,226.36	202.14	28.56	10,071.13	42,679.98
Oct-Dec 2021	Michael Cash	64.044	520	33,302.84	276.00	33,578.84	2,427.38	3,357.88	4,226.36	202.14	28.56	10,242.33	43,821.17
Jan-June 2022	Michael Cash	64.044	1040	66,605.67	552.00	67,157.67	4,854.77	6,715.77	8,452.73	404.28	57.12	20,484.66	87,642.34
<b>FY 2021-2022</b>													
				<b>132,241.36</b>	<b>1,104.00</b>	<b>133,345.36</b>	<b>9,635.33</b>	<b>13,334.54</b>	<b>16,905.46</b>	<b>808.56</b>	<b>114.24</b>	<b>40,798.13</b>	<b>174,143.49</b>
<b>Increase form FY2020-2021</b>													
				<b>9,167.93</b>	<b>138.00</b>	<b>9,305.93</b>	<b>711.90</b>	<b>930.59</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,642.50</b>	<b>10,948.42</b>
July-Sept 2022	Michael Cash	64.044	520	33,302.84	276.00	33,578.84	2,427.38	3,357.88	4,226.36	202.14	28.56	10,242.33	43,821.17
Oct-Dec 2022	Michael Cash	66.606	520	34,634.95	276.00	34,910.95	2,529.29	3,491.10	4,226.36	202.14	28.56	10,477.45	45,388.40
Jan-June 2023	Michael Cash	66.606	1040	69,269.90	552.00	69,821.90	5,058.58	6,982.19	8,452.73	404.28	57.12	20,954.90	90,776.80
<b>FY 2022-2023</b>													
				<b>137,207.69</b>	<b>1,104.00</b>	<b>138,311.69</b>	<b>10,015.26</b>	<b>13,831.17</b>	<b>16,905.46</b>	<b>808.56</b>	<b>114.24</b>	<b>41,674.68</b>	<b>179,986.37</b>
<b>Increase form FY2021-2022</b>													
				<b>4,966.33</b>	<b>-</b>	<b>4,966.33</b>	<b>379.92</b>	<b>496.63</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>876.56</b>	<b>5,842.88</b>

## EMPLOYMENT AGREEMENT

This Agreement is made and entered into this 24<sup>th</sup> day of November, 2020 by and between the City of Guadalupe, a municipal corporation, (hereinafter called "Employer" and Michael Cash, (hereinafter called "Employee") an individual, both of whom agree as follows:

### Section 1: Term:

The term of this agreement shall be for a period of three (3) years, retroactive from October 9, 2020 through October 8, 2023. Notwithstanding the term of the agreement, Employee acknowledges that his position with the City is an "at-will" position, and Employer need not provide advance notification, sufficient or just cause or a right of appeal from a decision to terminate Employee, except as may otherwise be required by the Peace Officers Procedural Bill of Rights. Employee shall be entitled to only such benefits upon termination as are explicitly set forth in this Agreement.

### Section 2: Duties and Authority

Employer agrees to employ Employee as Director of Public Safety to perform the functions and duties specified for the position of police chief under Guadalupe Municipal Code Chapter 2.16, to perform the functions and duties specified for the position of fire chief under Guadalupe Municipal Code Chapter 2.20, and to perform other legally permissible and proper duties and functions. Employee shall be designated a "peace officer" as that term is defined under Penal Code Section 830.1.

### Section 3: Compensation

A. Base Salary: Employer agrees to pay Employee an annual base salary of \$129,332.00 retroactively effective October 9, 2020 and payable in installments at the time that other management employees of the employees of the Employer are paid.

B. Base Salary Increase: Employer agrees to pay Employee a three (3) percent cost of living adjustment increasing the annual base salary to \$132,461.00 effective October 9, 2021 and payable in installments at the time that other management employees of the employees of the Employer are paid.

C. Base Salary Increase: Employer agrees to pay Employee a four (4) percent cost of living adjustment increasing the annual base salary to \$136,633.00 effective October 9, 2022 and payable in installments at the time that other management employees of the employees of the Employer are paid.

### Section 4: Health, Disability and Life Insurance Benefits

The Employer agrees to provide and to pay the premiums for insurance programs for the Employee equal to those provided to other police officers of the City of Guadalupe. In the event Employee does not wish to enroll in such insurance programs, Employer shall make an equivalent payment into a deferred compensation program. Provisions of this section are subject to change.



## **Section 5: Vacation, Sick, Administrative and Holiday Leave**

- A. Employee shall accrue 10 hours sick leave each month.
- B. Employee shall accrue 10.0 hours vacation leave per month during the term of this Agreement. A vacation accrual cap shall not exceed an amount equal to two years' accrual. Employee will not earn additional vacation hours in excess of that cap.
- C. Employee shall be credited with 80 hours administrative leave annually, beginning with a pro-rated amount upon the effective date of this Agreement. Administrative leave shall not carry over from year to year, nor shall employee be entitled to payment for unused administrative leave at the end of each year. Each January 1<sup>st</sup> thereafter, Employee shall be credited with 80 hours of administrative leave for that calendar year.
- D. Employee shall receive the following paid holidays each year, and Employee shall be entitled to take such holidays off work without loss of compensation: New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, 4<sup>th</sup> of July, Labor Day, Veterans' Day, Thanksgiving Day, the day following Thanksgiving Day, Christmas Eve and Christmas Day, and two floating holidays to be scheduled at Employee's discretion upon notice to the City Administrator.

## **Section 6: Retirement**

Employer agrees to enroll Employee into the applicable state PERS retirement system or plan using the 2% @ 57 base formula required by the Public Employees Pension Reform Act of 2013 (PEPRA).

## **Section 7: General Business Expenses**

- A. Employee shall receive a uniform maintenance allowance double the amount as provided to other police officers of the City of Guadalupe.
- B. Employee shall receive a uniform reimbursement allowance up to \$1,200.00 annually and reimbursable in monthly installments when expense reports are submitted.
- C. Employer recognizes that certain expenses of a non-personal but job related nature are incurred by Employee, and agrees to reimburse or to pay said general expenses. Among such expenses, Employer recognizes that Employee shall be required to attend, and Employer shall pay for certain POST-mandated management courses. Other such expenses shall include membership fees for California Police Chiefs Association, and the Santa Barbara County Law Enforcement Chiefs Association. Upon approval by the City Administrator, the Finance Director is authorized to disburse such moneys upon receipt of duly executed or petty cash vouchers, receipts, statements or personal affidavits. Reimbursement for expenses for job-related conferences shall be subject to budgetary limitations.
- D. Employee shall be provided an emergency response vehicle at Employer expense. The vehicle will be equipped with appropriate emergency response equipment. Employee shall have use of the vehicle for both official business and transportation to and from personal residence. The purpose of this vehicle assignment is intended to expedite the emergency response to the City at all hours while off duty.

## **Section 8: Termination**

- A. For the purpose of this agreement, termination shall occur when three (3) out of five (5) members of the City Council vote to terminate the Employee at a duly authorized public meeting, when Employee is otherwise ready, willing and able to perform the duties of his position.
- B. If Employee is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health, with or without a reasonable accommodation, beyond any accumulated leave, Employer shall have the option to terminate this agreement, subject to the severance pay requirements of Section 9.
- C. If the Employer reduces the base salary, compensation or any other financial benefit of the employee in a percentage greater than the average reduction applicable to all department heads, Employee shall have the right to declare that such reduction constitutes termination.
- D. If the Employee resigns following an offer by Employer to accept resignation, or following a suggestion by Employer to resign, whether formal or informal, then the Employee shall have the right to declare such resignation a termination under this Agreement.
- E. Termination based on disability or inability to perform duties shall be subject to the provisions contained in the Peace Officers Bill of Rights and all applicable California and/or federal laws.

#### **Section 9: Severance**

- A. Except as set forth in subsection C and under Government Code Section 53260, if the Employee is terminated under Section 8, the Employer shall provide a severance payment equal to six (6) months salary at the current rate of pay. The severance shall be paid in a lump sum or in bi-weekly installments at Employer's option.
- B. The Employee shall also be compensated for all accumulated vacation and administrative time upon termination.
- C. Employee shall not be entitled to the severance payment set forth in subsection A in the event he is terminated following a conviction of a felony, or of a misdemeanor involving abuse of office or position by Employee, as that term is defined in Government Code Section 53243.4, or if otherwise terminated for good cause.

#### **Section 10: Resignation**

In the event that the Employee voluntarily resigns his position with the Employer, the Employee shall provide a minimum of 30 days notice unless the parties agree otherwise. Employee shall be entitled to be compensated for any unused accumulated vacation time as of the last date of employment but shall not be entitled to severance pay as provided in Section 9 nor any unused administrative time.

#### **Section 11: Hours of Work**

It is recognized that the Employee must devote a great deal of time outside the normal office hours on business for the Employer, including but not limited to City Council and other meetings occurring during evening and night hours. Employer is retaining Employee to perform the duties of director of public

safety, and not for any particular working hours or schedule. Employee shall be entitled to no additional compensation for hours worked outside the Employer's normal office hours.

### **Section 12: Outside Activities**

The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting, teaching or publishing opportunities provide indirect benefits to the Employer and the community, the Employee may, with Council authorization, elect to accept limited teaching, consulting, publishing or other business opportunities that cannot be construed as a conflict of interest with his responsibilities under this Agreement.

### **Section 13: Indemnification**

A. Employer shall provide Employee defense and indemnification as set forth in Part 7, Division 3.6, Title I of the Government Code, specifically Government Code Sections 995 et seq. Notwithstanding anything to the contrary in this subsection, pursuant to Government Code Section 53243.1, if the City provides funds for the legal criminal defense of Employee, any funds provided for that purpose shall be fully reimbursed by Employee to the City if Employee is convicted of a crime involving an abuse of his office or position.

B. Employee recognizes that Employer shall have the right to compromise and settle all actions or proceedings in which Employer is providing Employee a defense, even if Employee objects to such compromise or settlement.

### **Section 14: Other Terms and Conditions of Employment**

The Employer shall fix any such other terms and conditions of employment as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City of Guadalupe Municipal Code or any other state law.

### **Section 15: Notices**

A. Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

Employer: City of Guadalupe  
918 Obispo Street  
Guadalupe, California 93434

Employee: Michael Cash  
2211 Carrasco Way  
Santa Maria, CA 93455

B. Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil subpoenas. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the United States mail.

**Section 16: General Provisions**

A. **Integration:** This Agreement sets forth and establishes the entire understanding between the Employer and the Employee related to the employment of the Employee by the Employer. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.

B. **Binding Effect:** The Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.

C. **Effective Date:** This Agreement shall become effective on the date of passage of a resolution of the City Council approving this Agreement.

D. **Severability:** The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect.

**CITY OF GUADALUPE ("EMPLOYER")**

**MICHAEL CASH ("EMPLOYEE")**

By:

By:

\_\_\_\_\_  
Ariston Julian, Mayor

\_\_\_\_\_  
Michael Cash



Agenda Item No. 12.

**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of November 24, 2020**

*Philip F. Sinco*

Prepared by:  
Philip F. Sinco, City Attorney

Approved by:  
Todd Bodem, City Administrator

**SUBJECT:** Options for AB 1234 Ethics Training

**RECOMMENDATION:**

That the City Council accept this report for information and provide direction to staff.

**BACKGROUND:**

AB 1234 (Gov. Code section 53234, *et seq.*) requires that that local agency officials must receive a minimum of two hours of training in ethics. This training must encompass both general ethics principles, as well as a summary of specific laws concerning conflicts of interests, rules and limitations on gifts, and government transparency. The initial training must be completed no later than one year after the first day of service; and then the training course must be completed once every two years thereafter.

**DISCUSSION:**

Most, if not all, of the City's elected and appointed officials (i.e., City Council members and members of the Recreation and Parks Commission) will be required to complete this training soon. In the past, the City's elected and appointed officials have complied with this requirement by taking the free online ethics training course offered by the Fair Political Practices Commission (FPPC). However, while this training meets the requirements of AB 1234, there is no opportunity for officials to ask any questions since there is no instructor, but rather, only "slides" that are read one-by-one. Frankly, this is not the most effective manner of teaching a subject or retaining information since the transmission of information is one-way and not interactive. For this reason, a "live" training session is better for the officials as it increases the likelihood that important information will be retained, and also, provides them with an opportunity to ask questions as they arise during the training that otherwise might not be remembered at a later time if the official takes the online course.

Staff believes that there are three options for how its officials can obtain the mandatory ethics training. These options are discussed below.

**Option No. 1 – Online Course Offered by the FPPC**

The first option is for all of the City's official to take the free, online course offered by the FPPC. The primary benefit of this option is that there is nearly no cost to the City. The only significant benefit is that the training can be taken at a time that is convenient for each individual official.

The major drawback to this option is that an official is likely to retain less information than if the training is conducted live by a competent person who can answer questions as they arise.

### Option No. 2 – Live Training Session

The second option is for City officials to be provided the opportunity to receive the mandatory training in a live session. The primary benefit of this option is that the required ethics information, which is specialized and complex, can be presented in a way that is more likely to keep the attention of City officials, and thus, make it more likely that they will retain more information.

The main downside of this option is that there is a cost for this type of training. The City's finances have only recently stabilized as a result of one-time monies related to permit fees from the Pasadera development. Although the City's voters passed a sales tax increase earlier this month which should help further stabilize the City's finances, wasteful spending should always be avoided.

When there is free, online training available, an expenditure of funds for ethics training can only be justified if the return on this expenditure will likely result in overall cost savings for the City in the future. The old saying that "an ounce of prevention is worth a pound of cure" comes to mind. Ethics violations by a local agency official can be very costly, not just for the official by way of fines imposed by the FPPC, but for the local agency as well. The Council will need to decide if the estimated cost (approximately \$800) for the live training is justified in light of the risk that a City official might violate an ethics law, which could result in costs to the City. If an official does not have adequate knowledge of ethics laws, even an unintentional violation could result in costs to the City. These costs may be nonmonetary, such as the loss of good will of the City's residents arising from negative press coverage, or they may be monetary, such as the costs resulting from the filing of a lawsuit filed by an aggrieved party.

### Option No. 3 – Hybrid Training

City officials could obtain the required training by taking the online course in conjunction with a shorter live session focusing only on the more important areas of the training. This live session could be offered as part of a regular Council meeting on a Tuesday evening, or at a special meeting on another day (perhaps a joint session with the Recreation and Parks Commission). Alternatively, this live session could be included as part of the agenda of a special meeting along with other items such as goal setting, "visioning" for Downtown/economic development, and other topics that might be better discussed outside of a regular Council meeting.

The benefits of this option are that officials are more likely to retain more information than they would from taking the online course only, and that it would cost less than the two-hour live training session (Option No. 2). This supplemental training would emphasize the most important information, and since it would be the second time this information is relayed, it would increase the likelihood that more of the information would be retained than from the online course only. Officials would also have a chance to ask questions during the live training session, further increasing the likelihood that important information would be retained.

There are several disadvantages of this option. One disadvantage is that City officials would be required to spend more time being trained than what the law requires, which is undoubtedly inconvenient for the officials. Even the shorter live session would last at least 30 minutes, and more likely, 45 minutes, and

maybe up to an hour. Another disadvantage is that there would still be an additional cost to the City for the training (although less than Option No. 2) that could be avoided by simply requiring all City official to take the online training without any live training.

**FISCAL IMPACT:**

None, if the City Council chooses Option No. 1.

The cost to the City if the City Council selects Option No. 2 would be approximately \$800-\$1,000 for attorney fees related to the preparation for, and holding of, a live two-hour training session.

The cost to the City if the City Council selects Option No. 3 would be approximately \$400-\$500 for attorney fees related to holding of a shorter live training session.

**ATTACHMENTS:**

None.



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of November 24, 2020**

**Prepared by:**  
**Todd Bodem, City Administrator**

**SUBJECT:** City Clerk Vacancy

**RECOMMENDATION:**

Provide direction concerning efforts to recruit candidates for and appointment to vacant City Clerk office

**BACKGROUND:**

As a result of the election, a vacancy has occurred in the office of City Clerk. No candidate ran for the position in the November election, and as such, the City Council must take one of two actions to fill the vacancy.

The City Council shall either fill the vacancy by appointment or call a special election to fill the vacancy. There are two reasons the latter course of action is not recommended. First, there were no candidates for the office in the November election, and it is somewhat doubtful there would be a candidate for a special election. Second, there is significant cost in conducting a special election. As such staff recommends that Council appoint to the office.

Under Guadalupe Municipal Code Section 2.04.090, the City Administrator is vested with various powers and duties, one of which is:

“To hold the office of city clerk when qualified to do so following his/her appointment by the council, or to perform the duties of the city clerk in the absence of the appointment of some other person by the council.”

When the City Clerk’s office becomes vacant (on December 8, 2020), the City Administrator will perform the duties of the City Clerk until such time as the City Council appoints someone to the office.

City staff is aware of at least one person, and possibly two, who is/are interested in serving as the City Clerk if appointed by the City Council. Staff is seeking direction from the Council as to how it wishes to proceed to appoint a candidate to the office. Staff recommends that the Council direct staff to provide notice to the residents of the City by posting a notice on the City’s website and possibly in some other ways (as directed by the City Council) to inform persons who may be interested in serving as the City



Clerk to submit a letter of interest and describing their qualifications for the office and reason(s) for wanted to serve in this capacity. Staff further recommends that a thirty (30) day time period for submission of such letters of interest be provided, and that, thereafter, the letters will be considered by the Council at an open session (in January 2021) at which time the Council will make the appointment.

In the meantime, the City Administrator will handle the duties of the City Clerk.

**FISCAL IMPACT:**

None.