



**MINUTES  
GUADALUPE CITY COUNCIL  
TUESDAY, APRIL 11, 2017**

**City Hall, Council Chambers  
918 Obispo Street, Guadalupe, California 93434  
SPECIAL MEETING  
AT 5:00 PM**

1. **ROLL CALL.** Council Members Tony Ramirez, Virginia Ponce, Gina Rubalcaba, Ariston Julian and Mayor John Lizalde.
2. **CLOSED SESSION.**
  - a. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS-** pursuant to Government Code Section 54956.8

Property: APN 115-101-001, APN 115-113-001, 115-101-011

City Negotiators: Cruz Ramos, City Administrator, Dave Fleishman, City Attorney

Negotiating Party: Successor Agency to the former Guadalupe Redevelopment Agency  
Cruz Ramos, Executive Director, Dave Fleishman, Agency Counsel

Under Negotiation: Price and Terms of Payment

**PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS.**

**CLOSED SESSION ANNOUNCEMENT.**

**REGULAR MEETING  
AT 6:00 PM**

1. **MOMENT OF SILENCE.**
2. **PLEDGE OF ALLEGIANCE.**
3. **ROLL CALL.** Council Members Tony Ramirez, Virginia Ponce, Gina Rubalcaba, Ariston Julian and Mayor John Lizalde. **All present.**
4. **PROCLAMATION:** EVA CEDILLO  
  
**Tabled for another date.**
5. **COMMUNITY PARTICIPATION FORUM.**

**Mr. David Reyes, Kiwanis Representative,** announced the sponsorship of a Guadalupe Queen candidate for the Elk's Rodeo starting with an event on Friday, April 21<sup>st</sup> at the Elk's Lodge. There will be a Silent Auction, Dinner and Dance starting at 5 P.M.

**Mrs. Jeanne Mello** brought to the attention of the Council and the public the great distress brought upon the community as a whole and helpless animals in particular. They cannot speak for themselves. She described the terror, injury hazards and the loss of pets due to fleeing the noise and the unknown because of fireworks,; legal and un-legal alike. This occurs from May to September and disturbs seniors, the ill and the just plain tired of losing sleep public. It's a nuisance to the hale and hardy and a serious menace to the health and safety of the vulnerable animals and persons alike. Fireworks are dangerous and should be banned and it enforced.

**Mrs. Frances Romero** spoke saying she was here 4 weeks ago, giving a heads up on the annual assault on the community. Sane fireworks (legal) are allowed from June 28<sup>th</sup> to midnight, July 4<sup>th</sup>. The reasons people come before the council are: they want to impart information; they want to vent; give an invitation or they may need help with a problem. She gave 3 reasons why people don't speak up when there are problems: 1. They're busy 2. Don't care 3. Think nothing will change. She stressed the dry weather coming up and the danger in fireworks for starting fires. The danger of injury to adults and children alike from carelessness is not to be taken lightly. The message is that they should be banned. If not this year, vigorous warnings should go out: perhaps in the water bill.

6. **CONSENT CALENDAR.** The following items are presented for Council approval without discussion as a single agenda item 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.
- a. Payment of Warrants for the period ending April 6, 2017 to be approved for payment by the City Council. Subject to having been certified as being in conformity with the budget by the Finance Director.
  - b. Minutes of the City Council Regular Meeting of March 14, 2017 to be ordered filed.
  - c. Resolution No. 2017-13 – Authorizing submittal of Application for CalRecycle Beverage Container Recycling City/ County Payment Program Grant.
  - d. REVISED Transportation Development Act Claim FY 17/18 – Resolution No. 2017-14.

**Councilwoman Ponce** pulled 5b.

**Motion made by Councilman Julian and 2<sup>nd</sup> by Councilwoman Ponce to approve the Consent Calendar minus 5b. 5/0 passed.**

**Councilwoman Ponce** corrected the minutes as she said that she wasn't in attendance. She is correct in that she wasn't present. The minutes for the Council meeting of 3-14 -17 so states she wasn't, but the minutes for Closed Session does not state that she wasn't present.

**Councilman Ramirez** corrected the spelling of a word.

**Motion made to approve 5b made by Councilman Julian and 2<sup>nd</sup> by Councilwoman Rubalcaba. 5/0 passed.**

7. **GUADALUPE- NIPOMO DUNES CENTER – PRESENTATION BY DOUG JENZEN, EXECUTIVE DIRECTOR.**

**Mr. Doug Jenzen** stated that the last time he spoke before the Council was 2015 and time has flown and the Dunes Center has been busy. He'd like to bring everyone up to date on changes since that last meeting. The Dunes Center was located in Guadalupe at the time of its inception in 1996. The idea was through the Center focused on the natural history and geology of the area, they could bring to the school students and adults alike a better understanding of the world around us. It also would bring business into the area and help with the overall economy of the area, Guadalupe in particular. It could help Guadalupe students with access to knowledge that would put them on a more level playing field with students from a more affluent community.

**Mr. Jenzen** presented an audio-visual display of the renovations to the green and the yellow Crafton houses used for offices and museum displays on Guadalupe Street. He gave statistics as to the attendance of the museums and events presented to the public. He stated 78,000 students had interfaced with the Dunes Center, coming from many communities. Since 2012, 68,000 adults had been through the Center. He spoke of the educational trips sponsored by the Dunes Center that the students had had the opportunity to be a part of. These included the Canary islands and other overnight destinations of ecological interest. Every child will have participated in at least one field trip or Dunes Center project by the time they graduate from Mary Buren School.

His slides of the media coverage that the Dunes center was amazing, covering every continent and country except Antarctica. He showed a correlation between the number of visitors to the Center and the rate of increase in tax dollars for the City.

The Dunes has had an extraordinary opportunity to expand and offer more cultural events to the City and surrounding area. The former Far Western Building has been donated to them and the possibility of taking over the Royal Theater and renovating it has come about. Renewal and revitalizing the downtown would be another facet of expansion of the natural history and ecological exhibits available to the public.

Funding opportunities in the form of grants from the Santa Barbara Foundation is a part of the financial plan to fulfill this expansion. It has taken 1 and ½ years to write the grants; it will take 9 million to complete both projects. They polled the public to see which project should be done first. The public overwhelmingly chose the Far Western Building. This is a great opportunity to change the dialogue of our community. This will afford paces for children and families to come together for cultural experiences and strengthening bonds within families and community. The Center was now entering a quiet phase to prepare for fundraising, plan strategy and prepare for the work ahead.

**Councilman Julian** stated that he felt no other group could accomplish a scope of projects and events of such magnitude but the Dunes Center. It gives an opportunity to concentrate on the community as well as presenting greatly expanded opportunity to learn about our natural world around us. He stated

that it's vital to restore downtown because if we don't do something soon, the downtown area will be hurt when Pasadera comes in and the center of town will shift.

**Councilwoman Rubalcaba** gave her appreciation of the Dunes Center and its efforts for the community. She stated it is time everyone came together to work for the Community.

**Councilwoman Ponce** thought it was great when she heard that the family had donated the Far Western and it is a real win for Guadalupe. It's a tribute to Clarence and Rose Marie.

**Councilman Ramirez** said his thoughts strayed to the history of the Statue of Liberty and how it cost so much; yet its value far exceeds that for the country. It gives back ownership to the community.

8. **SANTA BARBARA COUNTY ANIMAL SERVICES AGREEMENT – ONE-YEAR EXTENSION.**

- a. Presentation (Jan E. Glick, Animal Services Director)
- b. City Council discussion and consideration.
- c. It is recommend that the City Council approve a one-year extension of the City's current Animal Services agreement with the County of Santa Barbara and authorize the Mayor to execute that extension.

**Animal Service Director Jan** stated that she was here to request an extension of the animal services contract as it has expired. The contract is a 24/7 emergency response and a patrol and control service which the scope of work has been expanded to cover reduced fee clinics, spay and neutering services and educational information. Anew emphasis on cats and programs geared toward their needs. Ferrell cats has become a problem in some areas. She cited numbers for the services both during the day and after hours of calls in the City. She stated that they were proactive in an adoption and a transfer program for animals to find good homes for the animals. **Jan** mentioned there were crates that the animal service could loan until the 5<sup>th</sup> of July for assisting in containing frightened animals in your home. She stated that she and the Clinic were looking forward to another year of service.

**Councilman Ramirez** asked about grants to assist in costs of caring for the animals.

**Jan** responded that California Food and Drug gave grants to the shelter for aid in the costs of pet owners who might need assistance. For assistance, she gave a number: 805 934-6968.

**Jan** answered **Councilman Julian's** question about the campaign in Santa Maria for 4<sup>th</sup> of July control of fireworks by saying is was successful in decreasing the number of strays due to fireworks.

**Councilman Julian** said he felt fireworks were harder on animals because they hear things we can't.

**Councilwoman Rubalcaba** asked that more information be sent out: in Spanish and English; to the community.

**Jan** commented that all animal services anywhere in the County was open to any resident to attend.

**Mrs. Ramirez** complemented **Jan** on the good job they do. She stated that 17 % of the dog/cats picked

up in Guadalupe were euthanized. She lamented the conditions of some animals and their circumstances of being left out in the cold, heat and rain conditions year-round. Hoping to educate the next generation better.

**Mayor Lizalde spoke** of the problem of catching people in the act of setting off illegal fireworks. It's a cat and mouse game.

**Motion made by Councilwoman Ponce and 2<sup>nd</sup> by Councilwoman Rubalcaba to approve a one-year extension of the Animal Services Contract and to authorize the Mayor to sign it. Roll Call 5/0 passed.**

9. **MEASURE A LOCAL PROGRAM OF PROJECTS.** That the City Council approve Resolution No. 2017-15 which adopts the 2017/18 through 2021/22 Measure A Local Program of Projects for the City of Guadalupe.
- a. Written Staff Report (Jeff van den Eikhof, City Engineer)
  - b. Written Communications.
  - c. Public Hearing.
  - d. City Council discussion and consideration.
  - e. It is recommended that the City Council concludes the public hearing and adopt Resolution No. 2017-15.

**City Engineer Eikhof** reported that every year the City must adopt a Measure A project (POPs) even though they plan with a 5-year agenda in mind. He showed by way of a spreadsheet that there was a carry-over of funds to complete some of the road projects. The projects include a large storage building for public works. As soon as this program is approved, it will go to SBCAG for approval, then implemented. Hopefully, we'll get caught up.

**Mayor Lizalde** commented on what would happen if we did not get funded and the consequences of being late with the MO. He cautioned the department not to be late with the MO.

**Motion made by Councilman Julian and 2<sup>nd</sup> by Councilwoman Rubalcaba to adopt Resolution 2017-15. Roll Call 5/0 passed.**

10. **CONSIDER CHANGE TO THE MONTHLY CITY COUNCIL MEETING SCHEDULE FROM TWO TO ONE MEETING PER MONTH ON A PILOT BASIS – RESOLUTION NO. 2017- 16.**

- a. Written Staff Report (Cruz Ramos, City Administrator)
- b. City Council discussion and consideration.
- c. It is recommended that the City Council adopt Resolution No. 2017-16.

**City Administrator Ramos** reminded the Council that this is the second time before them. Its purpose is to bring to your attention the time and effort on the part of staff to research and bring to your attention major projects for the City. One meeting a month would allow the time to fully research and bring the best information to base your decisions on.

**She** stated that at the current time, there are no bidding projects before the Council. She assured the Council and public that transparency would be tantamount in the work and decisions of the City. There is no change in the regulations or guiding rules, such as the Brown Act. Nothing will be compromised in going to one meeting.

**She** also related that public forums were being considered to get more information to people and more participation from the community. This is an added benefit, not keeping people away from government.

**Councilman Ramirez** stated he wanted to see public forums regardless of whether we have one or two meetings a month.

**City Administrator Ramos** said some of the public officials she was thinking of was Tax collector, social security, fire, police, to meet with the public.

**Councilman Julian** stated he was not in favor of going to once a month meeting. He felt that dialogs between citizens and public officials (public forums) should be before the Council. A lot happens and he likes to face issues twice a month. Especially budget meetings. He stated that many of the projects being worked upon by staff should be discussed before the Council in all fairness to the community.

**City Administrator Ramos** said it was not only the big projects but the side projects that require time. She feels that the daily work load can't be properly performed if they are having to gear up every two weeks for a board meeting. Research suffers if you have to take time for a board agenda and the paperwork that goes with it. There will be a public workshop for the budget.

**Councilwoman Ponce** said she had no problem on a trial basis. She would like to spend more time in the evening on one occasion a month rather than less time twice a month.

**Councilwoman Rubalcaba** said she would rather keep the schedule as is but cancel the second meeting if not enough items to discuss. She felt it was not fair to residents if it is necessary to have a second meeting during the month, the notice is greatly shortened in time: 24 hours. Much less than is given now. She also felt that if they got only one report a month from staff members, she wanted whoever is giving the report present. She wants it to be a good meeting.

**City Administrator Ramos** answered **Councilman Ramirez's** question by saying, yes, we would be saving money by having consultants and specialists in various fields present at two meetings since they get paid for giving us their information. She also stated that since it had been asked publicly, not by Council, that the stipend would not be reduced. It is a monthly lot and quite meager as is.

**Mrs. Ramirez** stated that she had worked closely with **Mr. Carter** and had been City Clerk before. She felt it was confusing because there is no proof of savings included with the statement that there will be savings. There also is no sunset date for the pilot program. She could not see a fiscal justification included in the report. Consultants are in attendance when needed only, so no savings there. It's all about manpower, etc. There is no certainty in this. Perhaps you could heavy load the 2<sup>nd</sup> Tuesday meeting, cancelling the 2<sup>nd</sup> meeting if you see it's not required. Random meetings are hard to announce to the public as we don't have a newspaper in the City. Many people have satellite TV, so do not get the Council televised. Our equipment isn't the best, so it's hard to understand. **Ms. Shirley Boylston** stated that her position had not changed. She felt more strongly about it after listening to **Mr. Julian** and **Mrs. Ramirez**. This system has been in use in Guadalupe for a long time and has worked. If people are interested in a topic, they will come out and the schedule should

be clear when to come. She proposes that the agenda be placed at the library as it is the custom with all Cities. She believes that the citizens want to be involved and will come out if they know about it. Forums and workshops have had poor attendance. She wasn't sure that was the answer.

**City Administrator Ramos** responded to the sunset absence on the pilot program. She stated that it is a pilot that can be cancelled at any time, so no date was attached.

**Mayor Lizalde** stated that at present the agenda was light on action items, amounting to one month's agenda full. He hopes this moves us closer to the goal of fiscal fitness.

**Mayor called for a vote on Resolution 2017-16 by Roll Call. 3/2 passed. Councilwoman Rubacalba and Councilman Julian voted No. Councilman Ramirez, Councilwoman Ponce and Mayor Lizalde voted yes.**

**11. CITY MANAGER REPORT.**

**City Administrator Ramos** thanked the Council for the vote. She stated that she would be looking for a full review of how we broadcast currently. She and the staff will be focusing in-house to see if all departments are working efficiently. Cost savings have already occurred. She'll be bringing more to the Council in the future.

**12. ANNOUNCEMENTS / COUNCIL ACTIVITY REPORTS.**

**Condolences to the families of: Councilwoman Ponce reported:**

<b>Mary Ann Canas</b>	<b>March 28<sup>th</sup>.</b>
<b>Ryan Nunes</b>	<b>March 31<sup>st</sup>.</b>
<b>Victor Garcia</b>	<b>March 23<sup>rd</sup>.</b>
<b>Margie Talaugon</b>	<b>April notice pending</b>

**Councilman Julian** announced the Charter Dinner for the Lion's Club of Guadalupe will be on April 29<sup>th</sup> at the Veteran's Hall. first item of participation: A Native Garden at the end of Capodonico Street. They will conduct a clean-up day on April 22<sup>nd</sup>.

**Adjourned at 7:45 P.M.**

**13. CLOSED SESSION.**

**a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Government Code Section 54957

Title: City Administrator

**CLOSED SESSION ANNOUNCEMENT.**

**14. ADJOURNMENT**

PREPARED BY: \_\_\_\_\_  
Joice Earleen Raguz, City Clerk

APPROVED BY: \_\_\_\_\_  
John Lizalde, Mayor

GUADALUPE POLICE DEPARTMENT  
MONTHLY ADMINISTRATIVE OPERATIONAL DATA SUMMARY  
MONTH OF APRIL 2017

## 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	1	1	0	0	1	1	2	2
211 PC ROBBERY	0	0	0	0	0	0	0	0
242/245 PC ASSAULT	4	4	1	1	9	9	7	7
459 PC BURGLARY	0	0	0	0	6	0	3	1
484/487 PC THEFT	4	1	3	1	9	2	24	6
10851 VC VEH THEFT	1	1	1	1	6	5	4	4
451 PC ARSON	0	0	1	1	1	0	1	1
<b>TOTAL</b>	<b>10</b>	<b>7</b>	<b>6</b>	<b>4</b>	<b>32</b>	<b>17</b>	<b>41</b>	<b>21</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	76	73	336	356
TOTAL REQUEST FOR SERVICE	243	223	859	837
TOTAL ACTIVITY FOR THE MONTH	<b>319</b>	<b>296</b>	<b>1,195</b>	<b>1,193</b>
DOMESTIC VIOLENCE REPORTS	3	1	6	5
TOTAL PROPERTY STOLEN	<b>\$2,202</b>	<b>\$830</b>	<b>\$17,677</b>	<b>\$13,806</b>
TOTAL PROPERTY RECOVERED	<b>\$50</b>	<b>\$700</b>	<b>\$50</b>	<b>\$5,116</b>

## 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	0	1	8	2	14	4
MISDEMEANOR	9	1	16	6	26	6	64	10
<b>TOTAL</b>	<b>14</b>	<b>1</b>	<b>16</b>	<b>7</b>	<b>34</b>	<b>8</b>	<b>78</b>	<b>14</b>
23152(a&b) VC ARREST	3		4		8		18	
WARRANT ARREST	4		10		16		33	

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



**GUADALUPE POLICE DEPARTMENT  
MONTHLY ADMINISTRATIVE OPERATIONAL DATA SUMMARY  
MONTH OF APRIL 2017**

**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	0	0
COCAINE	0	0	0	0	1	1	0	0
METHAMPHETAMINE	1	1	1	1	5	5	6	6
MARIJUANA	0	0	5	5	0	0	13	13
PARAPHERNALIA	0	0	1	1	1	1	11	11
TOTAL	1	1	7	7	7	7	30	30

**PART V: SPECIAL DATA**

	THIS MONTH	THIS MONTH LAST YEAR	THIS YEAR TO DATE	LAST YEAR TO DATE
OFFICERS ASSAULTED	1	0	1	0
INJURED ON DUTY	0	0	2	0

**ADDITIONAL INFORMATION:**

<b>STAFFING:</b>	1	POLICE CHIEF	
	2	POLICE SERGEANT	2 UNFILLED POSITIONS
	3	POLICE CORPORALS	
	7	POLICE OFFICERS	1 VACANT POSITION
	2	OFFICE STAFF PERSONNEL	
	5	RESERVE POLICE OFFICERS	2 UNFILLED POSITION
	1	COMMUNITY SERVICE TECHNICIAN	FULL TIME POSITION UNFILLED AS A PART-TIME POSITION
	0	EVIDENCE TECHNICIAN	UNFILLED POSITION
	2	POLICE VOLUNTEER(S)	
	3	ALCOHOL/DRUG PERSONNEL	GLADIATORS PROGRAM / 1 UNFILLED POSITION / ALL ARE PART TIME

**COMMENTS:**

One officer was assaulted during the month. Fortunately, the injury was minor requiring no medical attention.



# GUADALUPE FIRE DEPARTMENT



**TO:** CITY ADMINISTRATOR, CRUZ RAMOS  
**FROM:** CAPTAIN PATRICK SCHMITZ  
**SUBJECT:** MONTHLY SUMMARY OF CODE ENFORCEMENT CASES  
 April 1, 2017 – April 30, 2017

**DATE:** 05/04/2017

## CODE ENFORCEMENT CASES

INCIDENT TYPE	This Month	Last Month	Year to Date (2016-2017)	Year to date (2015-2016)
Business License (GMC 5.04.040)	0	0	2	7
Animal Nuisance (Odor, Noise) (GMC 6.04.100 (A,E))	0	0	0	0
Fowl, Livestock and Wild Animals (GMC 6.04.210)	0	1	6	8
Litter Accumulation (GMC 8.12.020)	0	6	70	57
Abatement of Weeds and Rubbish (GMC 8.16.010)	59	48	182	118
Unsafe Living Conditions (GMC 8.40.020)	0	0	12	1
Unlawful Property Nuisance (GMC 8.50.070)	0	0	55	39
Graffiti Abatement (GMC 9.07.060)	1	1	20	17
Abandoned Vehicles (GMC 10.36.010)	2	5	47	75
Unapproved Vehicle Covers (GMC 10.36.010)	0	1	17	9
Portable/fixed basketball goals (GMC 10.48.050)	0	1	9	14
Yard Sale Signs (GMC 12.13.010)	0	0	24	22
Tampering with Water Service (GMC 13.04.200)	0	0	4	11
Working Without Permits (GMC15.04.020)	0	8	13	18
Address Number (GMC 15.08.020 (505.1))	1	4	37	21
Illegal Garage Conversion (GMC 18.08.120, 18.08.160)	0	0	4	6
Damage Fence (GMC 18.52.125)	0	1	9	6
Parking on Front Yard Setback (GMC 18.60.035)	1	10	82	80
Landscape Maintenance Required (GMC 18.64.120)	3	4	19	20
Inspection/Complaints (No Violation Found)	5	2	20	7
Apartment Inspections	2	8	28	32
Yearly Business Inspections	1	6	50	31
Other	2	9	58	37
<b>TOTAL</b>	<b>77</b>	<b>115</b>	<b>768</b>	<b>636</b>

Miscellaneous	This Month	Last Month	Year to Date (2016-2017)	Year to date (2015-2016)
Visitors	76	107	659	416
Public Relations	0	2	25	14
School Visits (46 Kids)	2	2	5	4

**CALLS FOR SERVICE April, 2017**

<b>INCIDENT TYPE</b>	<b>This Month</b>	<b>Last Month</b>	<b>Year to Date (2016-2017)</b>	<b>Year to date (2015-2016)</b>
Medical	25	29	240	258
Structure Fire	0	0	4	7
Cooking Fire	0	0	0	0
Trash or Rubbish Fire	1	0	7	8
Vehicle Fire	1	0	7	3
Grass/Vegetation Fire	1	0	2	0
Other Fire	0	0	2	4
Motor Vehicle Accidents with Injuries	2	0	18	19
Motor Vehicle Accidents No Injuries	4	0	24	12
Motor Vehicle/Pedestrian Accident	0	0	1	2
Hazardous Materials Spill/Release	0	0	4	11
Hazardous Condition Other	1	0	25	13
Water Problem/Leak	1	0	11	10
Animal Problem	0	0	1	1
Search / Rescue	0	0	3	3
Public Assistance	1	0	14	25
Police Matter/Assistance	3	1	4	20
Illegal Burn	0	0	0	0
Smoke Detector Activation	0	0	5	12
Dispatch and Canceled En-route	2	1	23	34
False Alarm	0	3	17	9
<b>TOTAL</b>	<b>42</b>	<b>34</b>	<b>412</b>	<b>451</b>

**Additional Information**

**STAFFING:** 1 Public Safety Director (Police/Fire Chief)  
 3 Fire Captains 2 Full Time Positions filled / 1 Full Time Position Unfilled  
 1 Firefighter/Permit Tech.  
 8 Paid Call Firefighters 4 Positions vacant  
 6 Reserve Firefighters

**Special Coverage:**

Paid Call Firefighter Providing coverage on Holidays, Vacation, and Sick time due to Firefighter/Permit Technician being off.



**BUILDING DEPARTMENT**  
**City of Guadalupe**  
**918 Obispo Street**  
**Guadalupe, CA 93434**  
**Phone: (805) 356-3903**  
**Fax: (805) 343-6905**

## **BUILDING DEPARTMENT REPORT**

### **MAY 2017**

Work continues at the Pasadera project at a rapid pace. A total of 72 Building permits have been issued of the 156 homes proposed for Lot 5. 30 homes have been completed and Certificates of Occupancy have been issued. 9 more homes are nearing completion. 9 more homes are at the rough electrical, plumbing, mechanical and fire sprinkler stage. 24 homes are at the foundation and rough frame stage. The project is in full production mode.

Grading has begun on Lot 4 which will consist of a proposed 217 homes. Progress continues on the well and well house project. The Water Tank is complete.

The Pioneer Apartments project has yet to begin. Permits have not been issued. The Developer indicates that there are delays in his financing process.

The Beachside cooling project continues at a somewhat lumbering pace. The steel foundation reinforcement is in progress. Plans for the fire sprinkler system have been submitted. They will be returned to the Developer and sent to a Fire Protection Engineer for his approval prior to permit issuance.

Apio's new air handling system nears completion. The system is designed to provide additional fresh air to the cooling and production facilities. It is expected to improve the working condition within the plant. The Water Reclamation project moves forward with a meeting with the Apio Engineer and others of their staff. Plan sets are being produced. The Building Code does allow us to issue the foundation permit prior to the completion of the remaining plans. Prior Planning approval is required. This will be a complex project.

Discussions have begun with Steve Herring, the owner of the Truss Pro manufacturing facility. He is working to develop an additional production area to keep up with demand. When fully completed, the area would be enclosed.

The building department has processed 150 permits for the calendar year of 2017 and 261 permits for the fiscal year through the end of May 31, 2017. By comparison, for the fiscal year 2015-2016, total permits processed were 196. Factoring in permit projections for June, this represents a 40% increase for fiscal 16-17.

John McMillan  
 Building Official  
 City of Guadalupe



## CITY OF GUADALUPE BUILDING DEPARTMENT

### STATUS REPORT

MONTH: April, 2017

	This Month	Last Month	Year to Date	Last Year
<b>Visitors</b>	<b>24</b>	<b>36</b>	<b>113</b>	<b>119</b>
<b>Inspections</b>	<b>183</b>	<b>119</b>	<b>555</b>	<b>103</b>
<b>Building Permits Issued</b>	<b>12</b>	<b>35</b>	<b>63</b>	<b>90</b>
<b>Certificate of Occupancy</b>	<b>6</b>	<b>5</b>	<b>21</b>	<b>3</b>

**VISITORS: Permits, Planning application submittals, submitted plan updates, general information**

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# BUILDING DEPARTMENT ACTIVITY REPORT

## MAY ACTIVITY REPORT 2017

5/1/2017	AD9	918 Obispo	Scheduling - Sunny	X	
	SC1	Lot71	Drywall Nail	X	
	SC2	Lot71	Electrical Meter set - 18904	X	
	SC2	Lot72	Electrical Meter set - 18905	X	
	SC2	Lot73	Electrical Meter set - 18906	X	
	SC2	Lot74	Electrical Meter set - 18907	X	
	SC2	Lot75	Electrical Meter set - 18908	X	
	SC2	Lot76	Electrical Meter set - 18909	X	
	SC6	Lot72	Insulation	X	
	AD3	918 Obispo	Budget Financials		X
	AD5	918 Obispo	Emails with Annette on Budget		X
	F3	4479 3rd Street	Final Mechanical		
	F11	4479 3rd Street	Project final	X	
	SC3	Lot 74	Exterior Lath	X	
	SC3	Lot 75	Exterior Lath	X	
	SC3	Lot 76	Exterior Lath	X	
	AD1	918 Obispo	Joe from J&P - Apio Mezzanine sprinklers		X
	F11	4430 Cedar	Reroof final	X	
	AD1	918 Obispo	Sandy from Pasadera on cost of options	X	
	AD7	918 Obispo	Records update	X	
					20 activities 6.75 hours
5/2/2017	AD9	918 Obispo	Scheduling - Sunny and Hot	X	
	F1	1030 Pacheco	Final Building	X	
	F2	1030 Pacheco	Final Electrical	X	
	F11	1030 Pacheco	Project final	X	
	SC6	Lot 74	Insulation	X	
	SC1	Lot74	Drywall Nail	X	
	SC4	Lot77	Final Fire sprinklers	X	
	F1	Lot77	Final Building	X	
	F2	Lot77	Final Electrical	X	
	F3	Lot77	Final Plumbing	X	

## BUILDING DEPARTMENT ACTIVITY REPORT

F4	lot77	Final Mechanical	X	
F6	Lot77	Final Smoke alarm systems	X	
F11	Lot77	Project final	X	
F11	lot77	Final Fire Sprinklers	X	
SC3	4513 11th St	Exterior Lath	X	
SC6	4513 11th St	Insulation	X	
SC5	4513 11th St	Gas Pressure test	X	
F1	1030 Pacheco	Final Building	X	
F2	1030 Pacheco	Final Electrical	X	
F11	1030 Pacheco	Project final	X	
AD3	918 Obispo	Cruz on Budget and fee schedule	X	
AD5	918 Obispo	Annette on budget and fee schedule	X	
AD5	918 Obispo	Gustavo on gas pressure test failed inspection	X	
AD8	918 Obispo	Fire place option at Pasadera - Cost to developer	X	
MS4	Boys and Girls Club	Inspection for protential grant	X	
AD7	918 Obispo	Records update	X	
			26 Activities	5 hrs
5/3/2017	AD9	918 Obispo	Scheduling - Sunny	X
	SC6	Lot 75	Insulation	X
	FR7	Lot 94	Fire Sprinkler rough/hydro	X
	FR7	Lot 95	Fire Sprinkler rough/hydro	X
	AD7	Pasadera Busines office:	Record update of Pasadera permit records	X
	MS4	1211 Peralta	No Progress	X
	F11	415 DeGaspares	Water Heater	X
	AD1	918 Obispo	Joe from Apio on Fire sprinklers and air handling systems	X
	AD8	918 Obispo	Swimming requirements	
	SW4	1211 Peralta	Sewer Lateral to backside of Curb	X
	AD7	918 Obispo	Records update - extended	X
			11 Activities	6 hours
5/4/2017	AD9	918 Obispo	Scheduling - Sunny	X
	SC11	4575 W Main	Fire Sprinklers	
	FR7	4575 W Main	Fire sprinkler Hydro mezzanine at section K	X

## BUILDING DEPARTMENT ACTIVITY REPORT

F11	4575 W Main	Project final	X	
SC6	Lot76	Insulation	X	
SW6	Lot113	Underground Conduit	X	
Lot113	FR8	UG Drain waste vent	X	
Lot112	FR8	UG Drain waste vent	X	
Lot111	FR8	UG Drain waste vent	X	
Lot110	FR8	UG Drain waste vent	X	
4413 Elm	SC11	Roof Strip	X	
FR2	Lot 53	Floor nail	X	
AD7	918 Obispo	Records update - extended	X	
			13 Activities	
			2.5	
5/8/2017	AD9	918 Obispo	Scheduling - Sunny	X
	FN1	1211 Peralta	Epoxy At Column	X
	SW3	1211 Peralta	Compaction final Grading primary structure	X
	SW3	1211 Peralta	Compaction at engine room	X
	SW3	12 Peralta	Echo pave soil treatment	X
	SW3	1211 Peralta	Soils Report	X
	SW3	12 11 Peralta	Geo Grid	X
	FN5	1211 Peralta	Footing Inspection	X
	AD2	1211 Peralta	Review final Special Inspection reports	X
	FN1	Lot116	Anchors/Hold downs	X
	FN5	Lot	Forms, Footins, setbacks	X
	FN5	Lot	Post Tension reinforce	X
	AD2	Lot	Pad Cert	X
	FN1	Lot117	Anchors/Hold downs	X
	FN5	Lot117	Forms, Footins, setbacks	X
	FN5	Lot117	Post Tension reinforce	X
	AD2	Lot117	Pad Cert	X
	FN1	Lot118	Anchors/Hold downs	X
	FN5	Lot118	Forms, Footins, setbacks	X
	FN5	Lot118	Post Tension reinforce	X
	AD2	Lot118	Pad Cert	X
	FN1	Lot119	Anchors/Hold downs	X



## BUILDING DEPARTMENT ACTIVITY REPORT

FN5	Lot119	Forms, Footings, setbacks	X
FN5	Lot119	Post Tension reinforce	X
AD2	Lot119	Pad Cert	X
FN1	Lot115	Anchors/Hold downs	X
FN5	Lot115	Forms, Footings, setbacks	X
FN5	Lot115	Post Tension reinforce	X
AD2	Lot115	Pad Cert	X
FN1	Lot 114	Anchors/Hold downs	X
FN5	Lot 114	Forms, Footings, setbacks	X
FN5	Lot 114	Post Tension reinforce	X
AD2	Lot 114	Pad Cert	X
FR9	Lot 50	Shear	X
FR2	Lot50	Floor nailing	X
FR9	Lot49	Shear	X
FR2	Lot49	Floor Nailing	X
SC3	4513 11th ST	Exterior Lath	X
SC1	4513 11th ST	Drywall nail	X
AD2	918 Obispo	Fireplace option at Pasadena	X
AD7	918 Obispo	Records update -	X
			41 Activities      6.5 hours
5/9/2017 AD9	918 Obispo	Scheduling - Fog- Alice off sick	X
AD5	918 Obispo	Jeff V on Pasadena Grading permit	X
AD5	918 Obispo	Craig Smith on Grading permit	X
F1	357 Campodónico	Final Building	X
F2	357 Campodónico	Final Electrical	X
F3	357 Campodónico	Final Plumbing	X
F4	357 Campodónico	Final Mechanical	X
F6	357 Campodónico	Final Smoke alarm systems	X
F11	357 Campodónico	Project final	X
SC1	Lot 75	Drywall Nail	X
AD8	918 Obispo	W/ Captain Schmitz on Beachside fire sprinklers	
MS4	1211 Peralta	Beachside inspection of footings and begin form set	X
AD1	918 Obispo	Joe from J&P. Questions on air handling system	X

## BUILDING DEPARTMENT ACTIVITY REPORT

AD5	918 Obispo	JD@ Tunnel roofing - price of permit	X	
AD8	918 Obispo	Current review of Deputy Inspector Certs. GeoSolutions	X	
AD1	918 Obispo	Office coverage - phone calls and counter support	X	
SW3	1211 Peralta	Drainage system partial		X
AD7	918 Obispo	Records update - extended	X	
				<b>18 Activities</b>
				<b>7 hours</b>
5/10/2017	AD9	918 Obispo	Scheduling - Fog- Alice off sick	X
	SW3	1211 Peralta	Drainage system partial - periodic inspection	X
	F1	Lot94	Rough Electric	X
	F3	Lot94	Rough Mechanical	X
	F4	Lot94	Rough Plumbing	X
	FR5	Lot94	Frame	X
	FR6	Lot 94	Gas Lines	X
	FR8	Lot94	Gas Pressure test	X
	F1	Lot95	Rough Electric	X
	F3	Lot95	Rough Mechanical	X
	F4	Lot95	Rough Plumbing	X
	FR5	Lot95	Frame	X
	FR6	Lot 95	Gas Lines	X
	FR8	Lot95	Gas Pressure test	X
	F1	Lot96	Rough Electric	X
	F3	Lot96	Rough Mechanical	X
	F4	Lot96	Rough Plumbing	X
	FR5	Lot96	Frame	X
	FR6	Lot 96	Gas Lines	X
	FR8	Lot96	Gas Pressure test	X
	FR7	Lot96	Fire sprinkler rough/hydro	X
	SW3	1211 Peralta	Periodic inspection of drainage	X
	AD10	918 Obispo	4422 Fir permit prep	X
	F1	270 Tognazzini	Rough Electric	X
	F4	270 Tognazzini	Rough Plumbing	X
	F5	270 Tognazzini	Frame	X
	F3	270 Tognazzini	Rough Mechanical	X

# BUILDING DEPARTMENT ACTIVITY REPORT

AD7	918 Obispo	Records update -	X	28 Activities	6hrs
5/11/2017 AD9	918 Obispo	Scheduling - Fog-	X		
SW3	1211 Peralta	Periodic inspection of drainage system		X	
SC1	Lot 72	Drywall nail	X		
FR8	Lot105	Drain waste vent test	X		
FR8	Lot106	Drain waste vent test	X		
FR8	Lot107	Drain waste vent test	X		
FR8	Lot108	Drain waste vent test	X		
FR8	Lot109	Drain waste vent test	X		
SW6	Lot105	Underground Conduit	X		
SW6	Lot106	Underground Conduit	X		
SW6	Lot107	Underground Conduit	X		
SW6	Lot108	Underground Conduit	X		
SW6	Lot109	Underground Conduit	X		
SW6	Lot110	Underground Conduit	X		
SW6	Lot111	Underground Conduit	X		
FR2	4443 Elm	Roof Diphgram	X		
AD1	918 Obispo	Alvarez on 12th street projects	X		
AD1	918 Obispo	DeLeon on 4434 Elm	X		
AD10	Pasadera Offices	Craig S. on bonus room options		X	
AD6	4574 Castillo	OTC plan check- Correction		X	
FN5	1211 Peralta	Materials Inspection - Reinforcing Steel			
AD7	918 Obispo	Records update - extended	X		
				22 Activities	6.25
5/12/2017 AD9	918 Obispo	Scheduling	X		
AD10	918 Obispo	Construction documents for 331 Lindy	X		
AD4	918 Obispo	Meet wit Capt. Schmitz on Beachside fire sprinklers		X	
AD4	918 Obispo	Meet w/Homero on Beachside plans	X		
MS4	1211 Peralta	Beachside site vist - progress inspection		X	
MS4	Pasadera various	Pasadera- Progress Inspections			
AD4	Pasadera offices	Meet with Craig Smith on well and wellhouse			

### BUILDING DEPARTMENT ACTIVITY REPORT

					9 Activities	5hrs
AD6	918 Obispo	4574 Castillo plans returned as incomplete			x	
AD7	918 Obispo	Records update - extended				
<b>5/15/2017</b>						
AD9	918 Obispo	Scheduling			x	
SC6	270 Tognazzini	Insulation			x	
SC9	4513 11th street	Scratch coat			x	
SC1	Lot 71	Drywall Nail			x	
SC1	Lot 73	Drywall Nail			x	
SC3	Lot 94	Exterior Lath			x	
SC3	Lot 95	Exterior Lath			x	
FR2	Lot 116	Floor Nail			x	
F11	4550 10th street	Project final Micro wave at city water tank			x	
F2	4550 10th street	Final electrical on Microwave upgrade			x	
F1	4550 10th street	Final building on Microwave upgrade			x	
MS2	170 Pelican	RV parking space without planning - Refer to Fire dept			x	
MS2	208 Pt. Sal Dunes Way	Commercial Paver leaking fluids on res. Driveway-refer to fire			x	
AD3	918 Obispo	Annette on April P&L's			x	
AD7	918 Obispo	Records update			x	
					15 Activities	6.5 hours
<b>5/16/2017</b>						
AD9	918 Obispo	Scheduling			x	
FR8	Lot 120	Drain Waste Vent			x	
FR8	Lot 121	Drain Waste Vent			x	
FR8	Lot 122	Drain Waste Vent			x	
FR8	Lot 123	Drain Waste Vent			x	
FN2	Lot 112	Grounding Electrode System			x	
FN2	Lot111	Grounding Electrode System			x	
FN2	Lot 110	Grounding Electrode System			x	
FN2	Lot109	Grounding Electrode System			x	
SC10	357 Campodonico	Final coat of Stucco			x	
MS4	1211 Peralta	Foundation progress inspectionand meet w/ Super			x	
MS4	4717 Wong	Progress inspection - calling contractor			x	
SC9	lot71	Scratch coat			x	

## BUILDING DEPARTMENT ACTIVITY REPORT

SC9	Lot 72	Scratch coat	X		
SC9	Lot 73	Scratch coat	X		
FN5	1211 Peralta	Foundation reinforce inspections - partial		X	
AD3	918 Obispo	Budget review		X	
AD7	918 Obispo	Records update	X		
					18 Activities 6.5 hours
5/17/2017	AD9	918 Obispo	Scheduling	X	
	SC6	Lot 94	Insulation	X	
	AD4	Pasadera Offices	Meet Craig Smith on Grading and Well house		X
	AD5	928 Obispo	Warren Hamrick on Beachside plans	X	
	MS4	1211 Peralta	Periodic inspection	X	
	SC9	Lot 74	Scratch Coat	X	
	SC9	Lot 75	Scratch Coat	X	
	SC9	Lot 76	Scratch Coat	X	
	FN2	Lot 108	Grounding Electrode System	X	
	FN2	Lot 109	Grounding Electrode System	X	
	FN2	Lot110	Grounding Electrode System	X	
	AD5	918 Obispo	Annette on Royal Theater Insurance	X	
	AD8	918 Obispo	Review JPIA doc. On Insurance for Royal Theater	X	
	AD4	918 Obispo	Mike Pena on Additions to JPIA doc	X	
	AD4	918 Obispo	Meet w/Cruz, Budget, fee schedule and General Fund	X	
	AD7	918 Obispo	Records update _ Extended	X	
					16 Activities 7 hrs
5/18/2017	AD9	918 Obispo	Scheduling	X	
	FR7	Lot 46	Fire Sprinkler Rough/Hydro		X
	FR7	Lot 47	Fire Sprinkler Rough/Hydro		X
	SC6	Lot 95	Insulation		
	FR4	4575 11th	Rough Plumbing-Not Ready-Corrections		X
	FR8	4575 11th	Drain Waste Vent Test-Not Ready-Corrections		X
	FN5	1211 Peralta	Periodic inspection of forms, footings and reinforcement		X
	AD7	918 Obispo	Records update _ Extended	X	
					8 activities 5hrs

## BUILDING DEPARTMENT ACTIVITY REPORT

5/19/2017	AD9	918 Obispo	Scheduling	X	
	AD4	918 Obispo	Meet with Capt. Garcia on Code enforce issues - IPMC code	X	
	FR7	Lot 46	Fire sprinkler rough/hydro	X	
	FR7	Lot 47	Fire sprinkler rough/hydro	X	
	FR4	4575 11th	Rough Plumbing-	X	
	FR8	4575 11th	Drain Waste Vent Test	X	
	AD1	918 Obispo	Danny from Southwest sun solar	X	
	FR6	Lot46	Gas Piping	X	
	FR10	Lot 46	Gas Pressure test	X	
	FR6	Lot 47	Gas Piping	X	
	F10	Lot47	Gas Pressure test	X	
	MS4	1211 Peralta	Periodic foundation inspection	X	
	AD2	918 Obispo	Royal Theater Report	X	
	AD1	918 Obispo	Contractor Brooks on H2O heater permitting	X	
	AD7	918 Obispo	Records update_ Extended	X	
					15 Activities 7 hours
5/22/2017	AD9	918 Obispo	Scheduling	X	
	SC3	270 Tognazzini	Exterior Lath Inspection	X	
	AD5	918 Obispo	Cruz on Royal Theater	X	
	AD5	918 Obispo	emails w/appraiser for Royal theater	X	
	AD10	918 Obispo	W/ Alice on planning and building on carport port project	X	
	MS4	Pasadera	Periodic inspections and meet with Angel	X	
	MS4	1211 Peralta	Periodic inspections and meet with Angel	X	
	AD7	918 Obispo	Records update	X	
					8 Activities 3hrs
5/23/2017	AD9	918 Obispo	Scheduling	X	
	SC1	Lot 94	Drywall nail	X	
	SC3	Lot96	Exterior Lath	X	
	FR1	Lot 46	Rough electric	X	
	FR3	Lot 46	Rough mechanical	X	
	FN2	Lot46	Grounding electrode system	X	

## BUILDING DEPARTMENT ACTIVITY REPORT

FN5	lot 46	Post Tension		
FR5	Lot 46	Frame	X	
FR1	Lot 47	Rough electric	X	
FR3	Lot 47	Rough mechanical	X	
FN2	Lot47	Grounding electrode system	X	
FN5	Lot47	Post Tension		
FR5	Lot 47	Frame	X	
FN5	Lot48	Post Tension		
FR1	Lot 48	Rough electric	X	
FR3	Lot 48	Rough mechanical	X	
FN2	Lot48	Grounding electrode system	X	
FR5	Lot 48	Frame	X	
FN5	Lot49	Post Tension		
FR1	Lot 49	Rough electric	X	
FR3	Lot 49	Rough mechanical	X	
FN2	Lot49	Grounding electrode system	X	
FR5	Lot 49	Frame	X	
AD2	918 Obispo	Additional Info on Royal requested by Cruz	X	
AD10	918 Obispo	Gather request info for Royal Appraiser		
SC2	Lot 46	Meter set - 18913 312 Fuente	X	
SC2	Lot47	Meter set - 18914 310 Fuente	X	
SC2	Lot48	Meter set - 18915 308 Fuente	X	
SC2	Lot 49	Meter set - 18916 306 Fuente	X	
MS4	1211 Peralta	Periodic inspection of foundation elements		X
FN5	Lot 94	Post Tension	X	
FN5	Lot 51	Post Tension		
AD7	918 Obispo	Records update - extended	X	
				33 activities
				6.75
5/24/2017	AD9	918 Obispo	Scheduling	X
	AD4	787 Guadalupe St.	9:00AM at Royal Theater	X
	AD4	918 Obispo	Meet appraiser at office to provide support Docs.	X
	AD4	918 Obispo	Cruz and Les Gillman on Royal	X
	FN5	Lot 53	Post Tension	X

## BUILDING DEPARTMENT ACTIVITY REPORT

FN5	Lot 67	Post Tension	X
FN5	Lot 114	Post Tension	X
FN5	Lot 120	Post Tension	X
FN5	Lot115	Post Tension	X
FN5	Lot116	Post Tension	X
FN5	Lot111	Post Tension	X
FN5	Lot54	Post Tension	X
FN5	Lot52	Post Tension	X
AD5	918 Obispo	Miller Electric on multi wire circuits at Pasadena	X
AD8	918 Obispo	800-866 Guadalupe St. Seismic docs.	X
SC1	270 Tognazzini	Drywall Nail	X
SC6	Lot 96	Insulation	X
FR2	Lot118	Floor diaphragm nailing	X
AD4	918 Obispo	Meeting with Cruz and Mike and Jamie Beachside & Apio	X
AD7	918 Obispo	Records update - extended	X
AD6	918 Obispo	Emails from Jeff V Beachside	X
			22 Activities      8 hrs
5/25/2017	AD9	Scheduling	X
	FR2	Floor Diaphragm	X
	FN 5	Rebar and forms at Apio	X
	UR7	Epoxy Dowels at slab	X
	FR5	Frame	X
	FN5	Forms Footings Reinforce	X
	UR7	Holdowns	X
	FN5	Post Tension	X
	AD5	Emails with Cruz	X
	AD5	Emails with John From Apio	X
	FR5	Frame	X
	FN5	Forms Footings Reinforce	X
	UR7	Holdowns	X
	FN5	Post Tension	X
	FR5	Frame	X
	FR 5	Frame	X
	FN5	Forms Footings Reinforce	X



## BUILDING DEPARTMENT ACTIVITY REPORT

UR7	Lot105	Holdowns	X	
FN5	Lot105	Post Tension	X	
FR 5	Lot 106	Frame	X	
FN5	Lot106	Forms Footings Reinforce	X	
UR7	Lot106	Holdowns	X	
FN5	Lot106	Post Tension	X	
AD7	918 Obispo	Records update - extended	X	
MS4	1211 Peralta	Periodic inspection of foundation systems		26 Activities 4.75 hrs
5/26/2017				
FR 5	Lot107	Frame	X	
FN5	Lot107	Forms Footings Reinforce	X	
UR7	Lot107	Holdowns	X	
FN5	Lot107	Post Tension	X	
FR 5	Lot 108	Frame	X	
FN5	Lot108	Forms Footings Reinforce	X	
UR7	Lot108	Holdowns	X	
FN5	Lot108	Post Tension	X	
FR 5	Lot109	Frame	X	
FN5	Lot109	Forms Footings Reinforce	X	
UR7	Lot109	Holdowns	X	
FN5	Lot109	Post Tension	X	
FR 5	Lot110	Frame	X	
FN5	Lot110	Forms Footings Reinforce	X	
UR7	Lot110	Holdowns	X	
FN5	Lot110	Post Tension	X	
FR 5	Lot112	Frame	X	
FN5	Lot112	Forms Footings Reinforce	X	
UR7	Lot112	Holdowns	X	
FN5	Lot112	Post Tension	X	
FR 5	Lot113	Frame	X	
FN5	Lot113	Forms Footings Reinforce	X	
UR7	Lot113	Holdowns	X	
FN5	Lot113	Post Tension	X	

## BUILDING DEPARTMENT ACTIVITY REPORT

FN5	Lot117	Post Tension	X	
FR 5	Lot120	Frame	X	
FN5	Lot120	Forms Footings Reinforce	X	
UR7	Lot120	Holdowns	X	
FN5	Lot120	Post Tension	X	
FR2	Lot 117	Roof Nail	X	
FR2	Lot 115	Roof Nail	X	
AD4	918 Obispo	Meet with Captain Schmitz on Fire/ Building issues		
AD5	918 Obispo	Customer service With Mike Dalrymple 10th street		
PDPW	Pasadera	Side walks and Approaches - Bas and compaction	X	
MS4	1211 Peralta	Progress inspection - Meet with Super	X	
UR7	1211 Peralta	Epoxy Anchors	X	
FR9	Lot 53	Shear walls	X	
FR9	Lot 54	Shear walls	X	
AD7	918 Obispo	Records update	X	39 Activities 7 hrs
5/30/2016 AD5	918 Obispo	Emails to Steve Somolas on Pioneer Apartments	X	
AD5	918 Obispo	Emails to John L at Apio on Water Reclamation System	X	
AD5	918 Obispo	Update Cruz on Pioneer Apts and Apio Project	X	3 Activities 30 minutes
5/31/2017 AD9	918 Obispo	Scheduling	X	
SC1	Lot 95	Drywall Nail	X	
SW6	Lot121	Underground Countit	X	
FN2	Lot 121	Grounding Electrode System	X	
SW6	Lot 122	Underground Countit	X	
FN2	Lot 122	Grounding Electrode System	X	
SW6	Lot 123	Underground Countit	X	
FN2	Lot 124	Grounding Electrode System	X	
SW6	Lot 124	Underground Countit	X	
FN2	Lot 125	Grounding Electrode System	X	
FR 7	Lot 47	Fire Sprinkler Rough inspection	X	
FR 7	Lot 47	Fire Sprinkler Pressure Test/Hydro	X	
FR 7	Lot 48	Fire Sprinkler Rough inspection	X	
FR 7	Lot 48	Fire Sprinkler Pressure Test/Hydro	X	

## BUILDING DEPARTMENT ACTIVITY REPORT

SW8	9th & Pioneer	W/ Jamie on water line replace		X
XXX	Pasadera	Sidewalks Castillo & Las Flores Charged to Developer		X
AD1	918 Obispo	Contractor Carr on rafter span requirements	X	
AD2	918 Obispo	Monthly Activity Report	X	
AD 2	918 Obispo	Monthly Building Department Report	X	
MS4	1211 Peralta	Periodic inspection of foundation system		X
FR5	Lot 50	Frame	X	
FR9	Lot 115	Shear	X	
FR9	Lot 116	Shear	X	
FR5	Lot 52	Frame	X	
AD7	918 Obispo	Records update	X	
			<b>25 Activities</b>	<b>7.25 hrs</b>
			<b>May Activity Total 416</b>	

5c4.



**CITY OF GUADALUPE**  
**918 Obispo Street**  
**Guadalupe, CA 93434**  
**P: (805) 356-3895**  
**F: (805) 343-0542**  
**Finance Department**

Memorandum

To: Cruz Ramos, City Administrator

From: Annette Muñoz, Finance Director

Subject: Treasurer's Report – April 2017

Date: June 9, 2017

This memo explains the changes in the monthly Treasurer's report for April 2017 compared to the prior month. April cash increased by approximately \$195,000 due primarily to:

- \$215,000 received from developers for developer fees and consultant service reimbursement.
- 85,000 received from SB County for property tax.
- \$47,000 received from PG&E for annual franchise fee.
- \$107,000 paid to JJ Fisher Construction for ADA ramp & valve replacement project.
- \$36,000 paid to Hall, Hieatt & Connely for legal services.

cc: Treasurer file

**Treasurer's Report**  
**Investments and Cash as of April 30, 2017**

Local Agency Investment Fund ("LAIF") Account 98-42-346	3,292,250.16
<b>Total Investments</b>	<b>\$ 3,292,250.16</b>

Cash	
Checking Account 155-503815 ("Warrant Account")	475,806.37
Checking Account 155-003261 ("Payroll Account")	(30,644.75)
<b>Total Cash</b>	<b>\$ 445,161.62</b> *

\*Actual ending balances reconciled to Bank Statements

Non-Commingled and Trust-Account Funds	
USDA/RUS-HWY One Water/Sewer Pipeline Account 280-0389711	\$100.00
<b>Total Non-commingled and Trust Funds</b>	<b>\$100.00</b>


The following is a summary of the City's cash and investments as of April 30, 2017 compared with the prior month.

Investments and Cash	March 31, 2017	April 30, 2017
Investments	3,387,203.38	3,292,250.16
Cash	155,245.25	445,261.62
<b>Total</b>	<b>\$ 3,542,448.63</b>	<b>\$ 3,737,511.78</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: 5/30/2017 by:

  
**Petrona Amido**  
 City Treasurer

Local Agency Investment Fund  
 P.O. Box 942809  
 Sacramento, CA 94209-0001  
 (916) 653-3001

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
 May 30, 2017

CITY OF GUADALUPE

CITY TREASURER  
 918 OBISPO STREET  
 GUADALUPE, CA 93434

PMIA Average Monthly Yields

**Account Number:**  
 98-42-346

Tran Type Definitions

April 2017 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
4/14/2017	4/13/2017	QRD	1532811	SYSTEM	5,046.78
4/26/2017	4/26/2017	RW	1536043	ANNETTE MUNOZ	-100,000.00

Account Summary

Total Deposit:	5,046.78	Beginning Balance:	3,387,203.38
Total Withdrawal:	-100,000.00	Ending Balance:	3,292,250.16



## Public Works Monthly Report

For April, 2017

	This Month	(2017) Year to Date	2016
Trimmed Trees	0	13	46
Repaired Potholes	0	10 @2yds	12 Cu. Ft.
Replaced Sidewalk	3.5yds,210sq ft.	School walkway on Peralta St Completed.	1115 Sq. Ft
Painted Street Markings	0	0	16 Ea. Schl xing
Painted Stop Bars	1	1	16
Painted Stop Legend	0	0	16
Replaced Stop Signs	20	23	34
School Crosswalks	0	0	14
Sand Available for rain, approx. 22yds	22yds/tons	Unknown many	25 Tons delivered
Build well house	1 Make roof and wall/rmvbl.	1, enhancements effected to design in field, service needs	1
Auditorium cleaning	2	2	Unknown
Drains cleared of debris	23+	46+	Unknown
Broken Trees	0	10	Unknown
Recovered discards.	3	14	Unknown

Projection TV, computer desk, chest of drawers

Projects completed/pending this month.

Facilities: 1. Cost proposals for the replacement of the Panic Hardware in City hall 2. Fire auto sprinkler system annual inspection performed, by Whittle Fire. 3. Resolved issues with SB CO. on city broadcast Channel/ Council meetings.

Parks: 1Commenced work on JOC Park.2 Cheetah rodent Controller demonstration.3 Some Research on ride-on mowers for staff use.4 Met request from Fire Dept. re: city maintained open spaces.

Streets Dept.: 1 Closed out ADA/Valve replacement project.2 Notified Caltrans of damaged stop sign and pole at 6th St. and Hwy 1. 3 Supplied record of storm related expenses to Chief Hoving.4 Discussed CIP's for water, wastewater and roads.5 Completed agreed to portion of UPRR at grade crossing 's at 10<sup>th</sup> St and 11<sup>th</sup> St. 6 On-going Weed abatements throughout town.

Public works : 1 Energy watch partnership meeting , appointments scheduled ,not confirmed.2 Work and meetings on CCWA operating methods and communications.3 Contracted engineers perspective on CCWA and operating methods and practices.





## Water Dept. Monthly Report

For: April 2017

	<b>This Month</b>	<b>(2017) Year to Date</b>	<b>(2016) Last Year to Date</b>
Water Production (MGD)	27.68 MG	100.9 MG	364.60 MG in 2016 (465.5 MG to date)
Usage totals (Units)	25.18 MG	89.86 MG	321.06 MG in 2016 (410.92 MG to date)
Shut offs	48	201	544 in 2016 (745 to date)
Opens	25	106	319 in 2016 (425 to date)
Closes	18	83	298 in 2016 (381 to date)
Main Breaks	0	2	0 in 2016 (2 to date)
Lateral Breaks	2	4	2 in 2016 (6to date)

### Projects for this month:

1. Pasadera
  - a. Residual Monitoring Middle section Lot 5
2. Obispo Tank #2
  - a. Coating and Paint completed
  - b. Drainage and Piping next and pending
3. Tognazzini Well
  - a. Brush 2<sup>nd</sup> Archwave process pending
  - b. Pump test to follow
  - c. Final piping pending
  - d. Electrical and Scada pending finalization
4. DJ Farms Well
  - a. Pending next phase of pipe installs
5. Water line upgrade on 11<sup>th</sup> street
  - a. Pending Start Up. (Engineers)

6. DJ Farms well tie-in at Obispo yard
  - a. Pending Start up
7. Route 6 Auto Read conversion
  - a. Probe holes in process
8. Weed abatement
  - a. Elevated tank
  - b. Obispo Yard
  - c. Bonita Tank-Completed
9. Beachside cooling
  - a. Purchased new meter
  - b. Plans in review
10. State Water Line
  - a. Cannot receive higher flows past 450gpm
  - b. Alternate plans in review.



## Wastewater Monthly Report

For: APRIL . 2017

	<b>This Month</b>	<b>(2017) Year to Date</b>	<b>(2016) Last Year to Date</b>
Influent Flow (MGD)	22,107,000	64,000,117	64,700,000
Outflow	n/a	n/a	n/a
Sewer Line Cleaned (ft)	0	600	800
Compliance with regulatory standards	Full	full	full

Projects completed this month:

REPAIR SLUDGE PRESS  
 REPAIR PIONEER LIFT STATION  
 REPAIRED IRRIGATION LINES FROM STORM

**City of Guadalupe**  
**May 2017**  
**Civil Engineering Projects**

**The following is a list of projects in various stages of construction, design, or planning. They are listed in order of priority:**

- **ADA Ramp and Water Valve Replacement Project** – Work on the ADA Ramp and Water Valve Project has been completed. On May 9, 2017, the City Council approved a final change order, payment, and filing of the Notice of Completion.
- **2017 Pavement Rehabilitation Project** - The project has been put out to bid. The bid opening is scheduled for June 1, 2017. It is anticipated that the project will be brought before the Council in June for award of the construction project. The project had to be modified to allow construction of the sewer main replacement project. The following streets are part of this project.
  - Pioneer Street - Main Street to Wong Street.
  - 3rd Street - Pioneer to Lindy Drive
  - 4th Street - Obispo Street to West end at train tracks
- **Obispo and 11th Street Drainage Improvements** - The existing intersection of Obispo and 11th Street floods on a regular basis. The project installs additional inlets and increases the sizes of the downstream pipes. The work will also include upsizing the pipes at the north end of Peralta adjacent to the Beachside Cooler project. The plans also include upgrading of the existing curb ramps at 11<sup>th</sup> Street and Obispo to meet ADA requirements. Due to the amount of trenching, the section of 11<sup>th</sup> Street from Obispo to Peralta will be receiving an asphalt overlay. Plans are being reviewed by Public Works staff.
- **2017 Pavement Maintenance Project** – Streets are being evaluated for inclusion in a pavement maintenance project which would slurry seal the streets. Areas being considered are the remaining streets in the Point Sal Dunes neighborhood that were identified in the Pavement Maintenance System report.
- **USDA - Tognazzini Well Project** – V. Lopez construction continues to work on installation of valves and piping. Installation of the SCADA will be performed by the City's vendor.
- **Implementation of NPDES Permit and MS4 Requirements** – The City is in the 3rd year of implementation of the MS4 Requirements. This is an ongoing operation. We have been working closely with the City of Santa Maria who has lent support in the development of documents.
- **City Hall Parking** – At the direction of the City Administrator, preliminary plans are being developed to reconfigure the street parking around City Hall. The reconfiguration will increase the number of stalls and improve ADA access to City Hall.



- **IRWM DAC Grant (Lift Stations and Sewer Main Replacement)** –The first phase of the grant funding is for the design phase of work on the Pioneer and Hwy 1 Lift Stations, Sewer Main, and various “High priority” Water and Wastewater capital improvement projects. MKN has prepared an engineering design report, and is working on preliminary design plans.
- **Hwy 1/ Hwy 166 Intersection.** The City Engineer has been attending quarterly meetings with Caltrans, SBCAG and other agencies regarding the signalization of the Hwy 1 / Hwy 166 intersection. The project is being funded by SBCAG. It is anticipated that plans will be ready for bid in 2017 and construction would begin in 2018.
- **Union Pacific Railroad Crossings** – Union Pacific Railroad is working numerous rail crossings throughout the region. UPR reached out to the City to partner on construction work at 11<sup>th</sup> Street and 10<sup>th</sup> Street. The partnership allowed the City to complete work within the railroad right of way that would otherwise be difficult to complete.
- **Corporation Yard Building** - A premanufactured building at the Corporation Yard has been approved by Council. Design work will be necessary to ensure the site is adequate after the new water tank is constructed.
- **Various Drainage Issues** – There are various areas around the City that have drainage issues need some work.
  - In 2012, a drainage improvement project was completed at the north end of Tognazzini Ave. There is some additional work that is necessary here.
  - The wetlands next to City Hall have filled with silt over the years and the capacity has been decreased. The owner has hired a biologist and engineer to see what can be done. We are concerned that the reduced capacity could lead to flooding upstream and downstream of the wetlands.
- **Bonita Water Tank** – The Bonita water tank was in disrepair prior to the San Simeon Earthquake and was emptied and taken offline by staff. During the earthquake, the tank was further damaged. MKN has given us cost of repairing the tank and constructing a new one. Removing the tank and constructing a new one appears to be the best alternative. Although no progress has been made on this issue, there is a potential for allowing a scrap metal company to come in a remove the steel at little or no cost to the City.

## Development

The following developments which require engineering review/oversight are in various phases.

- Pasadera
  - Obispo Tank – Tank construction is complete.
  - Onsite Water Line (Staff is providing ongoing testing of dead end line to ensure water safety)
  - Lot 4 / Phase 2 – Grading plans for Lot 4 were submitted and have been returned with comments.



- Willdan Financial has been preparing the necessary documents for setting up the Landscape and Lighting District.
- Pioneer Street Apartments
  - The building permits have been approved and are awaiting the developer submitting fees. During construction activities staff will provide technical assistance for items within the City right-of-way.
- Beachside Cooler
  - Building permits have been issued.
  - Work on the 11st Drainage Project will be coordinated with the development and the reconstruction of Peralta.
- Guadalupe Court
  - The City Engineer has been working with the applicant to approve a Certificate of Compliance. A cover has been prepared, and the document has been submitted to the County for review.
- Alvarez Lot Line Adjustment (11<sup>th</sup> Street)
  - The project has gone through its first County review. Once the County has reviewed and approved the corrections the documents will be submitted for recordation.

## REPORT TO THE GUADALUPE CITY COUNCIL

City Council Agenda of June 13, 2017

*Barbara Burkhart*

**Prepared By:**  
Barbara Burkhart, City Planner

*CWR*

**Approved By:**  
Cruz W. Ramos, City Administrator

**SUBJECT:** Planning Dept. Status Report: April 2017

**WORK PROGRAM SUMMARY:**

<b>Activities and Programs</b>	<b>Number</b>	<b>Additional Information</b>
Zoning Clearances Issued	9	<b>2017-019-ZC</b> , 4560 Del Mar Drive, Single Family Residence <b>2017-026-ZC</b> , 4512 Del Mar Drive, Single Family Residence <b>2017-028-ZC</b> , 4507 Esperanza Drive, Single Family Residence <b>2017-029-ZC</b> , 4519 Esperanza Drive, Single Family Residence <b>2017-031-ZC</b> , 4531 Esperanza Drive, Single Family Residence <b>2017-033-ZC</b> , 4545 Esperanza Drive, Single Family Residence <b>2017-039-ZC</b> , 4574 Castillo Drive (DJ Farms) Patio Cover <b>2017-041-ZC</b> , 170 Pelican Lane, Concrete Pads <b>2017-042-ZC</b> , 4745 Garrett Street, Patio Cover
Zoning Clearances submitted; initiated review, internal and application correspondence re: Density Bonus. Project requires Design Review Permit (application pending)	1	2017-014-ZC, 15-unit apartment complex at 4626 Eleventh Street
Conditional Use Permits/Variances/Zone Change	0	n/a
Design Review Permits/Subdivisions	0	n/a

**RESOLUTION NO. 2017 17**

**RESOLUTION COMMITTING GRANT MATCH FUNDS FOR THE PURCHASE OF A REPLACEMENT BUS BY WAY OF A GRANT SPONSORED BY THE CITY OF SANTA MARIA THROUGH THE FOLLOWING FTA 5339 PROGRAM**

FTA 5339 Grant Program  
Grant Number CA-2017-002-001  
Applicant: City of Santa Maria

**WHEREAS,** the City of Guadalupe has entered into a grant collaboration with the City of Santa Maria for the purchase of a 30' Gillig Low-Floor transit bus through the FTA 5339 Program identified above, to replace a bus that has reached the end of its useful life, and

**WHEREAS,** the City of Santa Maria has secured the amount of \$419,464 from the FTA 5339 Program for the purchase of the transit bus described in paragraph one, and

**WHEREAS,** this collaboration requires that the City of Guadalupe formally commit to the City of Santa Maria by way of this Resolution, a local grant match of 15% of the total eligible cost or the balance of the eligible cost, and

**WHEREAS,** City of Guadalupe staff have budgeted transit funds for this capital project.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Guadalupe hereby commits to provide funds to the City of Santa Maria to secure the balance of total eligible cost in local funds for the bus purchase referenced above.

Passed and adopted this 13<sup>th</sup> day of June, 2017.

MOTION/SECOND: \_\_\_\_\_ / \_\_\_\_\_

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

\_\_\_\_\_  
John Lizalde, Mayor

Attested to:

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





**Authorizing Resolution for FTA Funds  
State of California  
Division of Rail and Mass Transportation  
2017 - 2018 Fiscal Year**

**RESOLUTION NO. 2017-18**

RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

**WHEREAS**, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1); and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

**WHEREAS**, the City of Guadalupe desires to apply for said financial assistance to permit operation of service in Santa Barbara County; and

**WHEREAS**, the City of Guadalupe has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the Guadalupe City Council does hereby Authorize the City Administrator-Cruz Ramos, to file and execute applications on behalf of with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1), as amended.

That City Administrator-Cruz Ramos is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That City Administrator-Cruz Ramos is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.

That City Administrator-Cruz Ramos is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

**PASSED AND ADOPTED** by the Guadalupe City Council of Santa Barbara County, State of California, at a regular meeting of said City Council held on the June 13<sup>th</sup>, 2017 by the following vote:

AYES:  
NOES:  
ABSENT:

*(Please Print)*

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

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Authorizing Resolution for FTA Funds  
State of California  
Division of Rail and Mass Transportation  
2018 - 2019 Fiscal Year**

**RESOLUTION NO. 2017-19**

RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

**WHEREAS**, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (**FTA C 9040.1F and FTA C 9050.1**); and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

**WHEREAS**, the City of Guadalupe desires to apply for said financial assistance to permit operation of service in Santa Barbara County; and

**WHEREAS**, the City of Guadalupe has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the Guadalupe City Council does hereby Authorize the City Administrator-Cruz Ramos, to file and execute applications on behalf of with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1F and FTA C 9050.1**), as amended.

That City Administrator-Cruz Ramos is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That City Administrator-Cruz Ramos is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.

That City Administrator-Cruz Ramos is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

**PASSED AND ADOPTED** by the Guadalupe City Council of Santa Barbara County, State of California, at a regular meeting of said City Council held on the June 13<sup>th</sup>, 2017 by the following vote:

AYES:  
NOES:  
ABSENT:

*(Please Print)*

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

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**REPORT TO THE CITY COUNCIL**  
**Council Agenda of June 13, 2017**



**Prepared by:**  
**Annette Muñoz**



**Approved by:**  
**Cruz Ramos, City Administrator**

**SUBJECT:** Acceptance of City of Guadalupe Public Transit Fund Financial Statements for Years Ended June 30, 2016 and 2015 with Independent Auditor's Report.

**RECOMMENDATION:** That the City Council review and accept the City of Guadalupe Public Transit Fund Financial Statements for Years Ended June 30, 2016 and 2015 with Independent Auditors' Report.

**BACKGROUND:**

For purposes of determining compliance with Transportation Development Act (TDA) sections 99234, 99262 of the California Public Utilities Code, and the rules and regulations of the Santa Barbara Association of Governments, an audit of the City's Transportation Development Act Fund has been performed by Moss, Levy & Hartzheim LLP, Certified Public Accountants. The audit includes an examination of the assets, liabilities and fund balance of the Public Transit Fund as of June 30, 2016 and 2015, and the related statements of revenue, expenditures and changes in fund balance.

The Independent Auditors' Report on Transportation Development Act Compliance, dated April 6, 2017 states that "the funds allocated to and received by the City of Guadalupe Public Transit Fund, complied, in all material respects, with the compliance requirements referred to above that are applicable to the statutory requirements of the Transportation Development Act and the allocation instructions and resolutions of Santa Barbara County Association of Governments for the fiscal year ended June 30, 2016."

**FISCAL IMPACT:**

None

**Attachment:**

**Attachment 1 – Public Transit Fund Financial Statements for Years Ended June 30, 2016 and 2015 with Independent Auditors' Report**

**CITY OF GUADALUPE**  
**PUBLIC TRANSIT FUND**  
**FINANCIAL STATEMENTS**  
**FISCAL YEARS ENDED JUNE 30, 2016 AND 2015**  
**WITH INDEPENDENT AUDITORS' REPORT**

**CITY OF GUADALUPE**  
Public Transit Fund  
June 30, 2016 and 2015  
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Moss, Levy & Hartzheim LLP

Certified Public Accountants

## INDEPENDENT AUDITORS' REPORT

The Board of Directors of the  
Santa Barbara County Association of Governments

We have audited the accompanying financial statements of the City of Guadalupe Public Transit Fund (the Fund), as of and for the fiscal years ended June 30, 2016 and June 30, 2015, and the related notes to the financial statements, as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the City of Guadalupe Public Transit Fund, as of June 30, 2016 and June 30, 2015, and the changes in financial position and cash flows for the fiscal years then ended in accordance with accounting principles generally accepted in the United States of America.

### Emphasis of Matter

As discussed in Note 1, the financial statements present only the Public Transit Fund and do not purport to, and do not, present fairly the financial position of the City of Guadalupe as of June 30, 2016 and June 30, 2015, the changes in its financial position and cash flows for the fiscal years then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

*Moss, Levy & Hartzheim LLP*

Santa Maria, California  
April 6, 2017

**CITY OF GUADALUPE**  
**PUBLIC TRANSIT FUND**  
**STATEMENTS OF NET POSITION**  
June 30, 2016 and 2015

	<u>2016</u>	<u>2015</u>
<b>ASSETS</b>		
Current Assets:		
Cash and cash equivalents	\$ 287,148	\$ 332,407
Accounts receivable	<u>368,746</u>	<u>20,752</u>
Total current assets	<u>655,894</u>	<u>353,159</u>
Capital Assets:		
Vehicles and equipment	1,427,835	985,492
Structures and improvements	17,344	17,344
Accumulated depreciation	<u>(807,070)</u>	<u>(738,836)</u>
Net capital assets	<u>638,109</u>	<u>264,000</u>
Total assets	<u>1,294,003</u>	<u>617,159</u>
<b>LIABILITIES</b>		
Current Liabilities:		
Accounts payable	29,691	26,965
Unearned revenue	71,000	79,756
Due to other funds	<u>250,000</u>	<u></u>
Total liabilities	<u>350,691</u>	<u>106,721</u>
<b>NET POSITION</b>		
Net investment in capital assets	638,109	264,000
Unrestricted	<u>305,203</u>	<u>246,438</u>
Total net position	<u>\$ 943,312</u>	<u>\$ 510,438</u>

See accompanying notes to financial statements.

**CITY OF GUADALUPE**  
**PUBLIC TRANSIT FUND**  
**STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
For the Fiscal Years Ended June 30, 2016 and 2015

	2016	2015
<b>Operating Revenues:</b>		
Passenger fares	\$ 83,835	\$ 88,483
Total operating revenues	<u>83,835</u>	<u>88,483</u>
<b>Operating Expenses:</b>		
Operations	433,762	372,796
Depreciation	<u>68,234</u>	<u>91,567</u>
Total operating expenses	<u>501,996</u>	<u>464,363</u>
Operating loss	<u>(418,161)</u>	<u>(375,880)</u>
<b>Nonoperating Revenues:</b>		
Interest income	75	53
Intergovernmental grants	<u>436,756</u>	<u>348,752</u>
Total nonoperating revenues	<u>436,831</u>	<u>348,805</u>
Income (loss) before capital contributions and transfers	<u>18,670</u>	<u>(27,075)</u>
Capital contributions	423,687	
Transfers out to City of Guadalupe	<u>(35,000)</u>	<u>(35,002)</u>
Total capital contributions and transfers	<u>388,687</u>	<u>(35,002)</u>
Change in net position	<u>407,357</u>	<u>(62,077)</u>
Net position, beginning of fiscal year	510,438	572,515
Prior period adjustment	<u>25,517</u>	
Net position, beginning of fiscal year - restated	<u>535,955</u>	<u>572,515</u>
Net position, end of fiscal year	<u>\$ 943,312</u>	<u>\$ 510,438</u>

See accompanying notes to financial statements.



**CITY OF GUADALUPE**  
**PUBLIC TRANSIT FUND**  
**STATEMENTS OF CASH FLOWS**  
For the Fiscal Years Ended June 30, 2016 and 2015

	<u>2016</u>	<u>2015</u>
Cash Flows from Operating Activities:		
Receipts from customers and users	\$ 83,835	\$ 88,483
Payments to suppliers and employees	<u>(431,036)</u>	<u>(387,900)</u>
Net cash used by operating activities	<u>(347,201)</u>	<u>(299,417)</u>
Cash Flows from Capital Financing Activities:		
Capital assets purchased	(442,343)	
Capital grant contributions	<u>423,687</u>	
Net cash used by capital financing activities	<u>(18,656)</u>	
Cash Flows from Noncapital Financing Activities		
Intergovernmental grants	355,523	446,668
Transfers out to City of Guadalupe	<u>(35,000)</u>	<u>(35,002)</u>
Net cash provided by noncapital financing activities	<u>320,523</u>	<u>411,666</u>
Cash Flows from Investing Activities:		
Interest income	<u>75</u>	<u>53</u>
Net cash provided by investing activities	<u>75</u>	<u>53</u>
Net increase (decrease) in cash and cash equivalents	(45,259)	112,302
Cash and cash equivalents, beginning of fiscal year	<u>332,407</u>	<u>220,105</u>
Cash and cash equivalents, end of fiscal year	<u>\$ 287,148</u>	<u>\$ 332,407</u>
Reconciliation of operating loss to net cash used by operating activities:		
Operating loss	\$ (418,161)	\$ (375,880)
Add: depreciation	68,234	91,567
Changes in assets and liabilities:		
Increase (decrease) in accounts payable	2,726	(15,104)
Net cash used by operating activities	<u>\$ (347,201)</u>	<u>\$ (299,417)</u>

See accompanying notes to financial statements.

**CITY OF GUADALUPE**  
**PUBLIC TRANSIT FUND**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2016 and June 30, 2015**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of Accounting and Measurement Focus**

The City of Guadalupe Public Transit Fund is a proprietary fund specifically categorized as an enterprise fund. Enterprise funds are used to account for activities similar to those found in the private sector, in which a fee is charged to external users for goods or services. The Public Transit Fund accounts for its activities on the accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Intergovernmental grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Private sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed for proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board (GASB). Governments also have the option of following subsequent-private sector guidance for their enterprise funds, subject to this same limitation. The City has elected not to follow subsequent private-sector guidance.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues and expenses of the City's proprietary fund are charges to customers for sales and services, administrative expense and depreciation on capital assets, respectively. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted net position are available, unrestricted resources are used only after the restricted resources are depleted.

**Reporting Entity**

The financial statements present only the Public Transit Fund and do not purport to, and do not present, the City's financial position, changes in financial position and cash flows. The City of Guadalupe's basic financial statements are available from the Finance Department at 918 Obispo Street, Guadalupe, California 93434.

**Capital Assets**

Capital assets are stated at cost, less accumulated depreciation computed on the straight-line method.

Buildings	50 years
Vehicles	7 years
Other Equipment	3-7 years

**NOTE 2 – CASH DEPOSITS**

The City follows the practice of pooling cash and investments for all funds (including the Public Transit Fund) under its direct control. Interest earned on pooled cash and investments is allocated periodically to the various funds based on average cash balance. Detailed disclosure regarding the City's investments of cash is included in the notes to basic financial statements of the City.

**NOTE 3 – PURCHASED TRANSPORTATION AND DESCRIPTION OF SERVICES**

The Santa Maria Organization of Transportation Helpers (SMOOTH) in cooperation with the Community Action Commission has been providing demand-response service in the Guadalupe area. The City began its contract in June 1999 with SMOOTH for transit services. The City is required to pay an hourly rate for services plus required repairs and fuel, net of fare revenue collected by SMOOTH.

**CITY OF GUADALUPE**  
**PUBLIC TRANSIT FUND**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2016 and June 30, 2015**

**NOTE 4 – CAPITAL ASSETS**

Activity for the Public Transit Fund for fiscal years ended June 30, 2016 and 2015, are as follows:

	Fiscal Year June 30, 2016 Activity			Balance June 30, 2016
	Balance June 30, 2015	Increases	Decreases	
Capital assets, being depreciated:				
Vehicles and equipment	\$ 985,492	\$ 442,343	\$ -	\$ 1,427,835
Structures and improvements	17,344			17,344
Total capital assets	1,002,836	442,343		1,445,179
Less accumulated depreciation for:				
Vehicles and equipment	(721,492)	(68,234)		(789,726)
Structures and improvements	(17,344)			(17,344)
Total accumulated depreciation	(738,836)	(68,234)		(807,070)
Total capital assets, net	\$ 264,000	\$ 374,109	\$ -	\$ 638,109

	Fiscal Year June 30, 2015 Activity			Balance June 30, 2015
	Balance June 30, 2014	Increases	Decreases	
Capital assets, being depreciated:				
Vehicles and equipment	\$ 985,492	\$ -	\$ -	\$ 985,492
Structures and improvements	17,344			17,344
Total capital assets	1,002,836			1,002,836
Less accumulated depreciation for:				
Vehicles and equipment	(629,925)	(91,567)		(721,492)
Structures and improvements	(17,344)			(17,344)
Total accumulated depreciation	(647,269)	(91,567)		(738,836)
Total capital assets, net	\$ 355,567	\$ (91,567)	\$ -	\$ 264,000

CITY OF GUADALUPE  
PUBLIC TRANSIT FUND  
NOTES TO FINANCIAL STATEMENTS  
June 30, 2016 and June 30, 2015

NOTE 5 – INTERGOVERNMENTAL GRANTS

	<u>2016</u>	<u>2015</u>
Transportation Development Act		
Transportation Development Act \$0.0025 sales tax	\$ 278,871	\$ 232,745
Low Carbon Transit Operations Program	79,756	
State Transit Assistance	3,700	42,028
Section 5311	61,182	73,979
Prop 1B Transportation	<u>13,249</u>	
	<u>\$ 436,758</u>	<u>\$ 348,752</u>

NOTE 6 – EXCESS ALLOCATIONS

Pursuant to Section 6634 of the California Administrative Code – Transportation Development Act, a transit claimant is precluded from receiving monies from the Local Transportation Fund and the State Transit Assistance Fund in the amount exceeding the claimant’s capital and operating costs, less the required fares, local support and the amount received during the fiscal year from a city or county to which the operator provides service beyond its boundaries. These credits may be used by the Santa Barbara County Association of Governments to reduce future allocations. The Transportation planning agency shall promptly authorize the payment of moneys allocated and reserved for a claimant pursuant to Section 6648 whenever the claimant demonstrates that such monies are needed for the specific capital projects.

	<u>2016</u>
Total Operating Expenses	\$ 501,996
Less:	
Depreciation	(68,234)
Fare Revenue	(83,835)
Federal and State Operating Assistance (includes LCOP)	(144,638)
	<u>Maximum Allocation for Operations</u>
	<u>\$ 205,289</u>
Allocations for Operations	
PUC 99260	\$ 278,871
State Transit Assistance	3,700
	<u>Total Allocations for Operations</u>
	<u>\$ 282,571</u>
Excess Allocation for Operations	<u>\$ 77,282</u>

**CITY OF GUADALUPE**  
**PUBLIC TRANSIT FUND**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2016 and June 30, 2015**

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**NOTE 7 – FAREBOX RATIO**

Pursuant to Section 6633 of the California Administrative Code – Transportation Development Act, a transit claimant must maintain fare revenues to meet the ratios specified in sections 6633.2 and 6633.5 and the amount of the sum of fare revenues and local support required to meet the ratios specified in section 6633.2. The required ratio for service in a non-urbanized area is 10%.

Farebox Ratio Calculation as of June 30, 2016:

Operating Cost	\$	433,762
Fare Revenue		83,835
Local Support		-
Farebox Ratio		19.3%

As of June 30, 2016, the City has met its fare revenue ratio and is in compliance.

**NOTE 8 – UNEARNED REVENUE**

Unearned revenue arises when assets are received before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility are met are recorded as unearned revenue. The City of Guadalupe Public Transit Fund had \$71,000 in unearned revenue at June 30, 2016.

**NOTE 9 – PTMISEA**

The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Bond Act), approved by the voters as Proposition 1B in November 2006, included a program of funding in the amount of \$4 billion to be deposited into the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA). Of this amount, \$3.6 billion in the PTMISEA was made available to project sponsors in California for allocation to eligible public transportation projects.

During the fiscal year ended June 30, 2016, the City applied for \$171,344 of PTMISEA funds for the purchase of a new transit bus. As of June 30, 2016, PTMISEA funds received and expended were verified in the course of our audit as follows:

	<u>2016</u>
Proceeds Received:	
PTMISEA Allocation	\$ 171,344
	<u>171,344</u>
Total Proceed Received	<u>171,344</u>
Expenditures Incurred:	
Purchase of bus	171,344
	<u>171,344</u>
Total Expenditures Incurred	<u>171,344</u>
Unexpended as of June 30, 2016	<u>\$ -</u>

**CITY OF GUADALUPE**  
**PUBLIC TRANSIT FUND**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2016 and June 30, 2015**

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**NOTE 10 – LOW CARBON TRANSIT OPERATIONS PROGRAM**

The City of Guadalupe Public Transit Fund received a funding from the Low Carbon Transit Operations Program (LCTOP), administered by the State of California Department of Transportation. The funding is to expand intercity transit Flyer service between Guadalupe and Santa Maria to provide two additional Saturday morning loops, one additional Saturday evening loop, and eight new Sunday loops, servicing between Guadalupe and neighboring Santa Maria on the intercity “Flyer” route. The expansion includes adding three full route loops on Saturdays and an entire new day of service on Sundays.

As of June 30, 2016, the LCTOP funds received and expended were as follows:

	<u>2016</u>
Proceeds Received	\$ 79,756
Interest Earnings	16
Expenditures Incurred	54,129
	<u>          </u>
Unexpended as of June 30, 2016	<u>\$ 25,643</u>

**NOTE 11 – PRIOR PERIOD ADJUSTMENT**

There was a prior period adjustment in the Transit Fund to increase beginning net position by \$25,517 to properly record June 2015 revenues.



Moss, Levy & Hartzheim LLP  
Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON TRANSPORTATION  
DEVELOPMENT ACT COMPLIANCE**

The Board of Directors of the  
Santa Barbara County Association of Governments

We have audited the financial statements of the City of Guadalupe Public Transit Fund's (the City) compliance with the types of compliance requirements described in the *Transportation Development Act Guidebook*, published by the State of California Department of Transportation applicable for the fiscal year ended June 30, 2016.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the Transportation Development Act.

***Auditors' Responsibility***

Our responsibility is to express an opinion on the City's compliance based on our audit of the compliance with applicable statutes, rules and regulations of the Transportation Development Act and the allocation instructions and resolutions of the Santa Barbara County Association of Governments as required by Section 6667 of Title 21, Division 3, Chapter 2, Article 5.5 of the California Code of Regulations during the fiscal year ended June 30, 2016. Section 6667 requires that for a transit claimant, the independent auditor shall perform at least the following tasks: (a) Determine whether the claimant was an entity eligible to receive the funds allocated to it, (b) Determine whether the claimant is maintaining its accounts and records on an enterprise fund basis and is otherwise in compliance with the uniform system of accounts and records adopted by the State Controller pursuant to Public Utilities Code Section 99234, (c) Determine whether the funds received by the claimant, pursuant to the Act were expended in conformance with those sections of the act specifying the qualifying purposes, including Public Utilities Code Sections 99262 and 99263 for operators receiving funds under article 4, Sections 99275, 99275.5 and 99277 for Article 4.5 claimants, and Section 99400(c), (d), and (e) for Article 8 claimants for service provided under contract, and Section 99405(d) for transportation services provided by cities and counties with populations of less than 5,000, (d) Determine whether the funds received by the claimants pursuant to the Act were expended in conformance with the applicable rules, regulations, and procedures of the transportation-planning agency and in compliance with the allocation instructions and resolutions, (e) Determine whether interest earned on funds received by the claimant pursuant to the Act were expended only for those purposes for which the funds were allocated in accordance with Public Utilities Code Sections 99234.1, 99301, 99301.5, 99301.6, (f) Verify the amount of the claimant's operating cost for the fiscal year, the amount of fare revenues required to meet the ratios specified in Sections 6633.2 and 6633.5 and the amount of the sum of fare revenues and local support required to meet the ratios specified in the Section 6633.2, (g) Verify the amount of the claimant's actual fare revenues for the fiscal year, (h) Verify the amount of the claimant's actual local support for the fiscal year, (i) Verify the amount that the claimants were eligible to receive under the Act during the fiscal year in accordance with Sections 6634 and 6649, (j) Verify, if applicable, the amount of the operator's expenditure limitation in accordance with Section 6633.1, (k) In the case of an operator, determine whether the operator's employee retirement system or private pension plan is in conformance with the provisions of Public Utilities Code Sections 99271, 99272, 99273, (l) In the case of an operator, determine whether the operator has had a certification by the Department of the California Highway Patrol verifying that the operator is in compliance with Section 1808.1 of the Vehicle Code, as required in Public Utilities Code Section 99251, (m) In the case of an operator, verify, if applicable, its State Transit Assistance eligibility, pursuant to Public Utilities Code Section 99314.6 or 99314.7, and (n) In the case of a claimant for community transit services, determine whether it is in compliance

with Public Utilities Code Sections 99155 and 99155.5. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the Transportation Development Act Guidebook. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above could have a direct and material effect on the state laws and regulations applicable to the City occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

*Opinion on Compliance with the Transportation Development Act*

In our opinion, the funds allocated to and received by the City of Guadalupe Public Transit Fund, complied, in all material respects, with the compliance requirements referred to above that are applicable to the statutory requirements of the Transportation Development Act and the allocation instructions and resolutions of Santa Barbara County Association of Governments for the fiscal year ended June 30, 2016.

This report is intended solely for the information and use of the City Council, management of the Santa Barbara County Association of Governments and for filing with the appropriate regulatory agencies and is not intended to be and should not be used by anyone other than these specified parties.

*Moss, King & Hartgen LLP*

Santa Maria, California  
April 6, 2017



**REPORT TO THE CITY COUNCIL**  
**Council Agenda of June 13, 2017**



**Prepared by:**  
**Annette Muñoz**



**Approved by:**  
**Cruz Ramos, City Administrator**

**SUBJECT:** Acceptance of City of Guadalupe Transportation Development Act Fund Financial Statements for Years Ended June 30, 2016 and 2015 with Independent Auditor's Report.

**RECOMMENDATION:** That the City Council review and accept the City of Guadalupe Transportation Development Act Fund Financial Statements for Years Ended June 30, 2016 and 2015 with Independent Auditors' Report.

**BACKGROUND:**

For purposes of determining compliance with Transportation Development Act (TDA) sections 99234 and 99400(a) of the California Public Utilities Code, and the rules and regulations of the Santa Barbara Association of Governments, an audit of the City's Transportation Development Act Fund has been performed by Moss, Levy & Hartzheim LLP, Certified Public Accountants. The audit includes an examination of the assets, liabilities and fund balance of the Transportation Development Act Fund as of June 30, 2016 and 2015, and the related statements of revenue, expenditures and changes in fund balance.

The Independent Auditors' Report on Transportation Development Act Compliance, dated April 6, 2017 states that "the funds allocated to and received by the City of Guadalupe Transportation Development Act Fund, complied, in all material respects, with the compliance requirements referred to above that are applicable to the statutory requirements of the Transportation Development Act and the allocation instructions and resolutions of Santa Barbara County Association of Governments for the fiscal year ended June 30, 2017."

**FISCAL IMPACT:**

None

**Attachment:**

Attachment 1 – TDA Fund Financial Statements for Years Ended June 30, 2016 and 2015 with Independent Auditors' Report

**CITY OF GUADALUPE**  
**TRANSPORTATION DEVELOPMENT ACT FUND**  
**FINANCIAL STATEMENTS**  
**FISCAL YEARS ENDED JUNE 30, 2016 AND 2015**  
**WITH INDEPENDENT AUDITORS' REPORT**  
**SEGREGATED BY SECTIONS 99234**  
**AND 99400(a) OF THE PUBLIC UTILITIES CODE**

**CITY OF GUADALUPE**  
Transportation Development Act Fund  
Segregated by Sections 99234 and 99400(a)  
of the Public Utilities Code  
June 30, 2016 and 2015  
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## INDEPENDENT AUDITORS' REPORT

The Board of Directors of the  
Santa Barbara County Association of Governments

We have audited the accompanying financial statements of the City of Guadalupe Transportation Development Act Fund (the Fund), as of and for the fiscal years ended June 30, 2016 and June 30, 2015, and the related notes to the financial statements, as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Transportation Development Act Fund of the City of Guadalupe, as of June 30, 2016 and June 30, 2015, and the changes in financial position for the fiscal years then ended in accordance with accounting principles generally accepted in the United States of America.

### Emphasis of Matter

As discussed in Note 1, the financial statements present only the Transportation Development Act Fund and do not purport to, and do not, present fairly the financial position of the City of Guadalupe as of June 30, 2016 and June 30, 2015, the changes in its financial position for the fiscal years then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

*Moss, Levy & Hartzheim LLP*

Santa Maria, CA  
April 6, 2017

CITY OF GUADALUPE  
TRANSPORTATION DEVELOPMENT ACT FUND  
SECTIONS 99234 AND 99400(A) OF THE PUBLIC UTILITIES CODE  
BALANCE SHEETS  
June 30, 2016 and June 30, 2015

	2016		Total	2015
	99234	99400(a)		Total
<b>Assets:</b>				
<b>Current assets:</b>				
Cash and investments	\$ -	\$ 173,728	\$ 173,728	\$ 198,274
Prepaid insurance				524
Accounts receivable		950	950	376
<b>Total assets</b>	<b>\$ -</b>	<b>\$ 174,678</b>	<b>\$ 174,678</b>	<b>\$ 199,174</b>
<b>Liabilities:</b>				
<b>Current liabilities</b>				
Accounts payable	\$ -	\$ -	\$ -	\$ -
<b>Total liabilities</b>				
<b>Fund balance:</b>				
Restricted		174,678	174,678	199,174
<b>Total fund balance</b>		<b>174,678</b>	<b>174,678</b>	<b>199,174</b>
<b>Total liabilities and fund balance</b>	<b>\$ -</b>	<b>\$ 174,678</b>	<b>\$ 174,678</b>	<b>\$ 199,174</b>

See accompanying notes to financial statements

**CITY OF GUADALUPE**  
**TRANSPORTATION DEVELOPMENT ACT FUND**  
**SECTIONS 99234 AND 99400(A) OF THE PUBLIC UTILITIES CODE**  
**STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**Fiscal Years Ended June 30, 2016 and June 30, 2015**

	2016			2015
	99234	99400(a)	Total	Total
<b>Revenues:</b>				
Local Transportation Fund allocations	\$ 5,624	\$ -	\$ 5,624	\$ 5,023
Interest	59		59	53
<b>Total revenues</b>	<b>5,683</b>		<b>5,683</b>	<b>5,076</b>
<b>Expenditures</b>				
Maintenance and operations	5,683	24,302	29,985	9,032
<b>Total expenditures</b>	<b>5,683</b>	<b>24,302</b>	<b>29,985</b>	<b>9,032</b>
Excess of revenues over (under) expenditures		(24,302)	(24,302)	(3,956)
<b>Other Financing Uses:</b>				
Transfers out to City of Guadalupe		(700)	(700)	(3,806)
Transfers in from City of Guadalupe				4,028
<b>Total other financing sources (uses)</b>		<b>(700)</b>	<b>(700)</b>	<b>222</b>
Changes in fund balance		(25,002)	(25,002)	(3,734)
Fund balance, beginning of fiscal year		199,174	199,174	202,908
Prior period adjustment		506	506	
Fund balance, beginning of fiscal year, restated		199,680	199,680	202,908
Fund balance, end of fiscal year	\$ -	\$ 174,678	\$ 174,678	\$ 199,174

See accompanying notes to financial statements

**CITY OF GUADALUPE**  
**TRANSPORTATION DEVELOPMENT ACT FUND**  
**SECTIONS 99234 AND 99400(A) OF THE PUBLIC UTILITIES CODE**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**Fiscal Year Ended June 30, 2016**

	Budget	Actual	Variance Positive (Negative)
<b>Revenues:</b>			
Local Transportation Fund allocations	\$ -	\$ 5,624	\$ 5,624
Interest		59	59
<b>Total revenues</b>		<b>5,683</b>	<b>5,683</b>
<b>Expenditures:</b>			
Maintenance and operations	175,000	29,985	145,015
<b>Total expenditures</b>	<b>175,000</b>	<b>29,985</b>	<b>145,015</b>
Excess of revenues over expenditures	(175,000)	(24,302)	150,698
<b>Other Financing (Uses):</b>			
Transfers out to City of Guadalupe	(700)	(700)	
<b>Total other financing uses</b>	<b>(700)</b>	<b>(700)</b>	
<b>Changes in fund balance</b>	<b>(175,700)</b>	<b>(25,002)</b>	<b>150,698</b>
Fund balance, beginning of fiscal year	199,174	199,174	
Prior period adjustment		506	506
Fund balance, beginning of fiscal year, restated	199,174	199,680	506
<b>Fund balance, end of fiscal year</b>	<b>\$ 23,474</b>	<b>\$ 174,678</b>	<b>\$ 151,204</b>

See accompanying notes to financial statements

**CITY OF GUADALUPE**  
**TRANSPORTATION DEVELOPMENT ACT FUND**  
**SECTIONS 99234 AND 99400(A) OF THE PUBLIC UTILITIES CODE**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**Fiscal Year Ended June 30, 2015**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>Revenues:</b>			
Local Transportation Fund allocations	\$ 5,000	\$ 5,023	\$ 23
Interest		53	53
<b>Total revenues</b>	<u>5,000</u>	<u>5,076</u>	<u>76</u>
<b>Expenditures:</b>			
Maintenance and operations	<u>20,000</u>	<u>9,032</u>	<u>10,968</u>
<b>Total expenditures</b>	<u>20,000</u>	<u>9,032</u>	<u>10,968</u>
Excess of revenues over expenditures	<u>(15,000)</u>	<u>(3,956)</u>	<u>11,044</u>
<b>Other Financing Sources (Uses):</b>			
Transfers out to City of Guadalupe	(25,000)	(3,806)	21,194
Transfers in from City of Guadalupe		<u>4,028</u>	<u>4,028</u>
<b>Total other financing sources (uses)</b>	<u>(25,000)</u>	<u>222</u>	<u>25,222</u>
Changes in fund balance	(40,000)	(3,734)	36,266
Fund balance, beginning of fiscal year	<u>202,908</u>	<u>202,908</u>	
Fund balance, end of fiscal year	<u>\$ 162,908</u>	<u>\$ 199,174</u>	<u>\$ 36,266</u>

See accompanying notes to financial statements



CITY OF GUADALUPE  
TRANSPORTATION DEVELOPMENT ACT FUND  
SEGREGATED BY SECTIONS 99234 AND 99400(a)  
OF THE PUBLIC UTILITIES CODE  
NOTES TO FINANCIAL STATEMENTS  
June 30, 2016 and June 30, 2015

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**NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES**

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The Transportation Development Act Fund of the City of Guadalupe is a governmental fund type. Governmental funds are accounted for using a current financial resources measurement focus. The application of this measurement focus provides that, in general, only current assets and current liabilities are present on the balance sheet. Operating statements of these funds present revenues and expenditures.

The modified accrual basis of accounting is used for the Transportation Development Act Fund. Under the modified accrual basis of accounting, revenues are recognized when they become susceptible to accrual (i.e., both measurable and available). Measurable means that the amount of the transaction can be determined. Available means the funds are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures of governmental funds are generally recognized when the related fund liability is incurred.

Reporting Entity

The financial statements present only the Transportation Development Act Fund and do not purport to, and do not present, the City's financial position and changes in financial position. The City of Guadalupe's basic financial statements are available from the Finance Department at 918 Obispo Street, Guadalupe, CA 93434.

**NOTE 2 – CASH DEPOSITS**

The City follows the practice of pooling cash and investments for all funds (including the Transportation Development Act Fund) under its direct daily control. Interest earned on pooled cash and investments is allocated periodically to the various funds based on average cash balances. Detailed disclosure regarding the City's investments of cash is included in the notes to financial statements of the City.

**NOTE 3 – PRIOR PERIOD ADJUSTMENT**

There was a period adjustment to the TDA Fund in the amount of \$506 to properly record June 2015 revenues.



Moss, Levy & Hartzheim LLP

Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON TRANSPORTATION  
DEVELOPMENT ACT COMPLIANCE**

The Board of Directors of the  
Santa Barbara County Association of Governments

We have audited the financial statements of the City of Guadalupe Transportation Development Act Fund's (the City) compliance with the types of compliance requirements described in the *Transportation Development Act Guidebook*, published by the State of California Department of Transportation applicable for the fiscal year ended June 30, 2016.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the Transportation Development Act.

***Auditors' Responsibility***

Our responsibility is to express an opinion on the City's compliance based on our audit of the compliance with applicable statutes, rules and regulations of the Transportation Development Act (TDA), Section 99234 and Section 99400(a), of the California Code of Regulations (CCR), and the allocation instructions and resolutions of Santa Barbara County Association of Governments as required by Section 6666 of the CCR. Section 6666 requires that for a non-transit claimant, the independent auditor shall perform at least the following tasks: (a) Determine whether the funds received by the claimant pursuant to the Act were expended in conformance with those sections of the Act specifying the qualified purposes, including Public Utilities Code section 99402 for streets and roads claimants and section 99233.3 for claimants under that section for pedestrian and bicycle facilities and bicycle safety education programs, (b) Determine whether the funds received by the claimant pursuant to the Act were expended in conformance with the applicable rules, regulations, and procedures of the transportation-planning agency and in compliance with the allocation instructions, and (c) Determine whether interest earned on funds received by the claimant pursuant to the Act were expended only for those purposes for which the funds were allocated, in accordance with Public Utilities Code sections 99301 and 99301.5. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Transportation Development Act Guidebook*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the state laws and regulations applicable to the City occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance. However, our audit does not provide a legal determination of the City's compliance.

***Opinion on Compliance with the Transportation Development Act***

In our opinion, the funds allocated to and received by the City of Guadalupe Transportation Development Act Fund, complied, in all material respects, with the compliance requirements referred to above that are applicable to the statutory requirements of the Transportation Development Act and the allocation instructions and resolutions of Santa Barbara County Association of Governments for the fiscal year ended June 30, 2016.

This report is intended solely for the information and use of the City Council, management of the Santa Barbara County Association of Governments and for filing with the appropriate regulatory agencies and is not intended to be and should not be used by anyone other than these specified parties.

*Moss, Remy & Hargreaves LLP*

Santa Maria, CA  
April 6, 2017

**REPORT TO THE CITY COUNCIL  
Council Agenda of June 13, 2017**



**Prepared by:**  
Annette Muñoz



**Approved by:**  
Cruz Ramos, City Administrator

**SUBJECT:** Annual Statement of Investment Policy for Fiscal Year 2017-18

**RECOMMENDATION:** That the City Council review and consider adoption of Resolution No. 2017-26 "A Resolution of the City Council of the City of Guadalupe, California Acknowledging the Receipt of and Ordering the Filing of the Annual Statement of Investment Policy for Fiscal Year 2017-18."

**BACKGROUND:**

California Government Code section 53646(a)(2) previously required the annual filing of a Statement of Investment Policy with the State Controller's Office. The law has now been revised to state that the policy "may" be filed annually.

The City of Guadalupe Investment Policy is attached for Council review under Resolution No. 2017-26 and it's Exhibit "A." The basic principle underlying the City's Investment Policy is that money is always safe and available when needed. The objective of this policy is to accurately monitor and forecast expenditures and revenues through daily cash flow analysis to enable investment of funds to the fullest extent possible.

Current investments are as follows:

Investment Portfolio	Interest Rate	Type	Amount	Maturity Date
Local Agency Investment Fund	0.925%	Government-State Pool	\$3,292,250	n/a

**FISCAL IMPACT:**

None

Attachment:  
Resolution 2017-26  
Exhibit "A" Investment Policy

**RESOLUTION NO. 2017-26**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE, CALIFORNIA, ACKNOWLEDGING THE RECEIPT OF AND ORDERING THE FILING OF THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2017-18 WITH THE CITY COUNCIL**

**WHEREAS**, Section 53646(a)(2) of the California Government Code states that an annual Statement of Investment Policy may be filed by local agencies; and

**WHEREAS**, the Finance Director of the City of Guadalupe declares the annual Statement of Investment Policy to be set forth in Exhibit "A" attached hereto; and

**WHEREAS**, all legal prerequisites have occurred prior to the adoption of this Resolution..

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

**SECTION 1.** The City Council hereby finds that the above recitations are true and correct and, accordingly, are incorporated as a material part of this Resolution.

**SECTION 2.** The annual Statement of Investment Policy for the City of Guadalupe has been prepared and filed by the City Finance Director and presented to the City Council for the Fiscal Year 2017-18 in compliance with Section 53646(a)(2) of the California Government Code.

**SECTION 3.** The City Clerk shall certify to the adoption of this Resolution

**PASSED AND ADOPTED** at a regular meeting on the 13<sup>th</sup> of June 2017 by the following vote:

**Motion:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN**

I, **Joice Raguz**, City Clerk of the City of Guadalupe, **DO HEREBY CERTIFY** that the foregoing Resolution, being **Resolution No. 2017-26** has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held June 13, 2017 and that same was approved and adopted.

**ATTEST:**

---

Joice Raguz  
City Clerk

---

John Lizalde  
Mayor

# **CITY OF GUADALUPE**

## **STATEMENT OF INVESTMENT POLICY**

### **1.0 POLICY**

The purpose of this Investment Policy is to establish overall guidelines for the prudent management and investment of the City of Guadalupe's public funds in accordance with Government Code 53607.

### **2.0 SCOPE**

The Investment Policy applies to all financial assets of the City of Guadalupe which includes the General Fund, Special Revenue Funds, Capital Project Funds and Enterprise funds. This Investment Policy also applies to the Successor Agency Funds since the City of Guadalupe has opted to serve as successor agency to the Redevelopment Agency of the City of Guadalupe.

### **3.0 PRUDENCE**

All investments and evaluation of such investments shall be made with the Prudent Investor Standard as set forth by California Government Code, Section 53600.3, 53646 and 27000 and is defined as;

Prudent Investor Standard: Acting with care, skill, prudence and diligence under the circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the professional management of their business affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

### **4.0 OBJECTIVE**

The primary objectives in order of priority of the City Portfolio are:

4.1 Safety: Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital. To attain this objective, the City of Guadalupe will diversify its investments.

4.2 Liquidity: The City of Guadalupe's investment portfolio will remain sufficiently liquid to enable the City of Guadalupe to meet all operating requirements which might be reasonably anticipated.

4.3 Return on Investment: The Portfolio is also managed to maximize its overall market return with consideration of the safety and liquidity discussed above

## **5.0 DELEGATION OF AUTHORITY**

Authority to manage the City of Guadalupe's investment program is derived from Section 41001 and 41006 of the California Government Code. Management responsibility for the investment program is hereby delegated to the City Treasurer and Finance Director who shall establish procedures for the investment programs, which are consistent with the Investment Policy. Authorization for investment decisions is limited to the City Treasurer and the Finance Director with the approval of City Council.

## **6.0 ETHICS AND CONFLICTS OF INTEREST**

All officers and employees involved in the investment process shall not engage in any personal business activity, which could conflict with proper execution of investments subject to this Policy. Any material financial interests in financial institutions which do business with the City should be disclosed to City Council. All individuals involved in the investment process are required to report all income, assets, investments, gifts and loans on form 700 - Statement of Economic Interests.

## **7.0 REPORTING**

As a best practice and sound financial management practice, The City Treasurer and the Finance Director will submit a monthly investment report to the Legislative Body pursuant to Government Code 53646.

## **8.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS**

A. Current short and long-term depositaries utilized:

8.1 Local Agency Investment Fund: The Local Agency Investment Fund, or "LAIF" as it is conveniently known, is a pooled investment fund operated by the State of California. The fund is backed by the full faith and credit of the State, and the rate of return on investments compares favorably with that of bank savings accounts and certificates of deposit. Transfers in and out of the City account at the LAIF require 24 hours, must be in multiples of \$1,000 and a \$5,000 minimum. The City account is used mostly for deposits and withdrawals in the \$100,000 range; interest is posted only quarterly. This is the preferred venue for Guadalupe monies.

8.2 Commercial Banks (Rabobank): The City maintains its general checking accounts (warrant and payroll accounts) at the Rabobank, Guadalupe Office, as well as a USDA/Rus-Hwy One Water/Sewer Pipeline account, Government Code Section 53630 and Section 16000, et seq., of the California Code of Regulations place very strict requirements on commercial banks that accept public deposits.

Each bank is required to maintain an amount of performing securities well exceeding the total deposits by local agencies, and such securities must be held in a pool controlled by the State of California.

It is contemplated that other commercial banks will be utilized as depositories for funds of the City of Guadalupe or of the City of Guadalupe Successor Agency. Before any deposits are made in such banks, a written contract or agreement will be executed, substantially in accord with the requirements of Government Code Section 53630, et seq., between the depository and the City of Guadalupe .

As of the date of this report, the foregoing are the only investment categories utilized by the City of Guadalupe and by the City of Guadalupe Successor Agency.

### **9.0 PERMITTED INVESTMENTS**

- Securities of the United States Government, or its agencies
- Certificate of Deposit (or time deposits) placed with commercial banks and/or savings and loan companies
- Negotiable Certificates of Deposit
- Commercial Paper
- Money Market Funds rated “AAAm” or “AAAm-G” or better by Standard & Poor’s Corporation
- Local Agency Investment Fund (State Pool) Demand and Deposits
- Repurchase Agreements (Repos)

### **10.0 LIMIT ON TERM TO MATURITY**

The City Treasurer and Finance Director are not to invest any City monies in investments allowed under this policy that have a term remaining to maturity in excess of five years from the date of investment, unless the City Council has granted express authority to make such an investment. The City’s Investment Policy shall be structured to provide that sufficient funds from investments are available to meet City’s anticipated cash needs.

### **11.0 ANNUAL REVIEW**

This Statement of Investment Policy is to be submitted to the City Council annually for review and approval. It is to continue to serve as the basis for the responsibilities and actions taken by the City Treasurer and Finance Director relative to the investment of the City’s idle funds.



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of June 13, 2017**

GL  
**Prepared by:**  
**Gary L. Hoving, Director of Public Safety**

CR  
**Approved by:**  
**Cruz Ramos, City Administrator**

**SUBJECT:**           **STATUS REPORT ON FIRE INSPECTIONS AND CODE**  
**ENFORCEMENT PROGRAM REVIEW**

**RECOMMENDATION:**

It is recommended that the City Council accept this as an informational announcement.

**BACKGROUND:**

A change in the City business license structure extended the fire inspection requirement to rental properties. This change in taxation expanded the number of fire inspections and has created some concern by owners of rental property.

**DISCUSSION:**

As directed by Council, the Fire Department has offered a community educational seminar to review inspection requirements to maintain compliance. The reviews included apartments and commercial requirements as well as the potential impact to other rental property.

In addition to the free training, the Fire Department and City Staff have met with some concerned citizens regarding fire inspections. Based on those concerns, we are reviewing our entire inspection process to maintain consistency with the Guadalupe Municipal Code, the California Fire Code and the California Health and Safety Code. Each of these regulatory mechanisms has been adopted by ordinance or resolution to guide enforcement actions.

While the regulations are extensive, we are in the process of revising our inspection forms with a focus on public safety. In addition, it is anticipated that a self inspection form will be created and available to the public to assist in compliance prior to an actual fire department inspection. It is foreseeable that some properties will be designated as self inspection only based on the zoning and type of occupancy. However, it is still too early in the revision process to announce the level of inspection for each of the types of properties.

In addition to the fire inspection program, a review and revision of the code enforcement component is underway. This review will primarily focus on updating the notice to correct and violation forms. Some of our existing forms are too generic and has subjected the reader to misinterpretation of the issue identified as a concern. Our goal is to utilize a consistent set of forms shared by all inspectors and include sufficient detail to clearly identify what corrective actions are needed.

The purpose of the report is to share the status of the fire inspection and code enforcement operations program review. In addition, it is intended to relay that a significant effort is being exerted to improve both operations to maintain an attractive and safe community.

Additional material will be made available upon completion of the review and revisions of the fire department programs.

**FINANCIAL IMPACT:**

No financial impact at this time.

**REPORT TO CITY COUNCIL  
Council Agenda of 06-13-17**

  
Cruz Ramos, City Administrator

**SUBJECT** Proposal to Sell Excess Water

**RECOMMENDATION** Authorize staff to proceed with the sale of one hundred (100) AF of SWP water to a Central Coast Water Authority (CCWA) Member Agency

**BACKGROUND**

The City has access to 1300 AF of groundwater (Santa Maria Groundwater Basin Adjudicated Final Judgement) and SWP water by contract to purchase six hundred and five (605) AF per year (Table A water). The percentage of water allocated by SWP to the City is determined by the California State Department of Water Resources (DWR). Heavy storms early this year increased the percentage to eighty five (85%) resulting in an allocation of five hundred and fourteen (514) AF. In addition to groundwater and SWP, other water sources adding to the City's water supply this year include the exchange agreement to preserve 285 AF of San Luis Reservoir 'spill' water with the Metropolitan Water District (MWD). CCWA has projected the City should have the sum of seven hundred and thirty-five (735) AF of SWP water this calendar year.

**DISCUSSION**

The City's present supply demand of approximately 1,100 acre fee per year (AFY) is achieved through a 50% combination of groundwater and SWP water. The City has acquired one hundred (100) AF of excess water above what can be delivered or carried over without risk of loss. While meeting the City's 1,100 AFY, the sale of 100 AF of SWP leaves an additional 100 AF of SWP water (carryover) to be stored in the San Luis Reservoir until used by the City.

South Coast agencies desire to purchase water from CCWA member agencies with excess water. The transaction for the sale of this water within CCWA is simplified and follows a well-established procedure and method. The funds from sale of the carryover water will be used to improve the City's water delivery system.

**FISCAL IMPACT**

Delivery of each AF of state water incurs a variable cost of an estimated \$135 per AF. This cost will be assumed by the purchasing agency. The sale of one hundred (100 AF) of excess SWP water at a price of two hundred and twenty five dollars (\$225) per AF will result in an estimated, net to the City of \$22,500. These funds would be deposited into the Water Enterprise Fund to be used for water delivery system purposes to include an evaluation of the pipeline.

AGENDA ITEM NO. 6a.

**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of June 13, 2017**

  
Prepared by:  
Gary Hoving, Director of Public Safety

  
Approved by:  
Cruz Ramos, City Administrator

**SUBJECT:** Adoption of Ordinance No. 2017-462 amending Guadalupe Municipal Code Section 10.24.080 to prohibit overnight parking along Guadalupe Street and City owned parking lots

**RECOMMENDATION:**

It is recommended that the City Council adopt first reading of Ordinance No. 2017-462 amending Guadalupe Municipal Code Section 10.24.080 to prohibit overnight parking in the downtown business district along Guadalupe Street and City owned parking lots, with the exception of the train depot parking lot.

**BACKGROUND:**

The City of Guadalupe has an existing restriction on the parking in the downtown business district of two hours between 9 AM and 6 PM, excluding Sunday and holidays. However, the existing ordinance does not include City owned public parking lots.

**DISCUSSION:**

City staff is seeking Council's approval to amend an existing ordinance prohibiting overnight parking in the downtown area of Guadalupe Street and the City owned parking lots, except the train depot parking lot. The prohibition will aid in enforcing the 72 hour parking limit and assist in maintaining clean streets which are often blocked during the sweeping operation. To encourage ridership, the train depot parking lot would not be included in the overnight parking prohibition.

Existing law limits the amount of time that a vehicle may be parked in the business district during the day time. However, there is no parking restrictions between 6 PM and 9 AM nor any regulations for Sundays or holidays. The goal is to eliminate parking in the downtown area each night to allow officers to identify vehicles that have been abandoned or left unattended for an extended length of time.

Adoption of this modification will aid in the removal of abandoned vehicle, help to identify stolen vehicles and permit the uninterrupted cleaning of the streets resulting in an enhancement to the business district. In addition, the ordinance would extend to the City owned parking lots which have no current restrictions, with the exception or the train depot parking lot.

**Fiscal Impact**

There is little financial impact except for the replacement of existing signage to post the hours of restricted parking. Existing signage needs replacement due to fading with the updated information appearing on the replacement signage. The total cost for signs is estimated at \$400.

**ORDINANCE NO. 2017-462**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GUADALUPE AMENDING  
GUADALUPE MUNICIPAL CODE SECTION 10.24.080 TO PROHIBIT OVERNIGHT  
PARKING ALONG GUADALUPE STREET AND IN CITY OWNED PARKING LOTS**

**WHEREAS**, the City of Guadalupe currently has an ordinance to restrict parking in the downtown business district: and

**WHEREAS**, the City Council deems it in the public interest to prohibit overnight parking in the downtown business district along Guadalupe Street and City owned parking lots, with the exception of the train depot parking lot: and

**WHEREAS**, the additional parking restriction is intended to meet the public safety need and maintain the appearance of the downtown business district along Guadalupe Street: and

**WHEREAS**, to encourage ridership, the train depot parking lot is not included in the amended prohibition:

**NOW THEREFORE**, the City Council of the City of Guadalupe does ordain as follows:

**SECTION 1.** Section 10.24.080 of the City of Guadalupe Municipal Code is hereby amended to read as follows:

**10.24.080 Parking—*Downtown Business District.***

- (a) It is unlawful for any person to park any vehicle for longer than 2 hours on any portion of Guadalupe Street between 6<sup>th</sup> Street and 12<sup>th</sup> Street between the hours of 9:00 a.m. and 6:00 p.m. of any day except Sunday and legal holidays. Signs shall be erected and maintained not more than 300 feet apart, designating the restricted parking spaces under the provisions of this section.
- (b) It is unlawful for any person to park any vehicle on any portion of Guadalupe Street between 6<sup>th</sup> Street and 12<sup>th</sup> Street, or in any City parking lot, at any time between the hours of 12:00 a.m. and 6:00 a.m. each day. Signs shall be erected and maintained not more than 300 feet apart, designating the restricted parking spaces under the provisions of this section. This subsection shall not apply to parking in the city's parking lot located at the train station.

**SECTION 2.** In accordance with Section 36933 of the California Government Code, within fifteen (15) days after passage, the City Clerk shall cause this ordinance to be posted in three publicly accessible locations in the City.

**SECTION 3.** This ordinance shall go into effect and be in full force and effect at 12:01 a.m. on the thirty-first (31st) day after its passage.

**SECTION 4.** Savings and Interpretation Clause. This ordinance shall not be interpreted in any manner to conflict with controlling provisions of state law, including, without limitation, the Government Code of the State of California. If any section, subsection or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections and clauses shall not be affected thereby. If this ordinance, or any section, subsection or clause of this ordinance shall be deemed unconstitutional or invalid as applied to a particular appeal, the validity of this ordinance and its sections, subsections and clauses in regards to other contracts, shall not be affected.

INTRODUCED at a regular meeting of the City Council held this 13th day of June 2017 on motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

PASSED AND ADOPTED at a regular meeting of the City Council held this \_\_\_\_\_ day of \_\_\_\_\_, 2017 on motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

CITY OF GUADALUPE

BY: \_\_\_\_\_  
John Lizalde, Mayor


ATTEST:


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

APPROVED AS TO FORM:  
Office of the City Attorney

By: \_\_\_\_\_  
David M. Fleishman, City Attorney

**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of June 13, 2017**

  
\_\_\_\_\_  
**Prepared by:**  
**Gary Hoving, Director of Public Safety**

  
\_\_\_\_\_  
**Approved by:**  
**Cruz Ramos, City Administrator**

**SUBJECT:**           **Adoption of Ordinance No. 2017-463 to regulate parking spaces for electric vehicles**

**RECOMMENDATION:**

It is recommended that the City Council adopt first reading of Ordinance No. 2017-463 authorizing designated parking spaces for the exclusive use of electric vehicle charging thereby prohibiting the spaces for use other than recharging of vehicles.

**BACKGROUND:**

The City of Guadalupe has installed two electric vehicle charging stations in the downtown parking lot. These spaces are designed and equipped for the exclusive use of electric vehicle during recharging.

**DISCUSSION:**

City staff is seeking Council's approval to adopt an ordinance restricting parking in designated parking spaces for the exclusive use of electric vehicles during charging. California Vehicle Code Section 22511 authorizes the implementation and enforcement of parking restrictions for electric vehicle parking upon adoption of a resolution or ordinance.

Adoption of the ordinance authorizes the enforcement of the designated vehicle code section to maintain access to the needed charging stations by electric vehicles.

**Fiscal Impact**

There is little to no financial impact of this ordinance.

**ORDINANCE NO. 2017-463**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GUADALUPE TO  
REGULATE PARKING SPACES FOR ELECTRIC VEHICLES**

**WHEREAS**, the City of Guadalupe has installed an electric vehicle charging station for use by the community and visitors: and

**WHEREAS**, the City of Guadalupe desires to reserve the designated parking spaces adjacent to the charging station for the exclusive use of charging electric vehicles: and

**WHEREAS**, California Vehicle Code Section 22511 requires the adoption of a City Ordinance to authorize designated parking spaces for the exclusive use of electric vehicle charging thereby prohibiting the spaces for use other than recharging of vehicles: and

**WHEREAS**, the City of Guadalupe elects to adopt an ordinance deeming it unlawful for any person to park or stop any vehicle in a parking space designated for electric vehicle charging for any other purpose other than the charging an electric vehicle.

**NOW THEREFORE**, the City Council of the City of Guadalupe does ordain as follows:

**SECTION 1.** Section 10.24.210 is added to the City of Guadalupe Municipal Code to read as follows:

**10.24.210 Parking—*Electric Vehicle Charging Station.***

A. Definitions: For the purposes of this section, the following terms are defined:

“Charging” means the time during which the electric vehicle is connected to the electric vehicle charging station and electrical power is being transferred for the purpose of recharging the electric vehicle's onboard batteries.

“Electric Vehicle” shall mean a vehicle powered entirely by electricity stored in an onboard battery or a hybrid electric vehicle that is primarily powered by electricity stored in an onboard battery. Electric vehicle does not include hybrid vehicles that are primarily powered by gasoline or those vehicles incapable of having their onboard batteries charged at an electric vehicle charging station by way of an electric vehicle manufacturer-installed plug.

“Electric Vehicle Charging Station” shall mean a parking space or stall equipped with a charger designed to transfer electricity to an electric vehicle's onboard battery.

B. Electric Vehicle Parking Regulations. No person shall park or cause to be parked or allow to remain standing any vehicle at an electric vehicle charging station located on any street or in any parking facility, unless the vehicle is an electric vehicle, is charging, and has not exceeded any applicable parking time limit posted at the electric vehicle charging station.

C. Signs shall be erected and maintained designating the restricted parking spaces under the provisions of this section and under Vehicle Code Section 22511.



**SECTION 2.** In accordance with Section 36933 of the California Government Code, within fifteen (15) days after passage, the City Clerk shall cause this ordinance to be posted in three publicly accessible locations in the City.

**SECTION 3.** This ordinance shall go into effect and be in full force and effect at 12:01 a.m. on the thirty-first (31st) day after its passage.

**SECTION 4.** Savings and Interpretation Clause. This ordinance shall not be interpreted in any manner to conflict with controlling provisions of state law, including, without limitation, the Government Code of the State of California. If any section, subsection or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections and clauses shall not be affected thereby. If this ordinance, or any section, subsection or clause of this ordinance shall be deemed unconstitutional or invalid as applied to a particular appeal, the validity of this ordinance and its sections, subsections and clauses in regards to other contracts, shall not be affected.

INTRODUCED at a regular meeting of the City Council held this 13th day of June 2017 on motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

PASSED AND ADOPTED at a regular meeting of the City Council held this \_\_\_\_\_ day of \_\_\_\_\_, 2017 on motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

CITY OF GUADALUPE

BY: \_\_\_\_\_  
John Lizalde, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of the City Attorney

By: \_\_\_\_\_  
David M. Fleishman, City Attorney