

**GUADALUPE POLICE DEPARTMENT  
MONTHLY ADMINISTRATIVE OPERATIONAL DATA SUMMARY  
MONTH OF JULY 2018**

5e1.

**PART I: CRIMES**

TYPE OF CRIMES	THIS MONTH		THIS MONTH LAST YEAR		THIS YEAR TO DATE		LAST YEAR TO DATE	
	REPORTED	CLEARED	REPORTED	CLEARED	REPORTED	CLEARED	REPORTED	CLEARED
187 PC HOMICIDE	0	0	0	0	0	0	0	0
261 PC RAPE	0	0	0	0	0	0	1	1
211 PC ROBBERY	0	0	0	0	1	0	0	0
242/245 PC ASSAULT	2	2	5	5	17	14	20	20
459 PC BURGLARY	2	0	1	0	6	0	12	1
484/487 PC THEFT	0	0	2	0	13	3	17	3
10851 VC VEH THEFT	1	1	0	1	8	6	7	7
451 PC ARSON	0	0	0	0	1	1	1	0
<b>TOTAL</b>	<b>5</b>	<b>3</b>	<b>8</b>	<b>6</b>	<b>46</b>	<b>24</b>	<b>58</b>	<b>32</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	79	98	678	672
TOTAL REQUEST FOR SERVICE	308	275	1,870	1,745
TOTAL ACTIVITY FOR THE MONTH	<b>387</b>	<b>373</b>	<b>2,548</b>	<b>2,417</b>
DOMESTIC VIOLENCE REPORTS	2	2	10	12
TOTAL PROPERTY STOLEN	<b>\$699</b>	<b>\$1,936</b>	<b>\$9,607</b>	<b>\$27,696</b>
TOTAL PROPERTY RECOVERED	<b>\$0</b>	<b>\$0</b>	<b>\$70</b>	<b>\$275</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	1	6	11	0	20	7	29	2
MISDEMEANOR	23	2	13	1	89	6	118	9
<b>TOTAL</b>	<b>24</b>	<b>8</b>	<b>24</b>	<b>1</b>	<b>109</b>	<b>13</b>	<b>147</b>	<b>11</b>
23152(a&b) VC ARREST	0		7		28		49	
WARRANT ARREST	10		8		40		39	

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





# GUADALUPE FIRE DEPARTMENT

**TO:** CITY ADMINISTRATOR, CRUZ RAMOS  
**FROM:** CAPTAIN PATRICK SCHMITZ  
**SUBJECT:** MONTHLY SUMMARY OF CODE ENFORCEMENT CASES  
 July 1, 2018 – July 31, 2018

**DATE:** 08/02/2018

## CODE ENFORCEMENT CASES

INCIDENT TYPE	This Month	Last Month	Year to Date (2018-2019)	Year to date (2017-2018)
Business License (GMC 5.04.040)	0	0	0	0
Animal Nuisance (Odor, Noise) (GMC 6.04.100 (A,E))	0	0	0	0
Fowl, Livestock and Wild Animals (GMC 6.04.210)	0	2	0	0
Litter Accumulation (GMC 8.12.020)	6	12	6	18
Abatement of Weeds and Rubbish (GMC 8.16.010)	2	14	2	17
Unsafe Living Conditions (GMC 8.40.020)	1	1	1	0
Unlawful Property Nuisance (GMC 8.50.070)	1	3	1	2
Graffiti Abatement (GMC 9.07.060)	0	5	0	5
Abandoned Vehicles (GMC 10.36.010)	2	12	2	32
Unapproved Vehicle Covers (GMC 10.36.010)	0	0	0	3
Portable/fixed basketball goals (GMC 10.48.050)	0	1	0	1
Yard Sale Signs (GMC 12.13.010)	0	3	0	3
Tampering with Water Service (GMC 13.04.200)	0	1	0	0
Working Without Permits (GMC15.04.020)	2	1	2	3
Address Number (GMC 15.08.020 (505.1))	2	2	2	10
Illegal Garage Conversion (GMC 18.08.120, 18.08.160)	0	1	0	0
Damage Fence (GMC 18.52.125)	1	0	1	1
Parking on Front Yard Setback (GMC 18.60.035)	7	18	7	14
Landscape Maintenance Required (GMC 18.64.120)	2	0	2	8
Inspection/Complaints (No Violation Found)	0	0	0	3
Apartment Inspections	0	0	0	80
Yearly Business Inspections	6	12	6	19
Other	4	2	4	9
<b>TOTAL</b>	<b>36</b>	<b>90</b>	<b>34</b>	<b>228</b>

Miscellaneous	This Month	Last Month	Year to Date (2018-2019)	Year to date (2017-2018)
Visitors	91	92	91	99
Public Relations	0	1	0	1
School Visits	0	0	0	0

**CALLS FOR SERVICE July, 2018**

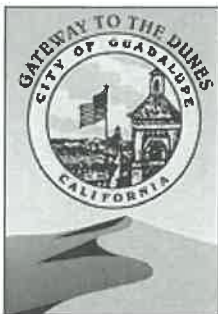
<b>INCIDENT TYPE</b>	<b>This Month</b>	<b>Last Month</b>	<b>Year to Date (2018-2019)</b>	<b>Year to date (2017-2018)</b>
<b>Medical</b>	22	42	22	37
<b>Structure Fire</b>	0	0	0	0
<b>Cooking Fire</b>	0	0	0	1
<b>Trash or Rubbish Fire</b>	0	0	0	2
<b>Vehicle Fire</b>	1	0	1	0
<b>Grass/Vegetation Fire</b>	0	1	0	1
<b>Other Fire</b>	0	0	0	0
<b>Motor Vehicle Accidents with Injuries</b>	0	5	0	7
<b>Motor Vehicle Accidents No Injuries</b>	4	0	4	1
<b>Motor Vehicle/Pedestrian Accident</b>	0	0	0	0
<b>Hazardous Materials Spill/Release</b>	0	2	0	0
<b>Hazardous Condition Other</b>	1	4	1	1
<b>Water Problem/Leak</b>	0	1	0	0
<b>Animal Problem / Rescue</b>	0	0	0	0
<b>Search / Rescue</b>	1	0	1	0
<b>Public Assistance</b>	4	4	4	1
<b>Police Matter/Assistance</b>	0	0	0	0
<b>Illegal Burn</b>	0	0	0	0
<b>Smoke/CO Detector/Fire Alarm Activation</b>	1	3	1	3
<b>Dispatch and Canceled En-route</b>	5	2	5	1
<b>False Alarm</b>	0	0	0	1
<b>TOTAL</b>	<b>39</b>	<b>64</b>	<b>39</b>	<b>56</b>

**Additional Information**

**STAFFING:** 1 Public Safety Director (Police/Fire Chief)  
 3 Fire Captains  
 1 Firefighter/Permit Tech.  
 7 Paid Call Firefighters 5 Positions Vacant  
 5 Reserve Firefighters

**Special Coverage:**

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



**CITY OF GUADALUPE  
BUILDING DEPARTMENT**

**STATUS REPORT**

**MONTH: July, 2018**

	<b>This Month</b>	<b>Last Month</b>	<b>Year to Date</b>	<b>Last Year</b>
<b>Visitors</b>	<b>41</b>	<b>27</b>	<b>274</b>	<b>241</b>
<b>Inspections</b>	<b>442</b>	<b>478</b>	<b>3513</b>	<b>1,196</b>
<b>Building Permits Issued</b>	<b>11</b>	<b>10</b>	<b>112</b>	<b>144</b>
<b>Certificate of Occupancy</b>	<b>0</b>	<b>01</b>	<b>27</b>	<b>32</b>

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

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

## **BUILDING DIVISION REPORT**

### **August 31, 2018**

We have seen a slowdown on the Pasadera new home permit applications. Necessary inspections are progressing in their typical pattern. Streets were paved this month in the Cielo section and infrastructure items such as setting water meter boxes and park detention basins are being completed. We do expect permit applications for 20 homes in September. The road and infrastructure will accommodate 71 new homes.

The Pioneer Street 34 unit apartment structure remains a work in progress. The applicant has applied for an extension on the previously issued Conditional use permit.

The Cultural Arts Meeting Center appears to be closer to permit issuance. A required shared easement has been the delay. Building plan sets have been submitted, plan checked and approved.

The Apio Water Reclamation project moves forward with projected completion in 60 days

The Alvarez 12 unit apartment project on 11<sup>th</sup> street is entering its second round of plan check. Demolition and hazardous material abatement are complete. We expect an application for grading and retaining walls in the coming week.

Peoples Self Help Housing is completing its first round of plan check responses. The issuance of the permit is time sensitive in relation to the needed financing. I worked with the players from this organization on the Arroyo Grande Peoples Self Help project. I found them to be knowledgeable and professional.

This organization has mandated requirements above those required by the Building Code. There will be both ADA accessible and adaptable units in the project. These will be the first of their kind in Guadalupe.

We have issued 218 building permit for the calendar year. This is slightly below the same time last year. We have seen a recent increase in permit activity with the usual reroofs, patio covers and water heater change outs. The decrease in the number of solar system permits remains the same.

Other smaller projects include the CHC commercial TI for a new dental office, Pasadita Restaurant, Ramos addition, Shai accessory dwelling unit, Cricket wireless commercial TI and the 2 unit Alvarez mixed use project.

John McMillan  
Building Official

## BUILDING DEPARTMENT ACTIVITY REPORT

		Wednesday, August 1, 2018			PASS	CORRECT	CORRECT/PROCEED
8/1/2018	AD 9	918 Obispo	Scheduling -				
	PDPW	Cielo	Curb and Gutter 30 minutes	X			
	AD 2	918 Obispo	Monthly report - extended			X	
	AD 5	918 Obispo	Craig Smith on Waste Management recycle reports	X		X	
	F 11	950 A Guadalupe St.	Cricket Wireless final		X		
	FR 3	Lot 16	Rough mechanical				
	AD 1	918 Obispo	Ariston on CHC	X			11 Inspect/Tasks
	AD 1	918 Obispo	Contractor DeLeon on permitting			X	PDPW 1 hour
	AD 1	918 Obispo	Steve Iwasco on La Simpatia building			X	Guad 5.25
	SC 11	4479 Cedar	Roof strip				
	AD 7	918 Obispo	Records update -	X			
8/2/2018	AD 9	918 Obispo	Scheduling -				
	SC 1	Lot 22	Drywall nail - Correction	X	X		
	SC 6	4378 12th street	Insulation	X			
	AD 4	4595 W Main	Coordinate w/ J&P Construction on fire line install - Apio			X	
	AD 4	4595 W Main	Coordinate w/ S&M Fire Protection - Apio			X	
	PDPW	Cielo	Curb and Gutter - periodic inspection			X	
	AD 2	918 Obispo	Complete monthly report				
	SC 6	Lot 21	Insulation - Partial upstairs			X	
	SC 6	Lot	Insulation	X			
	AD 4	918 Obispo	Coordinate w/ Jamie on Apio project	X			
	AD 1	918 Obispo	Gustavo Alvarez on plan check comments			X	
	PDPW	Cielo	Curb and Gutter - periodic inspection			X	
	AD 5	918 Obispo	Deputy reports required of Craig Smith				
	SC 1	Lot 22	Drywall nail - Reinspection	X			
	PDPW	Cielo	Curb and Gutter - periodic inspection			X	
	F 11	4479 Cedar	Reroof final - Not ready		X		
	AD 1	918 Obispo	Father Maseo on specs for activity platform				20 Inspect/Tasks
	AD 4	918 Obispo	Captain Schmitz on 946 A Guadalupe Street			X	Guad 6 hours
	PDPW	Cielo	Curb and Gutter - periodic inspection			X	PDPW 1 hour







## BUILDING DEPARTMENT ACTIVITY REPORT

MS #	Address	Activity Description	Status	Notes	Remarks
MS 4	950 B Guadalupe St	Progress inspection Alvarez Grease hood			X
AD 4	918 Obispo	Richard on concrete design mix and Beachside bond release			
AD 10	Cielo	Craig design Mix			19 Inspect/Tasks
AD 10	Lot 27	Miller Electric on 1st floor smoke/CO detector requirement			PDPW 1.25 hours
AD 10	Lot 27	Miller Electric on Gas Bond			Guad 6 hours
AD 7	918 Obispo	Records update -	X		
			PASS	CORRECT	CORRECT/PROCEED
8/9/2018	AD 9	918 Obispo	Scheduling -		X
	FN 5	4595 W Mail	Slab reinforce		X
	PDPW	Cielo	Curb and gutter infill's		X
	SC 1	Lot 19	Drywall nail		X
	SC 1	Lot 20	Drywall nail		X
	AD 7	918 Obispo	Record update - extended		X
	SW 8	Lot 30	Water piping		X
	SW 8	Lot 31	Water piping		X
	SC 3	4378 12th St.	Exterior lath		X
	AD 1	797 Guadalupe street	Direct contractor for grease hood on pull switch location		X
	FR 4	950 Guadalupe street	Rough electric partial approval		X
	AD 5	918 Obispo	Nathan on location of warehouse blower		X
	AD 1	918 Obispo	Counter support on water softener dry well		X
	AD 1	918 Obispo	187 Tognazzini Sunrun contractor		X
	AD 10	918 Obispo	Plan check revision of PV plan ( no charge to plan check		X
	AD 4	918 Obispo	W/ Richard and Alice - C&G		X
	AD 4	918 Obispo	W/Craig on schedule, C&G DI reports		X
	AD 5	918 Obispo	Jamie on thrust block anchorage at Apio		X
	AD 5	918 Obispo	G Alvarez on duct light test		X
	AD 4	918 Obispo	Pasadera Waste management recycle reports bring to current		X
	AD 7	918 Obispo	Records update -		X
				PASS	CORRECT
8/10/2018	AD 9	918 Obispo	Scheduling -		X
	FR 3	946 B Guadalupe St.	Duct Light test		X
	FR 2	4922 Surfbird	Roof nailing		X







## BUILDING DEPARTMENT ACTIVITY REPORT

FN 5	4578 12th St.	Setbacks	X		
FN 5	4578 12th St.	Reinforcement	X		
FN 5	4578 12th St.	Hold downs			
AD 2	918 Obispo	APCD approval review for Alvarez demo	X		
AD 4	918 Obispo	G. Alvarez on demo permit issue	X		
FN 4	4595 W Main	CMU containment wall		X	16 Inspect/Tasks
SC 6	Lot 16	Insulation	X		PDPW 2.5 hours
AD 4	Pasadera offices	Jeff V on Lot 4 PIP plans	X		X Guad 4.5 hours
PDPW	Jalama St.	Curb and gutter infill's			X
MS 4	4626 11th Street	Abatement begins			X
MS 4	4630 12th Street	Site Visit			X
AD 7	918 Obispo	Records update -	X		
8/20/2018	AD 9	918 Obispo		PASS	CORRECT
	F 11	4626 11th street		X	CORRECT/PROCEED
	AD 2	4626 11th street			
	AD 2	4626 11th street		X	
	AD 8	918 Obispo		X	
	AD 5	918 Obispo			
	MS 4	Hacienda		X	
	AD 4	918 Obispo		X	
	SC 1	XXX 11th St			
	ADA	11th and Obispo	X		
	SC 11	4419 Cedar street		X	
	MS 4	4595 W Main			14 Inspect/Tasks
	AD 4	918 Obispo			5 hours
	AD 7	918 Obispo	X		X
8/21/2018	AD 9	918 Obispo		PASS	CORRECT
	SC 1	Lot 27	X		CORRECT/PROCEED
	SC 1	Lot 16	X		
	SC 6	Lot 199	X		

## BUILDING DEPARTMENT ACTIVITY REPORT

FN 5	Lot 37	Driveway reinforce		X	
AD 2	Lot 37	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 36	Driveway reinforce		X	
AD 2	Lot 36	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 35	Driveway reinforce		X	
AD 2	Lot 35	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 34	Driveway reinforce		X	
AD 2	Lot 34	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 33	Driveway reinforce		X	
AD 2	Lot 33	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 32	Driveway reinforce		X	
AD 2	Lot 32	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 31	Driveway reinforce		X	
AD 2	Lot 31	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 30	Driveway reinforce		X	
AD 2	Lot 30	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 29	Driveway reinforce		X	
AD 2	Lot 29	Review and approve DI compaction report sidewalk and driveway		X	
FN 5	Lot 28	Driveway reinforce		X	
AD 2	Lot 28	Review and approve DI compaction report sidewalk and driveway		X	
AD 10	918 Obispo	Lorenzo on Cemetery District - Health and Human Services			X
MS 4	Cielo streets	AC paving continues - Special inspector on site			X
AD 2	918 Obispo	Research on cemetery districts			X
MS 4	4595 W Main	Partial mechanical, electrical and plumbing			X
AD 10	918 Obispo	Juana on JAS invoicing			
AD 7	918 Obispo	Records update -		X	29 Inspect/Tasks Guad 7.5 hours
				PASS	CORRECT CORRECT/PROCEED
8/22/2018 AD 9	918 Obispo	Scheduling -		X	
AD 1	918 Obispo	Customer service S. Iwasko on La Simpatia			X
AD 10	918 Obispo	Alice on engineering comments			X
SC 6	Lot 198	Insulation		X	
SC 6	Lot 197	Insulation		X	









## BUILDING DEPARTMENT ACTIVITY REPORT

				PASS	CORRECT	CORRECT/PROCEED
8/29/2018	AD 9	918 Obispo	Scheduling -	X		
	F6	Lot 36	Fire sprinkler bell test	X		
	F 11	Lot 36	Fire and smoke systems final	X		
	F6	Lot 35	Fire sprinkler bell test	X		
	F 11	Lot 35	Fire and smoke systems final	X		
	F6	Lot 34	Fire sprinkler bell test	X		
	F 11	Lot 34	Fire and smoke systems final	X		
	F6	Lot33	Fire sprinkler bell test	X		
	F 11	Lot 33	Fire and smoke systems final	X		
	F6	Lot 32	Fire sprinkler bell test	X		
	F 11	Lot 32	Fire and smoke systems final	X		
	F6	Lot 31	Fire sprinkler bell test	X		
	F 11	Lot 31	Fire and smoke systems final	X		
	F 3	950 B Guadalupe street	Final Mechanical	X		
	F2	950 B Guadalupe street	Final Electrical	X		
	F6	950 B Guadalupe street	Final fire suppression system	X		
	F 11	950 B Guadalupe street	Grease hood project final	X		
	F6	Lot 36	Fire flow test	X		
	F6	Lot 35	Fire flow test	X		
	F6	Lot 34	Fire flow test	X		
	F6	Lot 33	Fire flow test	X		
	F6	Lot 32	Fire flow test	X		
	F6	Lot 30	Fire flow test	X		
	F6	Lot 29	Fire flow test	X		
	F6	Lot 28	Fire flow test	X		
	F6	Lot 27	Fire flow test	X		
	F6	Lot 26	Fire flow test	X		
	F6	Lot 25	Fire flow test	X		
	F6	Lot 24	Fire flow test	X		
	F6	Lot 23	Fire flow test	X		
	FN 4	Las Flores	CMU wall footings and reinforcement - periodic inspection	X		
	FR 7	4595 W Main	Fire sprinkler piping, nodes and sway braces inspection partial		X	
	FR 7	4595 W Main	OS&Y sprinkler riser inspection - partial		X	







PLANNING DEPARTMENT

City of Guadalupe  
 918 Obispo Street  
 P.O. Box 908  
 Guadalupe, CA 93434  
 Tel (805) 356-3903

**To:** Mr. Mayor and City Councilmembers  
**From:** Larry Appel, Contract City Planner  
**Date:** September 4, 2018  
**Re:** **Monthly Planning Report Covering August 2018**

**MINISTERIAL PROJECTS**

Zoning Clearances Approved	0
Zoning Clearances Denied	0
Zoning Clearances Appealed	0
Business Licenses Approved	1

**DISCRETIONARY PROJECTS**

The following projects are in for Planning Department review and have been worked on during August:

Pasadera Lot 4 Final Map processing  
 Pasadera Lot 5 Final Map Modification processing (Lot 157)  
 People's Self Help Housing (Guadalupe Ct. Apts.) Zoning Clearance review  
 Pioneer Street Apartments permit review for time extension/revision  
 Accessory Dwelling Unit ordinance amendments approved at CC, second reading  
 Zoning Ordinance update Initiation (Round 1)  
 General Plan Land Use amendment and Rezone map amendment Initiation process

If any Councilmember is interested in a particular project or would like to know its status, please let me know and I would be happy to provide the information.

## Guadalupe City Planning Department Planning Processing Summary for August 2018 (09/04/18 update)

<u>Case No.</u>	<u>Name</u>	<u>Submittal Date</u>	<u>Comp. Date</u>	<u>Status</u>	<u>OK for Bldg. Permit Issuance</u>
2016-054-CUP \$\$	Quiroga Boardinghouse	11-23-16	COMP 02-21-18	Deemed Complete, but waiting for authorization from owner to proceed. <b>No activity this month.</b>	NO
2017-096-CUP \$\$	Guadalupe Cultural Ctr.	09-17-17	INC 03-12-18	Working with applicant on legal documents. Staff report prepared in anticipation of receiving legal documents soon. <b>No activity this month.</b>	NO
2017-080-CUP \$\$	El Padrecito Retreat & Events	08-21-17	INC 10-27-17	Draft report and recommendations completed April 2018. <b>No Activity this month</b>	NO
2017-130-TPM \$\$	DJ Farms South Master TPM	10-12-17	Incomplete 03-07-18	INC letter sent on 03-07-18. Several early meetings with applicants to discuss the project. <b>No activity this month.</b>	NO
2018-089-PA \$	Housing Authority of SB Co	04/20/18	N/A	Full application submittal is now projected for late October. <b>No Activity this month</b>	NO
2018-097-OA No \$	ADU Ord. amend. (Clean up)	05/21/18	N/A	Second reading of ADU approved at 07/10/18 Council meeting. <b>Ordinance effective August 9<sup>th</sup></b> . First Reading of clean up ordinance heard on 8/14	N/A

<b>Guadalupe City Case No.</b>	<b>Planning Name</b>	<b>Submittal Date</b>	<b>Comp. Date</b>	<b>Discretionary Processing Status</b>	<b>Page 2 OK for Bldg. Permit Issuance</b>
2016-043-LLA \$\$	Beachside Cooler Lot Line Adj.	10-31-16	INC No record	LLA materials and updated Title Report submitted 8/30.	YES*
2017-141-FM \$\$	DJ Farm Lot 4 FM	08-25-17	INC No record	Final corrections made to the FM and special CC hearing approved it on 8/28	NO
2018-128-ZC \$	Guadalupe Ct. Apts (PSHH)	07-16-18	N/A	Met on site with applicant and PGE to discuss permit conditions.	NO
2018-130-CUP (TE)	Pioneer Street Apartment TE	07/30/18	N/A	Request to extend the expiration date of the previously-approved CUP for 34 apartments.	N/A
2018-133-OA	Round 1-A of Zoning Ordinance Update	08/01/18	N/A	Amendments and Additions to Title 12 processed during August with Initiation approved by CC on 8/14/18. First reading scheduled for CC on 9/11/18	N/A
2018-135-GPZ	General Plan amendment and Rezone of three areas of the City	08/29/18	N/A	Staff directed to prepare amendments to GP and zoning map to address development issues.	N/A
2018-134-CUP	Pioneer Street Apartment Revision	08/16/18	C/I letter due by 9/15	Applicant has resubmitted a CUP to revise the 34-unit apartment project to include a sleeping room in addition to the two bedrooms already provided	NO

A DISCRETIONARY permit is one that requires City Council approval

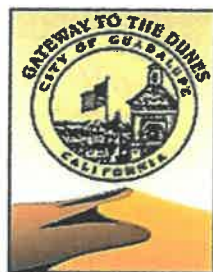
No\$ = unreimbursed planning work

\$ = projects where a fixed fee has been paid

\$\$ = projects where a variable fee / deposit is made and the applicant is billed for time beyond the initial deposit

09/04/18





**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: Megan Lizalde, City Treasurer**

**Subject: Treasurer's Report – July 2018**

**Date: 9/3/2018**

**This memo lists the changes in the monthly Treasurer's report for July 2018 compared to the prior month. July 2018 cash increased by approximately \$248,927.**

**Treasurer's Report  
Investments and Cash as of July 31, 2018**

Local Agency Investment Fund ("LAIF") Account 98-42-346	4,761,022.92
<b>Total Investments</b>	<b>\$ 4,761,022.92</b>

Cash	
Checking Account 155-503815 ("Warrant Account")	429,584.26
Checking Account 155-003261 ("Payroll Account")	22,236.77
<b>Total Cash</b>	<b>\$ 451,821.03 *</b>

\*Actual ending balances reconciled to Bank Statements

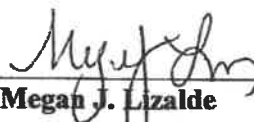
The following is a summary of the City's cash and investments as of July 31, 2018 compared with the prior month.

Investments and Cash	June 30, 2018	July 31, 2018
Investments	4,740,750.84	4,761,022.92
Cash	223,165.89	451,821.03
<b>Total</b>	<b>\$ 4,963,916.73</b>	<b>\$ 5,212,843.95 **</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: 9/3/2018 by:

  
 \_\_\_\_\_  
**Megan J. Lizalde**  
 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)  
 August 10, 2018

CITY OF GUADALUPE

CITY TREASURER  
 918 OBISPO STREET  
 GUADALUPE, CA 93434

PMIA Average Monthly Yields

Account Number:  
 98-42-346

Transaction Definitions

July 2018 Statement

Effective Date	Transaction Date	Transaction Type	Transaction Number	Authorized Caller	Amount
7/13/2018	7/12/2018	QRD	1579303	SYSTEM	20,272.08

Account Summary

Total Deposit:	20,272.08	Beginning Balance:	4,740,750.84
Total Withdrawal:	0.00	Ending Balance:	4,761,022.92

**City of Guadalupe  
Fund Balances  
as of July 31, 2018**

<b>Fund#</b>	<b>Fund</b>	<b>Balance</b>
01	General Fund	-111,622
10	Water Operating	4,517,860
12	Wastewater Operating	-802,355
15	Solid Waste	8,539
20	Gas Tax	233,490
22	Local Transportation	179,722
23	Transit	931,495
26	RDA Operating	-4,160,355
28	Guadalupe Library	-63,107
30	Water Cap Fund	-742,359
31	Payroll Clearing	13
32	Waste Water Cap Fund	5,885,242
36	Public Facilities	5,876
38	Park Development	2,807
39	Community Corrections Grant	3,038
40	Fire Safety Fund	70,390
42	Police Safety Fund	64,007
43	Police-Airport	-15,219
57	Alcohol & Drug (Gladiators)	4,077
58	CDBG	57,966
60	Guadalupe Assessment District	29,103
63	PAS L&L District	-600
65	Guadalupe Lighting District	439,778
67	EDBG	112,326
71	Measure A	995,344
76	Capital Facilities Fund	312,519
78	City Hall Equipment	10,565
83	ATP Cycle 3	-6,849
87	Traffic Mitigation	41,336
90	RDA-Affordable Housing	422,699
91	2003 Bond Refi	658,886
94	Sewer Bond Fund	27,225
96	Def. Comp Fund	0
97	GEN L.T. Fund	0
98	GEN Fix Assests	3,597,822
99	Cash Clearing	0

**NOTE:**

**The fund balances is the value of the fund after total liabilities are subtracted from the total assets. The balance is typical positive.**



Human Resources  
 918 Obispo Street  
 P.O. Box 908  
 Guadalupe, CA 93434  
 Ph: 805.356.3893  
 Fax: 805.343.5512

Email: [villegas@ci.guadalupe.ca.us](mailto:villegas@ci.guadalupe.ca.us)

## HUMAN RESOURCES MONTHLY REPORT AUGUST 2018

### RECRUITMENT

- Chief of Police

The candidate selected by the City Council has completed backgrounds and is continuing with the other steps involved in the recruitment process.

- Reserve Police Officer

Backgrounds on this candidate have been completed and the remaining processes of this recruitment are being continued.

One candidate is being scheduled the second week in September for an oral board.

- Paid-Call Firefighters

With the assistance of Fire Captain Ryan Mack, we posted PCF notices on various websites, such as Indeed and Career Firefighters. Several applications came through the Indeed site in August with possible interviews in September.

### OTHER:

- Training:

On Monday, 8/06/18, six employees in Public Works, Water & Treatment Plant attended a CJPIA 4-hour training in Solvang for "Confined Space Entry Program Review".

- Workers' Compensation

One new claim in August and one in July not previously reported. Temporary Disability benefits have stopped on one claim. Three other claims remain open with two expected to close within the next couple of months.

- Negotiations with Service Employees International Union and Police Officers Association remaining ongoing.

- **FACILITIES**

The following number of rental/usage data is for the period October 2016 through August 2018:

<u>Facility</u>	<u>Oct. '16 – July'18</u>	<u>Aug '18</u>	<u>Total To Date</u>
Auditorium/Gym	80	9	89
O'Connell Park	17	2	19
LeRoy Park	15	1	16
Senior Center	29	2	31
City Parking Lot	8	0	8
City Council Chambers	41	6	47

**NOTE:**

**McKenzie Girls & Boys Volleyball** practice began on August 20<sup>th</sup> in the City gym. They will be using the gym Mondays thru Thursdays, from 4pm to 6pm, but will not host any games here. The volleyball season this year is short, running through October 11<sup>th</sup>.

**The Wrestling Brigade** is scheduled to start their practice up again in the City gym on Wednesday, September 5<sup>th</sup>, from 6pm to 8pm.

**Guadalupe Youth Football** have scheduled use of O'Connell Park for practice beginning Saturday, September 8<sup>th</sup>, from 6am to 6pm.

**City of Guadalupe**  
**August 2018**  
**Civil Engineering Projects**

**The following is a list of projects in various stages of construction, design, or planning.**

- **Obispo and 11th Street Drainage Improvements** – Work on this project is progressing. During construction several previously unknown issues have arisen. A staff report is being prepared for City Council that outlines the issues. Due to these issues, the construction contract will exceed the 15% contingency that was originally approved by Council.
- **2018 Pavement Maintenance Project** –The slurry seal project was completed in early August.
- **2018 Pavement Rehabilitation Project** – The bids have been opened for this project. Granite Construction Company was the low bidder. The contract will come to City Council for approval during the first September meeting.

The following segments are included in the work:

- Pelican Lane from Sandpiper Lane to Surfbird Lane
- Sandpiper Lane from Pacific Dunes Way to Pelican Lane.
- **Implementation of NPDES Permit and MS4 Requirements** – The City is in the final year of implementation of the MS4 Requirements. Final reports are being prepared for the five-year program.
- **ATP Cycle 3.** Revisions are being made to the preliminary plans based on comments from Caltrans. They will then be resubmitted to Caltrans for a final approval. The project includes sidewalks on the east side of Guadalupe Street from Olivera Street to the Amtrak Station, street crossings, and handicap ramp replacements at various locations. It is anticipated that construction will occur in FY2018/2019.
- **ATP Cycle 4.** The application was submitted to the CTC by the July 31<sup>st</sup> deadline. The application included pedestrian improvements throughout the City and on school routes. If successful, the City will receive 1.1 million dollars.
- **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 been awarded a contract to complete this work. All the design work is being funded by the IRWM Grant.
- **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. This project was originally slated for construction in 2018. However, due to additional requirements by the Union Pacific Railroad and Caltrans the project is on hold pending further investigation.

## **Development**

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

- **Pasadera**
  - The Lot 4 final map has been approved by Council and should be recorded by the end of August.
  - Construction is occurring on Lot 4. Streets have been paved and the well and well house are nearly completed.
  - A Vesting Tentative Tract Map has been submitted for Lot B of Tract 26,090, which is the parcel between the UPRR and the Santa Maria Valley Railroad spur.
- **Pioneer Street Apartments**
  - The building permits have been approved and are awaiting the developer submitting fees. The developer is having difficulty securing funding for the project. During construction activities staff will provide technical assistance for items within the City right-of-way.
- **Beachside Cooler**
  - The Developer has submitted paperwork for a Lot Line Adjustment.
- **Apio Wastewater Reclamation System and Voluntary Merger**
  - Both applications are in various phases of review.
- **Guadalupe Court (People's Self-Help Housing)**
  - Plans have been submitted for the public improvements, onsite improvements, and the buildings. The plans are in various stages of review.





## Department of Public Works Activity Summary

Caring for over \$25,000,000 of Guadalupe's Assets

September 11, 2018

Richard Jamar, DPW Director/Mike Pena, DPW Field Manager

### 1. General

#### A. Completed

- Oversight of Facilities, Wastewater, Water, Parks & Recreation, Fleet, Streets, and peripherally Building & Planning.
- Consultant for Grade III WWTP hired, contract extension this CC agenda.

#### B. Ongoing

- DPW Budget Development – Zero-based/Activity-based budget (Facilities/Buildings, Streets, Fleet, Recreation/Parks, Water, Sewer)

### 2. Facilities

#### A. Completed

- Replaced Men's Urinal piping and valves – City Hall.
- Vent openings at PD replaced/installed missing units –City Hall.
- Repairs of irrigation system – City Hall
- Men's room window – City Hall

#### B. Ongoing

- City Hall-Main hallway
  - CCTV proposals – Council Chambers
  - Window Frame repairs needed
- Corporate Yard
  - DPW Staff continues to organize equipment/remove debris.
- JOC Park Booster Pump-pending proposal.
- Senior Center
  - Contractor to provide proposal Sept. 10.
- 10th St. / Elevated Tank Yard
  - Debris to be removed
  - Weeds to be abated

### 3. Wastewater Department

#### A. Completed

- Performance
  - Biolac performing well but needs critical maintenance.
  - Biolac control panel needs programming adjustment after power surge (Aug).
  - Improved sludge and dewater process reduces the waste tonnage and odors.
  - Inspection of Apio dechlorinating facility in September.

## City of Guadalupe - Department of Public Works

- No cleaning of Collection System due to staff shortage. Need min. 3 for safe ops.
- Maintenance
  - Irrigation Station: float switch replaced; pressure increased to spray fields.
  - Irrigation Sprinklers: repaired two heads
  - Hwy 1 Lift Station: Replaced filters and bubbler hose
  - Bar Screen: Lubricated/Cleaned
  - Office Computer: Recovering data from power surge problem in August
- Polymer Control Unit replaced-results in drier sludge.
  - Improved odor control
  - Reduces shipping weight
- Developed Sludge-handling protocol to reduce odor exposure on weekends.
- Updated Blower computer to rotate lead-lag operations, to preserve blower life.
- Production:

	<b>This Month</b>	<b>(2018) Year to Date</b>	<b>(2017) Last Year to Date</b>
Influent Flow (MGD)	27,515,000	159,078,000	155,042,000
Outflow	n/a	n/a	n/a
Sewer Line Cleaned (ft.)	0	1500	1700
Compliance with regulatory standards	0 Violations	~14	Unknown
Complaints – State Water Board or APCD	0 Odor issue	Approx. 20 Odor issues	Unknown

### B. Ongoing

- Grade V Consultant (Grade III required) providing WWTP oversight.
- Reducing storage pond volumes to restore emergency storage.
- Jetting of Mahoney Line to commercial center at W. Main
- Inspect, monitor lift stations
- Develop Sanitary Sewer Maintenance Plan (SSMP)
- Create weekly, monthly, semi-annual, annual, bi-annual, other SOP documents

## 4. Water Department

### A. Completed

- Park Irrigation Repairs contributed by Water Department.
- City Hall Men’s Restroom: source, manifold, and valves replaced-no spray/splash.
- City Hall Men’s Restroom: repaired sinks, drains, and wall taps.
- Water Production:

	<b>This Month</b>	<b>(2018) Year to Date</b>	<b>(2017) Last Year to Date</b>
Water Production (MG)	35.85	260.32 MG	359.15 MG in 2017 (619.47 MG to date)
Usage totals (MG)	34.98	228.38 MG	321.38 MG in 2017 (549.76 MG to date)

## City of Guadalupe - Department of Public Works

Shut offs	53	446	567 in 2017 (1013 to date)
Opens	17	233	319 in 2017 (552 to date)
Closes	12	176	240 in 2017 (416 to date)
Main Breaks	0	1	2 in 2017 (3 to date)
Lateral Breaks	0	4	15 in 2017 (19 to date)

### B. Ongoing

- Pasadera
  - Lot #4
    - Maintain chlorine residual/loan hydrant meter for flushing
    - 12" WL @ Flower Avenue – Caltrans application for permit
  - Public Water Well
    - Developer completing punchlist work.
    - Conveyance line disinfection pending
  - DJ Farms South TPM (west of SMRR tracks)
    - Water and Sewer "Will Serve" denied.
    - North punchlist work progressing.
- Tognazzini Well
  - Light mineral concerns.
- State Water Line
  - Currently flowing at 225 gpm
- Apio Water Reclamation Project
  - Needs isolating facility at new fire line

## 5. Parks & Rec

### A. Completed

- Sprinkler heads adjusted (70%).
- New sprinkler controller & sprinkler heads ordered.
- Reduce park watering schedule for Fall weather.
- Cut football field grass for opener Sept. 8.
- JOC-Scrape/Paint wood at irrigation pump house/trash enclosure
- Clean up all parks of litter.
- JOC Booster Station/Trash painted & boards replaced

### B. Ongoing

- Developing sprinkler program for City-wide program.
- Your Children's Trees – Joint grant with SB Co. Parks Department/Guadalupe
  - 17 trees for Center Park (Sep. 8).
  - 17 trees for Jack O'Connell Park (Oct. 13).
- Guadalupe Recreation Groups – various.
  - Guadalupe Football proposal – 40-foot sea bin request at JOC Park.
  - Master Fee Schedule to be discussed at CC Meeting.

## City of Guadalupe - Department of Public Works

### 6. Fleet

#### A. Completed

- Vehicle Maintenance
  - 2 vehicles for routine maintenance

#### B. Ongoing

- All vehicles to be washed & mileage reported for vehicle maintenance log.
- No expected vehicle maintenance this month.

#### Proposed

- Water Maintenance Worker's truck needs steering wheel & utility bed repairs

### 7. Streets Department

#### A. Completed

- 11 parking spaces created on 10th Street, near elem. School.
- 24 Stop bar & legend repainted, 4 misc. signs repair/replaced.
- Weed abatement Nelson, Julia, Alleys, Corp Yard, WWTP
- Debris removal to landfill

	This Month	(2018) Year to Date	2017
Trimmed Trees	0	38	46
Repaired Potholes	0	13 @2.25yds	12 Cu. Ft.
Replaced Sidewalk	0	3.5 yds. 210 sq. ft.	1115 Sq. Ft
Painted Street Markings	0	33	16 Ea. Schl xing
Painted Stop Bars	24	126	16
Painted Stop Legend	24	126	16(
Replaced Stop Signs	2	73	34
Repaired park signs	2	2	unknown
School Crosswalks	0	14	14
Sand Available for rain, approx. 22yds	Less due to public usage	Unknown	25 Tons delivered
Painted Red zones	1	227	0
Painted Green Zones	0	3	0
Auditorium cleaning /Kitchen	0	6	Unknown
Drains cleared of debris	22	109+	Unknown
Broken Trees	0	20	Unknown
Repaired damaged street signs	2	4	unknown
Recovered discards.	1	45	Unknown

#### B. Ongoing

- Resubmitted: Caltrans permit for "No Parking Between the Hours..." street signs.
- Street trash cans/random removed.
- Weed abatement.
  - Citywide, Corp Yard, and WWTP.

REPORT TO THE CITY COUNCIL  
September 11, 2018



Prepared by:  
Larry Appel, Contract City Planner



Approved by:  
Cruz Ramos, City Administrator

**SUBJECT: SECOND READING OF AMENDMENTS TO THE RECENTLY ADOPTED ACCESSORY DWELLING UNIT (ADU) ORDINANCE (CHAPTER 18.53), AMENDMENT TO THE APPEALS SECTION (CHAPTER 18.80) AND ADDITION OF A NEW SECTION FOR ADMINISTRATIVE USE PERMITS (CHAPTER 18.72.150 THRU CHAPTER 18.72.190).**

**EXECUTIVE SUMMARY:**

The new Accessory Dwellings ordinance went into effect on August 9, 2018. Late into the time when the ordinance was being drafted, staff realized there may be some situations where strictly interpreting the provisions of the ordinance might be unfair to a particular applicant and not advance the purposes of the ordinance. Staff determined that permitting a staff-level appeal by an applicant denied a permit for an ADU would provide a way to resolve these situations. Staff decided to bring back an amendment to provide this administrative appeal once the ADU ordinance had gone into effect rather than delay adoption of the ordinance which would have been necessary to include this provision in the ordinance.

The inclusion of the administrative appeal in the ADU ordinance was part of Ordinance No. 2018-475, which was introduced by the City Council at its regular meeting on August 14, 2018. In addition to including the provision for the administrative appeal in the ADU ordinance, amendments were made to the City's Zoning Code as part of Ordinance No. 2018-475 to explicitly provide that decisions of the Planning Director or designee are appealable to the City Council

**RECOMMENDATION:**

It is recommended that the City Council:

- 1) Adopt Ordinance No. 2018-475 amending Chapter 18.53, Chapter 18.72, and Chapter 18.80 of the Municipal Code on a second reading.

**FISCAL IMPACT:**

No significant fiscal impact is expected should the Council pass the proposed ordinance.

**BACKGROUND:**

The first and second readings of Ordinance No. 2018-473 has occurred and the new ADU ordinance has been in effect since August 9, 2018. No applications have been received since the ordinance became effective.

Ordinance No. 2018-475 amending Chapter 18.53, Chapter 18.72, and Chapter 18.80 of the Municipal Code was introduced by the City Council at its regular meeting on August 14, 2018.

**ENVIRONMENTAL REVIEW:**

This ordinance has been reviewed for compliance with the California Environmental Quality Act (CEQA), and the CEQA Guidelines, and has been found to be exempt pursuant to Section 15306 of the CEQA Guidelines (information collection) because it does not have the potential to create a physical environmental effect.

**ATTACHMENT:**

1. Ordinance No. 2018-475.

**ORDINANCE NO. 2018-475**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GUADALUPE,  
CALIFORNIA, AMENDING CHAPTER 18.53 AND ADDING CHAPTER 18-72.150  
THRU 18-72.190 (ARTICLE IV) OF THE CITY OF GUADALUPE MUNICIPAL CODE  
REGARDING ACCESSORY DWELLING UNITS AND ADMINISTRATIVE USE  
PERMITS**

The City Council of the City of Guadalupe, State of California, does ordain as follows:

**WHEREAS**, the State Planning and Zoning Law authorizes the legislative body of a city or county to regulate, among other things, the intensity of land use, and also authorizes a local agency to provide by ordinance for the creation of accessory dwelling units in single-family and multi-family residential zones, as specified; and

**WHEREAS**, the City Council recently adopted an ordinance concerning Accessory Dwelling Units (ADU's), but staff has discovered that there may be situations where strict application of the requirements of this ordinance in particular circumstances might be unfair to an applicant and granting a permit for an ADU (with the imposition of reasonable conditions if appropriate) would further the State's policy in favor of ADU's and not undermine the goals of the City's ordinance; and

**WHEREAS**, a staff-level resolution of such situations by a process where a permit for an ADU cannot be issued under the strict terms of the City's ordinance but could be issued pursuant to an Administrative Use Permit process; and

**WHEREAS**, this Administrative Use Permit process would only apply to ADU permit denials but could be expanded to apply to other situations and circumstances under the City's Zoning Ordinance in the future; and

**WHEREAS**, in order to clarify that an applicant has the right to appeal a staff-level decision made under the Zoning Ordinance to the City Council, staff has also recommended an amendment to Chapter 18.80 of the Zoning Ordinance along with the other amendments described above; and

**WHEREAS**, public notice pursuant to Government Code section 65090 was given on August 4, 2018.

**NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE CITY COUNCIL OF  
THE CITY OF GUADALUPE**

**SECTION 1.** Chapter 18.53 of the Guadalupe Municipal Code regarding Accessory Dwelling Units is hereby amended to read as follows:

## **Chapter 18.53 ACCESSORY DWELLING UNITS**

---

### **18.53.080 Existing non-conforming ADUs.**

---

This chapter shall not validate any existing illegal additional dwelling unit(s). The standards and requirements for the conversion shall be the same as for a newly proposed accessory dwelling unit, but an application for an administrative use permit review may be made under the provisions set forth in Chapter 18.72 of the Guadalupe Municipal Code if the unit does not comply with the standards or requirements in Section 18.53.050.

### **18.53.090 Review process for accessory dwelling unit not complying with development standards.**

---

An accessory dwelling unit that does not comply with standards or requirements in Section 18.53.050 may be permitted with an administrative use permit as provided in Section 18.72.150, *et seq.* (Administrative Use Permits).

### **18.53.100 Appeals of Planning Director or designee's decision.**

---

Appeals of any Planning Director or designee final decisions under this chapter to the City Council shall be permitted and shall conform to the requirements of Chapter 18.80 for such appeals.

**SECTION 2.** Article IV, consisting of Sections 18.72.150 through 18.72.200 regarding administrative use permits for Accessory Dwelling Units is hereby added to Chapter 18.72 of the Guadalupe Municipal Code as follows:

#### **Article IV. Administrative Use Permits**

##### **18.72.150 Issuance conditions.**

---

Administrative use permits (AUP) are limited to permit applications for an Accessory Dwelling Unit and shall be issued only if the findings identified in Section 18.72.190 can be made. The Planning Director or designee shall impose such conditions as deemed necessary to serve the purposes of this title, and may require tangible guarantees or evidence that such conditions are being or will be complied with.

##### **18.72.160 Application – Information required**

---

Application for an AUP shall be made in writing by the majority owner. A copy of the application for Accessory Dwelling Unit (ADU) may be considered the official application for an AUP at the discretion of the Planning Director or designee.

##### **18.72.170 Application Fee**

---

No additional fee shall be required to process an AUP once the ADU processing fee has been paid.



### **18.72.180 Application – Director Determination.**

Upon receipt of the application for an administrative use permit, the Planning Director or designee shall evaluate the request and determine if the findings listed in Section 18.72.090 can be made to approve the request.

### **18.72.190 Findings for Approval**

A. In order to approve an administrative use permit under Section 18.53.080 to waive any development standard or other requirement set forth in Section 18.53.050, the Planning Director or designee shall make specific findings that granting the waiver will meet the purposes of Chapter 18.53 (Accessory Dwelling Units) and this title and not be detrimental to public health and safety, introduce unreasonable adverse impacts to the immediate neighbors, and would not overburden sewer and water services, or overburden traffic flow.

B. In order to deny an administrative use permit under Section 18.53.080, the Planning Director or designee shall find that the ADU would be detrimental to the public health and safety, would introduce unreasonable adverse impacts to the immediate neighbors, would overburden sewer and water services, or overburden traffic flow.

### **18.72.200 Administrative Hearing**

Prior to issuing an administrative use permit under this chapter, the Planning Director or designee shall cause an administrative hearing to be noticed and held in the following manner:

A. Notice of hearing. Notice of a public hearing shall contain the information required by Government Code Section 65094 and any additional information the Director deems appropriate. In addition, the notice shall declare that the application for the administrative use permit will be acted on without a public hearing if no request for a hearing is made.

B. Method of notice/distribution. Notice of public hearings shall be given as provided by Government Code Section 65091.

C. Public hearing. A public hearing on an administrative use permit shall occur only when a hearing is requested by the applicant or other interested person(s). This request shall be made in writing to the Planning Director or designee no later than seven days after the date of the public notice. In the event a public hearing is requested, the hearing on the administrative use permit shall be held on the date and time as defined in the public notice. At the request of the project applicant and/or at the discretion of the Planning Director or designee, a public hearing may be continued from time to time, but notice of the further hearings may be required to be provided again in the same manner as provided by subsection A.

D. Conduct of hearing. At the public hearing, interested persons may present information and testimony relevant to a decision on the proposed AUP.

E. Final decision. Immediately after the conclusion of public testimony in the case of a public hearing, or no sooner than the date of the meeting specified in the public notice required by subsection A, the Planning Director or designee shall announce the final decision, continue

the decision to a future date, or announce that the matter will be referred to the City Council for a final decision

**SECTION 3.** Chapter 18.80 of the Guadalupe Municipal Code regarding appeals of decisions by the Planning Commission, is hereby amended to read as follows:

**18.80.010 Appeal open to all persons.**

---

Any person may appeal to the City Council any order, requirement, decision or determination of the Planning Commission, Planning Director or designee in the manner provided in this chapter.

**18.80.020 Method and filing—Public hearing.**

---

Appeals shall be made in writing and filed with the City Clerk within 10 days after the final action of the Planning Commission, Planning Director or designee. Upon receipt of notice of such appeal, the City Clerk shall set a time within 30 days after the receipt of such appeal for the public hearing on the appeal. Notice of the hearing shall be given as set forth in Chapter 18.12 of this title. The City Clerk shall also notify the Planning Commission, Planning Director or designee of such appeal.

**18.80.030 Planning Commission, Planning Director or designee report preparation.**

---

The Planning Commission, Planning Director or designee upon receipt of the notice of appeal, shall prepare a report of the facts pertaining to the decision of the Planning Commission, Planning Director or designee and shall submit such report to the City Council along with the reason for the Commission's, Planning Director or designee's action.

**18.80.040 City Council action.**

---

The City Council shall refer any matter back to the Planning Commission, Planning Director or designee if any evidence is presented to the Council that was not presented to the Planning Commission, Planning Director or designee.

**18.80.050 Public hearing—City Council determination.**

---

At the close of the public hearing, the City Council may affirm, revise or modify the decision of the Planning Commission, Planning Director or designee. If the Council does not take any action on the appeal within 60 days after the filing thereof, the Commission's, Planning Director or designee's action shall be deemed affirmed.

**SECTION 4.** This Ordinance has been reviewed for compliance with the California Environmental Quality Act (CEQA), and the CEQA guidelines, and has been found to be exempt pursuant to §15306 of the CEQA Guidelines (Information Collection) because it does not have the potential to create a physical environmental effect.

**SECTION 5.** The City Council declares that each section, subsection, paragraph, subparagraph, sentence, clause, and phrase of this Ordinance is severable and

independent of every other section, subsection, paragraph, subparagraph, sentence, clause, and phrase of this Ordinance. If any section, subsection, paragraph, subparagraph, sentence, clause, or phrase of this Ordinance is held invalid, the City Council declares it would have adopted the remaining provisions of this Ordinance irrespective of the portion held invalid, and further declares its express intent that the remaining portions of this Ordinance should remain in effect after the invalid portion has been eliminated.

**SECTION 6.** The City Clerk is hereby authorized to make minor changes herein to address clerical errors, so long as substantial conformance of the intent of this document is maintained. In doing so, the City Clerk shall consult with the City Administrator and City Attorney concerning any changes deemed necessary.

**INTRODUCED** at a regular meeting of the City Council on the 14<sup>th</sup> day of August 2018, and **PASSED AND ADOPTED** at a regular meeting of the City Council on the 11<sup>th</sup> of September 2018, by the following vote:

**MOTION:**                   **VIRGINIA PONCE/ GINA RUBALCABA**

**AYES:**                   **5     Ramirez, Ponce, Lizalde, Rubalcaba, Julian**

**NOES:**                   **0**

**ABSENT:**               **0**

**ABSTAIN:**             **0**

**PASSED AND ADOPTED** at a regular meeting of the City Council held this 11<sup>th</sup> day of September, 2018 on motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and on the following roll call vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**ATTEST:**

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

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Philip F. Sinco, City Attorney

5g.

**RESOLUTION NO. 2018-51**

**APPROVING THE PROJECT LIST FOR FY 2018-19  
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

**WHEREAS**, SGR funds are allocated by the Santa Barbara County Association of Governments (SBCAG); and

**WHEREAS**, the City of Guadalupe's share of SGR funds for fiscal year 2018-19 is estimated to be as follows:

PUC 99313	\$74,023 (City of Guadalupe)
PUC 99314	\$ 869 (City of Guadalupe)
	\$ 3,628 (assigned by the County of Santa Barbara)
	\$ 792 (assigned by the City of Solvang)

For a total estimated allocation of **\$79,312**; and

**WHEREAS**, these funds will be used for Guadalupe Bus Replacement-Local Match; and

**WHEREAS**, in order to qualify for these funds, the City of Guadalupe is required to submit a proposed project list to California Department of Transportation (Caltrans) on an annual basis; and

**NOW, THEREFORE, BE IT RESOLVED** that the Guadalupe City Council hereby approves the SB1 State of Good Repair Project List for FY 2018-19; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Guadalupe that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit capital projects.

**NOW THEREFORE, BE IT FURTHER RESOLVED** that the City Administrator, Cruz Ramos is hereby authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair Funds and to execute the related grant applications, forms and agreements.

**MOTION:**

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

Agency Board Designee:

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

**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**

**Agenda of September 11, 2018**

151  
Prepared by:  
Gary Hoving, Director of Public Safety

CR  
Approved by:  
Cruz Ramos, City Administrator

**SUBJECT:**           **ADOPTION OF RESOLUTION INCORPORATING THE  
HAZARD MITIGATION PLAN WITH THE SAFETY  
ELEMENTS OF THE GENERAL PLAN**

**RECOMMENDATION:**

It is recommended that the City Council adopt Resolution No. 2018-52 approving the incorporation of the Hazard Mitigation Plan into the Safety Elements of the General Plan.

**BACKGROUND:**

The Federal Disaster Mitigation Act of 2000 mandates local governments to submit and maintain a Federal Emergency Management Agency (FEMA) approved local hazard mitigation plan. The Guadalupe City component to this plan serves as an annex to the Santa Barbara County Hazard Mitigation Plan and was prepared through joint meetings, local planning team input, public comment and a community survey. Our Hazard Mitigation Plan was approved by the Guadalupe City Council on August 8, 2017.

**DISCUSSION:**

The Guadalupe Hazard Mitigation Plan and the Santa Barbara Multi-Jurisdictional Plan has been approved by the California OES and the FEMA. The final outstanding component to the plan is to link the Hazard Mitigation Plan to the Safety Elements of the City General Plan. The mechanism to document this required connection is through the submitted resolution.

**FISCAL CONSIDERATIONS**

Adopting the proposed resolution will enable the City to be eligible to receive reimbursement for specified expenditures relating to the response and recovery from emergencies and disasters.

**RESOLUTION NO. 2018- 52**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE,  
CALIFORNIA, ADOPTING THE 2017 CITY OF GUADALUPE HAZARD  
MITIGATION PLAN AND INCORPORATING IT INTO THE CITY'S SAFETY  
ELEMENT OF THE GENERAL PLAN.**

**WHEREAS**, the Federal Emergency Management Agency (FEMA) requires local governments to provide and maintain a hazard mitigation plan as described in 44 CFR 201.6(c)(5); and

**WHEREAS**, City staff developed a draft plan identifying hazards unique to Guadalupe, mitigation efforts, and methods to limit the impacts; and

**WHEREAS**, in mid-2016 the City's draft hazards mitigation plan was made available for public review and comment; and

**WHEREAS**, the 2017 City of Guadalupe Hazard Mitigation Plan (HMP) is an annex to the Santa Barbara County Multi-Jurisdictional Hazard Mitigation Plan (MJHP); and

**WHEREAS**, the HMP, as an annex to the MJHP, was reviewed by and received endorsement from the California Office of Emergency Services; and

**WHEREAS**, in July 2017, the HMP received tentative approval from the FEMA pending adoption by the City Council; and

**WHEREAS**, adopting the HMP, enables the City of Guadalupe to qualify for additional mitigation funding after a disaster; and

**WHEREAS**, the State of California states that the HMP may be referenced in the Safety Element of the General Plan per Government Code section 65302.6(a).

**NOW, THEREFORE, IT IS HERBY RESOLVED** by the City Council of the City of Guadalupe, California as follows:

1. The HMP is adopted as an annex to the MJHP; and
2. The HMP has been found to have no significant effect on the environment, and is therefore exempt from the provisions of the CEQA, General Rule Section 15-62(b)(3); and
3. City staff is directed to incorporate the HMP into the Safety Element of the City's General Plan as permitted by Government Code section 65302.6(a); and
4. The Director of Public Safety is hereby authorized to make minor changes herein to address clerical errors, so long as substantial conformation of the intent of this document is maintained. In doing so, the Director of Public Safety shall consult with the City Administrator and City Attorney concerning and changes deemed necessary.

**Passed and adopted** at a regular meeting of the City Council of the City of Guadalupe, California, held this 11<sup>th</sup> day of September, 2018.

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

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Department Head

I, Joice Earleen Raguz, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. 2018-52 which was duly and regularly introduced and adopted by said City Council at a regular meeting held on September 11, 2018, and carried on the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**  
**Agenda of September 11, 2018**

151  
**Prepared by:**  
**Gary Hoving, Director of Public Safety**

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

**SUBJECT:**           **AUTHORIZATION TO PURCHASE TRUCK BED MOUNTED PUMP  
FOR FIRE DEPARTMENT**

**RECOMMENDATION:**

It is recommended that the City Council approve the purchase of a truck bed mounted pump for the Fire Department.

**BACKGROUND:**

The Guadalupe Fire Department has an existing pick-up truck as a support vehicle. To expand the versatility of the vehicle, a bed mounted water pump is desired. This will change the classification of the truck to a Type 6 meaning that it can be used for tight access firefighting, fire patrols and as an added resource for mutual aid deployment.

**DISCUSSION:**

Enhancing the Fire Department's capabilities by adding the pump provides an optional resource within the City of Guadalupe as well as for mutual aid assistance. The demand for mutual aid response with such a tool is high and will result in financial benefit to the City when used for mutual aid response because the City is compensated for its use. Such a vehicle can be deployed with two firefighters rather than the typical four or five on a Type 1 engine easing the staffing impact upon the Fire Department.

Purchasing the water pump through the Federal General Services Administration procurement program is the most economical method and is in compliance with our GMC 4.04.130 which requires a public bid or "piggyback" upon another government agency bid. Each of the items listed on the GSA source has been submitted to public bid and is documented through GSA Contract Number GS-07F-0263X.

**Fiscal Impact**

The cost of the desired pump is \$12,700.00 through Kimtek Corporation, 326 Industrial Park Lane, Orleans, Vermont. Funding for the project will be through existing Proposition 172 resulting in no impact to the General Fund.



KIWANIS CLUB OF GUADALUPE  
P.O. Box 87  
Guadalupe Ca 93434

September 4, 2018

Mayor John Lizalde, City Council and  
Cruz Ramos, City Administrator  
918 Obispo Street  
Guadalupe CA 93434

Dear Mayor, Council and City Administrator:

In the spirit of the upcoming Holiday Season, the Kiwanis Club of Guadalupe would like to request the City's support in this year's holiday celebration. Events are planned "Rain or Shine" for Saturday, December 8, 2018, 6pm..

It is our hope the the community and businesses will participate in "Peace, Love and Hope Around the World."

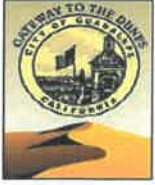
A request will be submitted to Cal TRANS for the rerouting of traffic for the parade. In order to complete our request, they will need a copy of the minutes certifying your approval of the parade. Please forward a copy of the minutes certifying approval to California Department of Transportation, 50 Higuera St., San Luis Obispo, CA 93401-5415 and Police Chief who will author a letter to Cal Trans verifying that his Department will handle the control of traffic.

If you have any questions or concerns, please contact Irma at (805) 260-9526 or Darren at (805) 260-9527.

Sincerely,

Irma Pardo, President  
Darren Pardo, President Elect  
Kiwanis Club of Guadalupe

:da



5k.

## AGENDA REPORT

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### SUBJECT/TITLE:

**2018 PAVEMENT MAINTENANCE PROJECT  
NOTICE OF COMPLETION**

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### RECOMMENDATION:

1. **APPROVE FILING OF THE NOTICE OF COMPLETION FOR THE 2018 PAVEMENT MAINTENANCE PROJECT, AND AUTHORIZE THE CITY CLERK TO IMMEDIATELY FILE THE NOTICE OF COMPLETION WITH THE COUNTY RECORDER;**
2. **THIRTY-FIVE (35) DAYS AFTER THE RECORDATION OF THE NOTICE OF COMPLETION, IF NO LIENS ARE FILED BY SUBCONTRACTORS, PAY AMERICAN ASPHALT SOUTH, INC. THE 5 PERCENT RETENTION PAYMENT IN THE AMOUNT OF \$12,899.53.**

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### DISCUSSION:

On June 12, 2018, the City Council adopted Resolution No. 2018-27 awarding the 2018 Pavement Maintenance Project to American Asphalt South, Inc. in the amount of \$238,125.50. The City Council also authorized the City Administrator to approve contract change orders up to 15% of the contract amount during construction, if deemed necessary.

During construction, the bid quantities were adjusted based upon field conditions. This included additional areas of asphalt removal and replacement, and additional slurry seal areas.

The following outlines the project costs:

Original Contract Amount	\$238,125.50
Adjustment to Bid Quantities	+ \$19,865.08
<b>Final Project Amount</b>	<b>\$257,990.58</b>

The final project costs are 8.34% over the original contract amount due to the additional work completed.

In accordance with state law, a percentage of the contract amount is withheld by the City until thirty-five days after filing the Notice of Completion. The City Engineer has determined the retention to be 5% for this project. The retention allows suppliers and subcontractors the opportunity to file a lien with the City in the event they have a payment dispute with the prime contractor. It is highly unlikely that any subcontractors or suppliers will file a lien against the final five percent payment.

Agenda Item: \_\_\_\_\_

Assuming the City Clerk files the Notice of Completion with the County Recorder on or about September 14, 2018 the retention of \$12,899.53 can be released (35 calendar days later) on or about October 19, 2018 if no liens are filed with the City by subcontractors.

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**ATTACHMENTS:**

1. Notice of Completion
2. Final Pay Estimate

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Prepared by: **Jeff van den Eikhof, City Engineer**

**Meeting Date: 11 September 2018**

City Administrator Approval: \_\_\_\_\_

*Greg Samos*

Agenda Item: \_\_\_\_\_

RECORDING REQUEST BY  
City of Guadalupe

AND WHEN RECORDED MAIL TO:  
Cruz Ramos, City Administrator  
918 Obispo Street  
Guadalupe, CA 93434

APN # N/A

**NOTICE OF COMPLETION  
NO TRANSFER OF PROPERTY**

NOTICE IS HEREBY GIVEN PURSUANT TO CIVIL CODE SECTION 3039:

1. The undersigned is corporate officer for the City of Guadalupe, owner of property hereinafter described.
2. The FULL NAME of the owner is: CITY OF GUADALUPE
3. The FULL ADDRESS is: 918 OBISPO STREET, GUADALUPE, CA 93434
4. The NATURE OF THE INTEREST: IN FEE
5. All work of improvement on the property hereinafter described was completed on AUGUST 24, 2018.
6. THE WORK DONE was the 2018 PAVEMENT MAINTENANCE PROJECT.
7. THE NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvements in the City of Guadalupe: AMERICAN ASPHALT SOUTH, INC. PO. BOX 310036, FONTANA, CA 92331
8. The property of which said work of improvement was completed is in the City of Guadalupe, County of Santa Barbara, State of California.

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Signature of owner name in Paragraph 2)  
Cruz Ramos, City Administrator  
City of Guadalupe

**VERIFICATION**

I, Joice Earleen Raguz, City Clerk, declare of the forgoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on the 11th day of September 2018 at the City of Guadalupe, California.

\_\_\_\_\_, City Clerk of the City of Guadalupe  
Joice Earleen Raguz



# American Asphalt South, Inc.

TO: City of Guadalupe  
Attn: Accts Payable  
918 Obispo Street  
Guadalupe, CA 93434

INVOICE NO.: 2018-96  
DATE: 31-Aug-18  
PROJECT: 2018 Pavement Maint. Project

CONTRACT # 6 12 2018

WORK COMPLETE TO: 31-Aug-18  
OUR JOB # 618-040

ITEM #	DESCRIPTION	UNIT	UNIT PRICE	TOTAL QUANTITY TO DATE	TOTAL AMOUNT TO DATE	PREVIOUS AMOUNT	AMOUNT DUE THIS ESTIMATE
<b>Base Bid</b>							
1	Mobalization, Bonds & Insur	LS	6,000.00	1.00	\$6,000.00	\$0.00	\$6,000.00
2	Traffic Control	LS	19,000.00	1.00	\$19,000.00	\$0.00	\$19,000.00
3	Storm Water Pollution Control	LS	1,500.00	1.00	\$1,500.00	\$0.00	\$1,500.00
4	Digout or R&R 4" HMA	SF	6.05	6,567.50	\$39,733.38	\$0.00	\$39,733.38
5	Surface Grind Asphalt Concrete	SF	14.30	200.00	\$2,860.00	\$0.00	\$2,860.00
6	Adj Water Value Covers	EA	1,100.00	1.00	\$1,100.00	\$0.00	\$1,100.00
7	Crack Seal & Slurry Seal Ty I	LT	300.00	207.00	\$62,100.00	\$0.00	\$62,100.00
8	Blue RPM @ Hydrant	EA	11.00	17.00	\$187.00	\$0.00	\$187.00
9	12" White Xwalk/Limit line Thrm	LF	5.50	221.00	\$1,215.50	\$0.00	\$1,215.50
10	STOP Legend Thrm	EA	330.00	15.00	\$4,950.00	\$0.00	\$4,950.00
<b>Alternate No 1</b>							
11	Mobalization, Bonds & Insur	LS	10,500.00	1.00	\$10,500.00	\$0.00	\$10,500.00
12	Traffic Control	LS	6,500.00	1.00	\$6,500.00	\$0.00	\$6,500.00
13	Storm Water Pollution Control	LS	500.00	1.00	\$500.00	\$0.00	\$500.00
14	Digout or R&R 4" HMA	SF	7.70	3,511.00	\$27,034.70	\$0.00	\$27,034.70
15	Adj Water Value Covers	EA	1,100.00	1.00	\$1,100.00	\$0.00	\$1,100.00
16	Crack Seal & Slurry Seal Ty I	LT	300.00	119.00	\$35,700.00	\$0.00	\$35,700.00
17	Blue RPM @ Hydrant	EA	11.00	7.00	\$77.00	\$0.00	\$77.00
18	12" White Xwalk/Limit line Thrm	LF	5.50	182.00	\$1,001.00	\$0.00	\$1,001.00
19	STOP Legend Thrm	EA	330.00	11.00	\$3,630.00	\$0.00	\$3,630.00
<b>Alternate No 2</b>							
20	Mobalization, Bonds & Insur	LS	2,500.00	1.00	\$2,500.00	\$0.00	\$2,500.00
21	Traffic Control	LS	2,000.00	1.00	\$2,000.00	\$0.00	\$2,000.00
22	Storm Water Pollution Control	LS	500.00	1.00	\$500.00	\$0.00	\$500.00
23	Crack Seal & Slurry Seal Ty I	LT	300.00	62.00	\$18,600.00	\$0.00	\$18,600.00
24	Blue RPM @ Hydrant	EA	11.00	3.00	\$33.00	\$0.00	\$33.00
25	12" White Xwalk/Limit line Thrm	LF	5.50	92.00	\$506.00	\$0.00	\$506.00
26	STOP Legend Thrm	EA	330.00	4.00	\$1,320.00	\$0.00	\$1,320.00
27	12" Yellow Xwalks Thrm	LF	5.50	346.00	\$1,903.00	\$0.00	\$1,903.00
28	BUMP Legend Thrm	EA	330.00	8.00	\$2,640.00	\$0.00	\$2,640.00
29	Pavement Mkings Speed Hump	EA	330.00	4.00	\$1,320.00	\$0.00	\$1,320.00
30	SLOW Legend Thrm	EA	330.00	2.00	\$660.00	\$0.00	\$660.00
31	SCHOOL Legend Thrm	EA	330.00	2.00	\$660.00	\$0.00	\$660.00
32	XING Legend Thrm	EA	330.00	2.00	\$660.00	\$0.00	\$660.00

FOR PROPER CREDIT REMIT TO:  
PO BOX AT BOTTOM OF INVOICE  
TERMS:  
ALL ACCOUNTS DUE UPON RECEIPT OVERDUE  
ACCOUNTS ARE SUBJECT TO 1.5% PER MONTH,  
18% PER ANNUM ATTORNEY'S FEE INCURRED  
IN COLLECTING PAST DUE ACCOUNTS WITH OR  
WITHOUT LEGAL ACTION TOGETHER WITH ALL  
COURT COSTS INVOLVED.

TOTALS:	257,990.58	0.00	257,990.58
0% SALES TAX:	0.00	0.00	0.00
0% RETAINED:	12,899.53	0.00	12,899.53
TOTAL PAYMENT:	0.00	0.00	0.00

Thank You for your Prompt Payment!

AMOUNT DUE: \$245,091.05

[www.americanasphaltsouth.com](http://www.americanasphaltsouth.com)

Lic. # 784969

MAILING ADDRESS: P.O. BOX 310036 • FONTANA, CA 92331 • PHYSICAL ADDRESS: 14436 SANTA ANA AVE. • FONTANA, CA 92337 • (909) 427-8276 • FAX (909) 427-8279



# American Asphalt South, Inc.

TO: City of Guadalupe  
Attn: Accts Payable  
918 Obispo Street  
Guadalupe, CA 93434

INVOICE NO.: Retention  
DATE: 6-Sep-18  
PROJECT: 2018 Pavement Maint. Project

CONTRACT # 6 12 2018

WORK COMPLETE TO: 31-Aug-18  
OUR JOB # 618-040

ITEM #	DESCRIPTION	UNIT	UNIT PRICE	TOTAL QUANTITY TO DATE	TOTAL AMOUNT TO DATE	PREVIOUS AMOUNT	AMOUNT DUE THIS ESTIMATE
<b>Base Bid</b>							
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32	XING Legend Thrm	EA	330.00	2.00	\$660.00	\$660.00	\$0.00

**FOR PROPER CREDIT REMIT TO:**

PO BOX AT BOTTOM OF INVOICE

**TERMS:**

ALL ACCOUNTS DUE UPON RECEIPT. OVERDUE ACCOUNTS ARE SUBJECT TO 1.5% PER MONTH 18% PER ANNUM ATTORNEY'S FEE INCURRED IN COLLECTING PAST DUE ACCOUNTS WITH OR WITHOUT LEGAL ACTION TOGETHER WITH ALL COURT COSTS INVOLVED.

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Thank You for your Prompt Payment!

AMOUNT DUE: \$12,899.53

[www.americanasphaltsouth.com](http://www.americanasphaltsouth.com)

Lic. # 784969

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