



City of Guadalupe

AGENDA

Regular Meeting of the Guadalupe City Council

Tuesday, October 22, 2024, at 6:00 pm
City Hall, 918 Obispo Street, Council Chambers

The City Council meeting will broadcast live streamed on the City of Guadalupe's Official YouTube channel: <https://www.youtube.com/channel/UCaxeHWd9JkmvKnGFU8BAYQQ>

If you choose not to attend the City Council meeting but wish to submit a written comment for the Community Participation Forum or on a specific agenda item, please submit via email to juana@ci.guadalupe.ca.us no later than 2:00 pm on Tuesday, October 22, 2024.

Please be advised that, pursuant to State Law, any member of the public may address the City Council concerning any item on the Agenda, before or during Council consideration of that item. If you wish to speak on any item on the agenda, including any item on the Consent Calendar or the Ceremonial Calendar, please submit a speaker request form for that item. If you wish to speak on a matter that is not on the agenda, please do so during the Community Participation Forum.

The Agenda and related Staff reports are available on the City's website: www.cityofguadalupe.org Friday before Council meeting.

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

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

1. **ROLL CALL:**

Council Member Christina Hernandez
Council Member Gilbert Robles
Council Member Whitney Furness
Mayor Pro Tempore Eugene Costa Jr.
Mayor Ariston Julian

2. **PLEDGE OF ALLEGIANCE**

3. **MOMENT OF THANKS, APPRECIATION OR CONDOLENCES.**

4. AGENDA REVIEW

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

5. CEREMONIAL CALENDAR

- A. Oath of Office – Rudy Alvara, Police Officer
- B. Michael Kuhbander – Guadalupe Police Officer of the Year

6. COMMUNITY PARTICIPATION FORUM

Each person will be limited to a discussion of three (3) minutes or as directed by the Mayor. Pursuant to the provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

7. CONSENT CALENDAR (A-G)

The following items are presented for City 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. Waive the reading in full of all Ordinances and Resolutions. Ordinances on the Consent Calendar will be adopted by the same vote cast as the first meeting unless City Council indicates otherwise.
- B. Approve payment of warrants for the period ending October 11, 2024.
- C. Approve the Minutes of the City Council regular meeting of October 8, 2024.
- D. Adoption of Guadalupe/SMOOTH Drug and Alcohol Testing Program Manual.
- E. Adopt Resolution No. 2024-62 authorizing the City to enter into an agreement with Mr. William Bill Scott for independent planning services.
- F. Adopt Resolution No. 2024-63 authorizing the City to enter into an agreement with Mr. Larry Appel, Integrity Planning for planning services commencing on January 1, 2025.
- G. Adopt Resolution No. 2024-64 authorizing the City to enter into a three-year agreement with Eikhof Design Group, Inc. for professional City Engineering services.

MANAGEMENT REPORTS

8. CITY ADMINISTRATOR: *(Information Only)*

- A. City Administrator's report for October 22, 2024

9. **DIRECTOR OF PUBLIC SAFETY: (Information Only)**
- A. Director of Public Safety report for October 22, 2024
 - B. Police Department report for September 2024
 - C. Fire Department report for September 2024
 - D. Code Compliance report for September 2024

REGULAR BUSINESS

10. **ARPA Allocation of Funds.**

Written report: Janice Davis, Finance Director

Recommendation: That the City Council review requested changes to the American Rescue Plan Act (ARPA) allocation previously approved at the June 11, 2024, Council meeting.

11. **Amendment to the Fee Waiver Policy.**

Written report: Annis Barajas, Recreation Services Manager

Recommendation: That the City Council approve an amendment to the Fee Waiver Policy to exempt rentals that have a total cost under \$650.00 from having to be approved by the City Council.

12. **FUTURE AGENDA ITEMS**

13. **ANNOUNCEMENTS – COUNCIL ACTIVITY/COMMITTEE REPORTS**

14. **ADJOURNMENT TO CLOSED SESSION**

15. **CLOSED SESSION AGENDA**

A. **Public Employment Performance Evaluation**
(Pursuant to Government Code Section 54957(b))
Title: Director of Public Safety

B. **Public Employment Performance Evaluation**
(Pursuant to Government Code Section 54957(b))
Title: City Administrator

C. **Public Employment**
(Pursuant to Government Code Section 54957(b))
Title: City Administrator

16. **ADJOURNMENT TO OPEN SESSION MEETING**

17. **CLOSED SESSION ANNOUNCEMENTS**

18. **ADJOURNMENT**

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall display case and website not less than 72 hours prior to the meeting. Dated this 18th day of October 2024.

Todd Bodem

Todd Bodem, City Administrator

PROPOSED FUTURE CITY COUNCIL AGENDA ITEMS

Council Meeting: Date and Subject	Department	Agenda Category	
Tuesday, November 12, 2024, at 6:00 p.m. / Regular Meeting			
Cost Allocation Plan FY 23-24	Finance Department	Consent Calendar	
Tuesday, November 26, 2024, at 6:00 p.m. / Regular Meeting			
Cancellation of the December 24 th CC Regular Meeting	Administration Dept.	Consent Calendar	
Tuesday, December 10, 2024, at 6:00 p.m. / Regular meeting			
Certification of November 5, 2024, General Municipal Election			
Oath of Office - Newly Elected Officials			
Other Unscheduled Items	Proposed Date of Item	Department	Agenda Category
Gift Policy		City Attorney	New Business
Social Host Ordinance		City Attorney	New Business
Personnel Manual Update			New Business
Pasadera Development Annual Update	Nov. 2024	City Engineer	



REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 22, 2024



Prepared by:
Veronica Fabian
Finance Account Clerk



Reviewed by:
Janice Davis
Finance Director



Approved by:
Todd Bodem
City Administrator

SUBJECT: Payment of warrants for the period ending October 11, 2024, to be approved for payment by the City Council. Subject to having been certified as being in conformity with the budget by the Finance Department staff.

RECOMMENDATION:

That the City Council review and approved the listing of hand checks and warrants to be paid on October 23, 2024.

BACKGROUND:

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



Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: AGD01 - ANDREW GOODWIN DESIGNS										Vendor Total: 1,000.00
378-22	Invoice	10/11/2024	10/11/2024	10/11/2024	10/11/2024	1,000.00	0.00	0.00	0.00	1,000.00
ADM - ROYAL THEATER PROJECT	Warr Bank Acct - Warrants Bank Account				No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
ADM - ROYAL THEATER PROJECT	NA	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
079-4542-2166	Activity		1,000.00	100.00%						
Vendor: AIR02 - AIRGAS USA LLC										Vendor Total: 505.58
9153732297	Invoice	10/13/2024	10/13/2024	10/13/2024	10/13/2024	505.58	0.00	0.00	0.00	505.58
FIRE - OXYGEN USP DA MED CGA 870	Warr Bank Acct - Warrants Bank Account				No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FIRE - OXYGEN USP DA MED CGA 870	NA	0.00	0.00	505.58	0.00	0.00	0.00	505.58		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4220-1550	Operating Supplies & Exp.		505.58	100.00%						
Vendor: AMA02 - AMAZON BUSINESS										Vendor Total: 2,295.89
11GR-YVQ9-6CYM	Invoice	10/5/2024	10/5/2024	10/5/2024	10/5/2024	412.56	0.00	0.00	0.00	412.56
P&R - ACCT#:11GR-YVQ9-6CYM	Warr Bank Acct - Warrants Bank Account				No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
COMMERCIAL POPCORN MACHINE, POPCORN SCOOP	NA	0.00	0.00	412.56	0.00	0.00	0.00	412.56		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4300-1550	Operating Supplies & Exp.		412.56	100.00%						
1737-YYQ9-9K6V	Invoice	9/10/2024	9/10/2024	9/10/2024	9/10/2024	32.40	0.00	0.00	0.00	32.40
FINANCE - ACCT#:A19RD4DAF93AUQ	Warr Bank Acct - Warrants Bank Account				No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PUFFS ULTRA SOFT FACIAL TISSUE	NA	0.00	0.00	32.40	0.00	0.00	0.00	32.40		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4120-1200	Office Supplies & Postage		32.40	100.00%						
17KK-3CGH-K93J	Invoice	9/28/2024	9/28/2024	9/28/2024	9/28/2024	557.86	0.00	0.00	0.00	557.86
P&R-ACCT#:A19RD4DAF93AUQ - SOLAR STREET LIGHTS	Warr Bank Acct - Warrants Bank Account				No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-ACCT#:A19RD4DAF93AUQ - SOLAR STREET LIGHTS	NA	0.00	0.00	557.86	0.00	0.00	0.00	557.86		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4300-1550	Operating Supplies & Exp.		557.86	100.00%						
1DJY-R7XC-J9PK	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	27.14	0.00	0.00	0.00	27.14
PD - ACCT#:A19RD4DAF93AUQ - BOOKS - ART OF WAR (2)	Warr Bank Acct - Warrants Bank Account				No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PD - ACCT#:A19RD4DAF93AUQ - BOOKS - ART OF WAR (2) Distributions	NA		0.00	0.00	27.14	0.00	0.00	0.00	27.14	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4200-1550	Operating Supplies & Exp.				27.14	100.00%				
1FTY-D33R-JN4X	Invoice	10/11/2024	10/11/2024	10/11/2024	10/11/2024	59.66	0.00	0.00	0.00	59.66
FINANCE - ACCT#:A19RD4DAF93AUQ Warr Bank Acct - Warrants Bank Account No										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
IDUSTER,CLOROX PRO WIPES Distributions	NA		0.00	0.00	59.66	0.00	0.00	0.00	59.66	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4120-1200	Office Supplies & Postage				59.66	100.00%				
1HPD-1JPW-3LVW	Invoice	10/10/2024	10/10/2024	10/10/2024	10/10/2024	28.76	0.00	0.00	0.00	28.76
ADM - ACCT#:A19RD4DAF93AUQ - FILING Warr Bank Acct - Warrants Bank Account No										
FOLDERS - ADMIN										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - ACCT#:A19RD4DAF93AUQ - FILING FOLDERS - ADMIN Distributions	NA		0.00	0.00	28.76	0.00	0.00	0.00	28.76	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4105-1200	Office Supplies & Postage				28.76	100.00%				
1J17-LCPT-N6KG	Invoice	10/3/2024	10/3/2024	10/3/2024	10/3/2024	34.89	0.00	0.00	0.00	34.89
FINANCE - ACCT#:A19RD4DAF93AUQ Warr Bank Acct - Warrants Bank Account No										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ELECTRIC STAPLER Distributions	NA		0.00	0.00	34.89	0.00	0.00	0.00	34.89	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4120-1200	Office Supplies & Postage				34.89	100.00%				
1K31-WTF6-1XXC	Credit Memo	9/14/2024	9/14/2024	9/14/2024	9/14/2024	-98.50	0.00	0.00	0.00	-98.50
WWTP - CJ SAFETY 36" ORANGE TRAFFIC Warr Bank Acct - Warrants Bank Account No										
SAFETY CONES										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP - CJ SAFETY 36" ORANGE TRAFFIC SAFETY CONES Distributions	NA		0.00	0.00	-98.50	0.00	0.00	0.00	-98.50	
Account Number	Account Name		Project Account Key		Amount	Percent				
012-4425-1550	Operating Supplies & Exp.				-98.50	100.00%				
1KMR-61XY-C33V	Invoice	9/24/2024	9/24/2024	9/24/2024	9/24/2024	64.91	0.00	0.00	0.00	64.91
PD - ACCT#:A19RD4DAF93AUQ - PAPER Warr Bank Acct - Warrants Bank Account No										
SHREDDER 5.5 GAL										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PD - ACCT#:A19RD4DAF93AUQ - PAPER SHREDDER 5.5 GAL Distributions	NA		0.00	0.00	64.91	0.00	0.00	0.00	64.91	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4200-1550	Operating Supplies & Exp.				64.91	100.00%				
1KMR-61XY-FY6M	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	97.80	0.00	0.00	0.00	97.80
FINANCE - ACCT#:A19RD4DAF93AUQ - PINK Warr Bank Acct - Warrants Bank Account No										
COLORED PAPER										

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - ACCT#:A19RD4DAF93AUQ - PINK COLORED PAPER	NA		0.00	0.00	48.90	0.00	0.00	0.00	48.90	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
010-4420-1200	Office Supplies & Postage				48.90	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - ACCT#:A19RD4DAF93AUQ - PINK COLORED PAPER	NA		0.00	0.00	48.90	0.00	0.00	0.00	48.90	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
012-4425-1200	Office Supplies & Postage				48.90	100.00%				
11M4-L3PY-1399	Credit Memo	9/25/2024	9/25/2024	9/25/2024	9/25/2024	-92.42	0.00	0.00	0.00	-92.42
WWTP - ACCT#:A19RD4DAF93AUQ	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
AMERICAN POWER PULL 3400-HAND TRUCK	NA		0.00	0.00	-92.42	0.00	0.00	0.00	-92.42	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
012-4425-1550	Operating Supplies & Exp.				-92.42	100.00%				
11M73-KLT1-JLQX	Invoice	9/22/2024	9/22/2024	9/22/2024	9/22/2024	142.29	0.00	0.00	0.00	142.29
FIRE - ACCT#:A19RD4DAF93AUQ - GLADE,WET MOP	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
DETERGENT, USB ADAPTER	NA		0.00	0.00	118.43	0.00	0.00	0.00	118.43	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4220-1200	Office Supplies & Postage				118.43	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
DETERGENT, USB ADAPTER	NA		0.00	0.00	23.86	0.00	0.00	0.00	23.86	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4220-1550	Operating Supplies & Exp.				23.86	100.00%				
11MWV-MTCY-HD19	Invoice	10/11/2024	10/11/2024	10/11/2024	10/11/2024	433.96	0.00	0.00	0.00	433.96
P&R - GARLAND, TABLECLOTH, PARTY DECOR	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FALL FESTIVAL EVENT OF DECEMBER 7TH - ARPA FUNDS	NA		0.00	0.00	433.96	0.00	0.00	0.00	433.96	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				433.96	100.00%				
11PPC-HVWH-16HW	Invoice	9/24/2024	9/24/2024	9/24/2024	9/24/2024	205.49	0.00	0.00	0.00	205.49
PD - 500 PCS COLORED PAPER CLIPS, FILE JACKETS	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FOLDERS, PAPER, TAPE, MEMO BOOKS, BRASES	NA		0.00	0.00	205.49	0.00	0.00	0.00	205.49	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4200-1200	Office Supplies & Postage				205.49	100.00%				

Payable Register

Packet: APPKT00384 - 10.22.24 BIWEEELY RUN

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1TPP-V7D3-M7JG	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	31.56	0.00	0.00	0.00	31.56
ADM - ACCT#:A19RD4DAF93AUQ		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - WATER DEPT PHONE CASE REPLACEMENT Distributions	NA		0.00	0.00	31.56	0.00	0.00	0.00	31.56	
Account Number	Account Name	Project Account Key			Amount	Percent				
010-4420-1550	Operating Supplies & Exp.				31.56	100.00%				
1WDR-JDK4-CGHR	Invoice	10/2/2024	10/2/2024	10/2/2024	10/2/2024	53.87	0.00	0.00	0.00	53.87
FIRE - ACCT#:A19RD4DAF93AUQ		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
HANDI PACK WIPES Distributions	NA		0.00	0.00	53.87	0.00	0.00	0.00	53.87	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4220-1200	Office Supplies & Postage				53.87	100.00%				
1XCY-LMK4-PJ7N	Invoice	9/15/2024	9/15/2024	9/15/2024	9/15/2024	42.37	0.00	0.00	0.00	42.37
FINANCE - ACCT#:A19RD4DAF93AUQ - BATHROOM TRASH CAN		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - ACCT#:A19RD4DAF93AUQ - BATHROOM TRASH CAN Distributions	NA		0.00	0.00	42.37	0.00	0.00	0.00	42.37	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4120-1200	Office Supplies & Postage				42.37	100.00%				
1YF1-9JH9-LQNF	Invoice	10/9/2024	10/9/2024	10/9/2024	10/9/2024	65.24	0.00	0.00	0.00	65.24
P&R-ACCT#: A19RD4DAF93AUQ - PICKLE BALL MARKING KIT		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R-ACCT#: A19RD4DAF93AUQ - PICKLE BALL MARKING KIT Distributions	NA		0.00	0.00	65.24	0.00	0.00	0.00	65.24	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				65.24	100.00%				
1YRH-HPXK-YYPX	Invoice	10/8/2024	10/8/2024	10/8/2024	10/8/2024	196.05	0.00	0.00	0.00	196.05
P&R- ACCT#:A19RD4DAF93AUQ - PICKLEBALL NET,BALLS		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R- ACCT#:A19RD4DAF93AUQ - PICKLEBALL NET,BALLS Distributions	NA		0.00	0.00	196.05	0.00	0.00	0.00	196.05	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				196.05	100.00%				
Vendor: AQU01 - AQUA-METRIC SALES COMPANY									Vendor Total:	582.59
INV0104264	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	582.59	0.00	0.00	0.00	582.59
WATER - TR/PL HOUSING ASSEMBLY		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
TR/PL HOUSING ASSEMBLY Distributions	NA		0.00	0.00	582.59	0.00	0.00	0.00	582.59	
Account Number	Account Name	Project Account Key			Amount	Percent				
010-4420-1535	Meters				582.59	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					

Vendor: [ARC01 - ARCLIGHT MEDIA](#) **Vendor Total:** 414.34

11913	Invoice	10/1/2024	10/1/2024	10/1/2024	10/1/2024	170.00	0.00	0.00	0.00	170.00
ADM - WEBSITE MAINTENANCE SERVICES - SEPT 2024		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
ADM - WEBSITE MAINTENANCE SERVICES - SEPT 2024	NA	0.00	0.00	170.00	0.00	0.00	0.00	170.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-4140-2151	Information Technology Svs		170.00	100.00%

11947	Invoice	10/1/2024	10/1/2024	10/1/2024	10/1/2024	244.34	0.00	0.00	0.00	244.34
ADM - WEBSITE SERVICESW "EDITS" SEPT 2024		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
ADM - WEBSITE SERVICESW "EDITS" SEPT 2024	NA	0.00	0.00	244.34	0.00	0.00	0.00	244.34

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-4140-2151	Information Technology Svs		244.34	100.00%

Vendor: [AWP01 - AWP SAFETY](#) **Vendor Total:** 386.74

03024547	Invoice	10/3/2024	10/3/2024	10/3/2024	10/3/2024	386.74	0.00	0.00	0.00	386.74
PW - PEX ADHESIVE 795A 10 OZ TUBE		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
PW - PEX ADHESIVE 795A 10 OZ TUBE	NA	0.00	0.00	386.74	0.00	0.00	0.00	386.74

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
071-4454-1550	Operating Supplies & Exp.		386.74	100.00%

Vendor: [BEC01 - BOCARSLY EMDEN COWAN ESMAIL & ARNDT LLP](#) **Vendor Total:** 853.00

48259	Invoice	7/31/2024	7/31/2024	7/31/2024	7/31/2024	853.00	0.00	0.00	0.00	853.00
ADM - ROYAL THEATER PROJECT		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
ADM - ROYAL THEATER PROJECT	NA	0.00	0.00	853.00	0.00	0.00	0.00	853.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
079-4542-2164	General Admin		853.00	100.00%

Vendor: [BIO01 - BIOALCHEMY INC.](#) **Vendor Total:** 2,158.69

1577	Invoice	10/1/2024	10/1/2024	10/1/2024	10/1/2024	2,158.69	0.00	0.00	0.00	2,158.69
WWTP - BIOAUGMENTATION		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP - BIOAUGMENTATION - WELL TRAINING	NA	0.00	0.00	2,158.69	0.00	0.00	0.00	2,158.69

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
012-4425-2150	Professional Services		2,158.69	100.00%

Vendor: [BOU01 - BOUND TREE MEDICAL LLC](#) **Vendor Total:** 114.17

85514688	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	114.17	0.00	0.00	0.00	114.17
FIRE - MEGAMOVER TRANSPORT UNIT		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code					On Hold				
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FIRE - MEGAMOVER TRANSPORT UNIT	NA	0.00	0.00	114.17	0.00	0.00	0.00	114.17		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4220-1550	Operating Supplies & Exp.		114.17	100.00%						

Vendor: [BVI01 - BELLA VISTA INVESTIGATIVE SERVICES](#) Vendor Total: 2,450.00

GUAD-2024-0002	Invoice	9/29/2024	9/29/2024	9/29/2024	9/29/2024	2,450.00	0.00	0.00	0.00	2,450.00
PD - POLICE RECRUIT BACKGROUND INVESTIGATIONS	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
ANTHONY MARCUS PEREZ RODRIGUEZ	NA	0.00	0.00	2,450.00	0.00	0.00	0.00	2,450.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4200-2150	Professional services		2,450.00	100.00%						

Vendor: [CAE01 - CALIFORNIA ELECTRIC SUPP](#) Vendor Total: 1,050.17

7826-1148474	Invoice	9/16/2024	9/16/2024	9/16/2024	9/16/2024	38.79	0.00	0.00	0.00	38.79
WATER - BATTE 6VOLT 4.5AH	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WATER - BATTE 6VOLT 4.5AH	NA	0.00	0.00	38.79	0.00	0.00	0.00	38.79		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
010-4420-1550	Operating Supplies & Exp.		38.79	100.00%						

Vendor: [7826-1148488](#) Vendor Total: 1,011.38

7826-1148488	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	1,011.38	0.00	0.00	0.00	1,011.38
WATER - ACCT#:62-24930 - REMOTE KEYPAD	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WATER - REMOTE KEYPAD	NA	0.00	0.00	1,011.38	0.00	0.00	0.00	1,011.38		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
010-4420-1550	Operating Supplies & Exp.		1,011.38	100.00%						

Vendor: [CAL04 - CAL COAST MACHINERY, INC.](#) Vendor Total: 106.26

932611	Invoice	10/2/2024	10/2/2024	10/2/2024	10/2/2024	106.26	0.00	0.00	0.00	106.26
WWTP - GENERAL REPAIRS - PERFORM NEEDED SERVICE	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
TRACTOR MAINTENANCE	NA	0.00	0.00	106.26	0.00	0.00	0.00	106.26		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
012-4425-1400	Equipment Maintenance		106.26	100.00%						

Vendor: [CAL10 - CALIFORNIA BUILDING STAND](#) Vendor Total: 87.30

07012024	Invoice	7/1/2024	7/1/2024	7/1/2024	7/1/2024	87.30	0.00	0.00	0.00	87.30
FINANCE - CHECK REQUEST- REVOLVING FUND	Warr Bank Acct - Warrants Bank Account					No				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - CHECK REQUEST- REVOLVING FUND	NA	0.00	0.00	97.00	0.00	0.00	0.00	97.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-2042	SB 1473 Ca. Bdlg Stnds Comm		97.00	100.00%						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - CHECK REQUEST- REVOLVING FUND Distributions	NA		0.00	0.00	-9.70	0.00	0.00	0.00	-9.70	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-3620	Miscellaneous Income				-9.70	100.00%				

Vendor: [CAR09 - CARDMEMBER SERVICE](#)

Vendor Total: 541.65

0455	Invoice	9/24/2024	9/24/2024	9/24/2024	9/24/2024	199.00	0.00	0.00	0.00	199.00
HR - NEOGOV	Warr Bank Acct - Warrants Bank Account			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - NEOGOV Distributions	NA		0.00	0.00	199.00	0.00	0.00	0.00	199.00	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4105-1250	Advertising and Pubs				199.00	100.00%				

1675	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	16.08	0.00	0.00	0.00	16.08
P&R-MINERS -2 ROLLS OF PAINTERS TAPE	Warr Bank Acct - Warrants Bank Account			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
MOVIE NIGHT Distributions	NA		0.00	0.00	16.08	0.00	0.00	0.00	16.08	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				16.08	100.00%				

3174	Invoice	9/19/2024	9/19/2024	9/19/2024	9/19/2024	17.00	0.00	0.00	0.00	17.00
FINANCE - FINANCE DIRECTORS LUNCH	Warr Bank Acct - Warrants Bank Account			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
LA SIMPATIA Distributions	NA		0.00	0.00	17.00	0.00	0.00	0.00	17.00	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4120-1300	Business Expense/Training				17.00	100.00%				

5173	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	19.99	0.00	0.00	0.00	19.99
P&R-VUDU-INSIDE OUT 2-MOVIE NIGHT SEPTEMBER	Warr Bank Acct - Warrants Bank Account			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R-VUDU-INSIDE OUT 2-MOVIE NIGHT SEPTEMBER Distributions	NA		0.00	0.00	19.99	0.00	0.00	0.00	19.99	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				19.99	100.00%				

5296	Invoice	9/18/2024	9/18/2024	9/18/2024	9/18/2024	18.99	0.00	0.00	0.00	18.99
DREAMHOST	Warr Bank Acct - Warrants Bank Account			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
DREAMHOST Distributions	NA		0.00	0.00	18.99	0.00	0.00	0.00	18.99	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4140-1350	Memberships, Dues & Subs				18.99	100.00%				

5449	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	17.97	0.00	0.00	0.00	17.97
P&R-CVS PHARMACY -SNACKS FOR DUNES HIKE - OCT 12TH	Warr Bank Acct - Warrants Bank Account			No						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code					On Hold				
5792	Invoice	9/11/2024	9/11/2024	9/11/2024	9/11/2024	167.71	0.00	0.00	0.00	167.71
P&R-CVS PHARMACY -SNACKS FOR DUNES HIKE - OCT 12TH	NA					17.97	0.00	0.00	0.00	17.97
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				17.97	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
P&R- WAL MART - GLOW DANCE PARTY ...	NA	0.00	0.00	167.71	0.00	0.00	0.00	0.00	167.71	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				167.71	100.00%				
8104	Invoice	9/13/2024	9/13/2024	9/13/2024	9/13/2024	1.64	0.00	0.00	0.00	1.64
BACKBLAZE	NA					1.64	0.00	0.00	0.00	1.64
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4105-1550	Operating Supplies & Exp.				1.64	100.00%				
8270	Invoice	9/13/2024	9/13/2024	9/13/2024	9/13/2024	29.14	0.00	0.00	0.00	29.14
P&R-MINERS - GLOW PARTY 9/14	NA					29.14	0.00	0.00	0.00	29.14
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				29.14	100.00%				
9303	Invoice	9/14/2024	9/14/2024	9/14/2024	9/14/2024	54.13	0.00	0.00	0.00	54.13
P&R-VONS-GLOW DANCE PARTY	NA					54.13	0.00	0.00	0.00	54.13
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				54.13	100.00%				

Vendor: [CEI01 - CRISP ENTERPRISES, INC.](#)

Vendor Total: 212.58

321609	Invoice	9/26/2024	9/26/2024	9/26/2024	9/26/2024	118.10	0.00	0.00	0.00	118.10
ADM - COPIES OF ZONING MAP UPDATE	NA					118.10	0.00	0.00	0.00	118.10
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4405-2150	Professional Services				118.10	100.00%				
321618	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	94.48	0.00	0.00	0.00	94.48
ADM - 1 LARGE COPY OF ZONING MAP	NA					94.48	0.00	0.00	0.00	94.48

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code					On Hold				
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
ADM - 1 LARGE COPY OF ZONING MAP	NA	0.00	0.00	94.48	0.00	0.00	0.00	94.48		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4405-2150	Professional Services		94.48	100.00%						

Vendor: [CHA03 - CHARTER COMMUNICATIONS](#)

Vendor Total: 2,521.73

0042998092224	Invoice	9/22/2024	9/22/2024	9/22/2024	9/22/2024	291.41	0.00	0.00	0.00	291.41
FINANCE - ACCT#:8413120790042998		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - ACCT#:8413120790042998	NA	0.00	0.00	291.41	0.00	0.00	0.00	291.41		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
107-4018-1000	Utilities		291.41	100.00%						

119116501092124	Invoice	9/21/2024	9/21/2024	9/21/2024	9/21/2024	2,230.32	0.00	0.00	0.00	2,230.32
P&R-ACCT#:119116501		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-ACCT#:119116501	NA	0.00	0.00	2,230.32	0.00	0.00	0.00	2,230.32		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4145-1150	Communications		2,230.32	100.00%						

Vendor: [CIT08 - CITY OF GUADALUPE \(FINANC](#)

Vendor Total: 27,725.79

10212024	Invoice	10/21/2024	10/21/2024	10/21/2024	10/21/2024	27,725.79	0.00	0.00	0.00	27,725.79
FINANCE - UTILITY BILLS		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - UTILITY BILLS	NA	0.00	0.00	6,263.01	0.00	0.00	0.00	6,263.01		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
012-4425-1000	Utilities		6,263.01	100.00%						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - UTILITY BILLS	NA	0.00	0.00	213.90	0.00	0.00	0.00	213.90		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
071-4454-1000	Utilities		213.90	100.00%						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - UTILITY BILLS	NA	0.00	0.00	18,187.51	0.00	0.00	0.00	18,187.51		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4300-1000	Utilities		18,187.51	100.00%						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - UTILITY BILLS	NA	0.00	0.00	142.60	0.00	0.00	0.00	142.60		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
060-4490-1000	Utilities		142.60	100.00%						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - UTILITY BILLS	NA	0.00	0.00	749.60	0.00	0.00	0.00	749.60		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4145-1000	Utilities		749.60	100.00%						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code	On Hold								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - UTILITY BILLS Distributions	NA	0.00	0.00	93.26	0.00	0.00	0.00	93.26		
Account Number	Account Name	Project Account Key		Amount	Percent					
079-4542-1000	Utilities			93.26	100.00%					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - UTILITY BILLS Distributions	NA	0.00	0.00	582.38	0.00	0.00	0.00	582.38		
Account Number	Account Name	Project Account Key		Amount	Percent					
063-4472-1000	Utilities			582.38	100.00%					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - UTILITY BILLS Distributions	NA	0.00	0.00	1,493.53	0.00	0.00	0.00	1,493.53		
Account Number	Account Name	Project Account Key		Amount	Percent					
063-4472-1000	Utilities			1,493.53	100.00%					

Vendor: [CLA01 - CLARK PEST CONTROL OF STO](#) **Vendor Total:** 149.00

36075780	Invoice	9/11/2024	9/11/2024	9/11/2024	9/11/2024	149.00	0.00	0.00	0.00	149.00
FINANCE - PEST AWAY SERVICE - 4545 10TH ST						Warr Bank Acct - Warrants Bank Account		No		

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - PEST AWAY SERVICE - 4545 10TH ST Distributions	NA	0.00	0.00	149.00	0.00	0.00	0.00	149.00	
Account Number	Account Name	Project Account Key		Amount	Percent				
107-4018-2150	Profl Services			149.00	100.00%				

Vendor: [CLA02 - CLAY'S SEPTIC & JETTING,](#) **Vendor Total:** 5,867.16

81397	Invoice	10/1/2024	10/1/2024	10/1/2024	10/1/2024	3,986.32	0.00	0.00	0.00	3,986.32
WWTP - JETTING FOR CITY OF GUADALUPE						Warr Bank Acct - Warrants Bank Account		No		

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP - JETTING FOR CITY OF GUADALUPE Distributions	NA	0.00	0.00	3,986.32	0.00	0.00	0.00	3,986.32	
Account Number	Account Name	Project Account Key		Amount	Percent				
012-4425-2150	Professional Services			3,986.32	100.00%				

81399	Invoice	10/2/2024	10/2/2024	10/2/2024	10/2/2024	1,880.84	0.00	0.00	0.00	1,880.84
WWTP - JETTED 490' ON LA PURISIMA						Warr Bank Acct - Warrants Bank Account		No		

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP - JETTED 490' ON LA PURISIMA Distributions	NA	0.00	0.00	1,880.84	0.00	0.00	0.00	1,880.84	
Account Number	Account Name	Project Account Key		Amount	Percent				
012-4425-2150	Professional Services			1,880.84	100.00%				

Vendor: [CLI01 - CLIN.LAB-SAN BERNADINO IN](#) **Vendor Total:** 1,420.00

1008839	Invoice	10/9/2024	10/9/2024	10/9/2024	10/9/2024	1,420.00	0.00	0.00	0.00	1,420.00
WWTP - 8260 VOLALITE ORGANICS						Warr Bank Acct - Warrants Bank Account		No		

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code	On Hold								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WWTP - 8260 VOLALITE ORGANICS - LAB WORK Distributions	NA	0.00	0.00	1,420.00	0.00	0.00	0.00	1,420.00		
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-2150	Professional Services				1,420.00	100.00%				

Vendor: [CPP02 - COMMANDER PRINTED PRODUCT](#)

Vendor Total: 2,206.99

BR69003264A	Invoice	10/11/2024	10/11/2024	10/11/2024	10/11/2024	1,069.16	0.00	0.00	0.00	1,069.16
FINANCE - ENVELOPES #9 REGULAR	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - ENVELOPES #9 REGULAR	NA	0.00	0.00	534.58	0.00	0.00	0.00	534.58		
Account Number	Account Name	Project Account Key			Amount	Percent				
010-4420-2150	Professional Services				534.58	100.00%				

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - ENVELOPES #9 REGULAR	NA	0.00	0.00	534.58	0.00	0.00	0.00	534.58		
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-2150	Professional Services				534.58	100.00%				

BR69003267A	Invoice	10/11/2024	10/11/2024	10/11/2024	10/11/2024	1,137.83	0.00	0.00	0.00	1,137.83
FINANCE - ENVELOPES #10 WINDOW	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WATER	NA	0.00	0.00	568.92	0.00	0.00	0.00	568.92		
Account Number	Account Name	Project Account Key			Amount	Percent				
010-4420-2150	Professional Services				568.92	100.00%				

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WASTE WATER	NA	0.00	0.00	568.91	0.00	0.00	0.00	568.91		
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-2150	Professional Services				568.91	100.00%				

Vendor: [CUL01 - CULLIGAN/CENTRAL COAST WA](#)

Vendor Total: 174.36

114554	Invoice	8/31/2024	8/31/2024	8/31/2024	8/31/2024	38.35	0.00	0.00	0.00	38.35
FINANCE - ACCT#: 887737 - GALLO...	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - ACCT#: 8877375 GALLON DELIVERY	NA	0.00	0.00	38.35	0.00	0.00	0.00	38.35		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4120-2150	Professional services				38.35	100.00%				

115431	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	55.85	0.00	0.00	0.00	55.85
FINANCE -5 GALLON DELIVERY	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE -5 GALLON DELIVERY	NA	0.00	0.00	55.85	0.00	0.00	0.00	55.85		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4120-2150	Professional services				55.85	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
115436	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	6.26	0.00	0.00	0.00	6.26
FINANCE - 5 GALLON DELIVERY		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
FINANCE - 5 GALLON DELIVERY	NA	0.00	0.00	6.26	0.00	0.00	0.00	6.26

Account Number	Account Name	Project Account Key	Amount	Percent
107-4018-2150	Profl Services		6.26	100.00%

115438	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	38.90	0.00	0.00	0.00	38.90
ADM - 5 GALLON DELIVERY		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
ADM - 5 GALLON DELIVERY	NA	0.00	0.00	38.90	0.00	0.00	0.00	38.90

Account Number	Account Name	Project Account Key	Amount	Percent
001-4105-2150	Professional Services		38.90	100.00%

116052	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	35.00	0.00	0.00	0.00	35.00
FIRE - DI 9" STONGBASE TANK RENTAL		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
FIRE - DI 9" STONGBASE TANK RENTAL	NA	0.00	0.00	35.00	0.00	0.00	0.00	35.00

Account Number	Account Name	Project Account Key	Amount	Percent
001-4220-2150	Professional Services		35.00	100.00%

Vendor: [DEP02 - DEPARTMENT OF CONSERVATIO](#) Vendor Total: 254.27

10082024	Invoice	10/8/2024	10/8/2024	10/8/2024	10/8/2024	254.27	0.00	0.00	0.00	254.27
FINANCE - 7/1/23 TO 09/30/23 FEE REPORT		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
FINANCE - 7/1/23 TO 09/30/23 FEE REPORT	NA	0.00	0.00	254.27	0.00	0.00	0.00	254.27

Account Number	Account Name	Project Account Key	Amount	Percent
001-2053	S.M.I.P.		254.27	100.00%

Vendor: [DEP09 - DEPARTMENT OF JUSTICE](#) Vendor Total: 343.00

761237	Invoice	9/6/2024	9/6/2024	9/6/2024	9/6/2024	343.00	0.00	0.00	0.00	343.00
PD- FINGERPRINT APPS		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
PD- FINGERPRINT APPS	NA	0.00	0.00	343.00	0.00	0.00	0.00	343.00

Account Number	Account Name	Project Account Key	Amount	Percent
001-4200-2350	Services by other Agencies		343.00	100.00%

Vendor: [ERE01 - ER ELECTRIC & MECHANICAL](#) Vendor Total: 2,458.65

1541	Invoice	7/19/2024	7/19/2024	7/19/2024	7/19/2024	625.00	0.00	0.00	0.00	625.00
WWTP - AERZEN AIR BLOWER		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP - AERZEN AIR BLOWER	NA	0.00	0.00	625.00	0.00	0.00	0.00	625.00

Account Number	Account Name	Project Account Key	Amount	Percent
012-4425-2150	Professional Services		625.00	100.00%

Payable Register

Packet: APPKT00384 - 10.22.24 BIWEEELY RUN

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1588	Invoice	9/24/2024	9/24/2024	9/24/2024	9/24/2024	864.90	0.00	0.00	0.00	864.90
WWTP - PASADERA PLANT PIONEER MEG & ALL TEST		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP - PASADERA PLANT PIONEER MEG & ALL TEST	NA	0.00	0.00	864.90	0.00	0.00	0.00	864.90

Account Number	Account Name	Project Account Key	Amount	Percent
012-4425-2150	Professional Services		864.90	100.00%

1594	Invoice	10/4/2024	10/4/2024	10/4/2024	10/4/2024	968.75	0.00	0.00	0.00	968.75
WWTP - GULARTE - MYERS SUBMERSIBLE PUMP		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP - GULARTE - MYERS SUBMERSIBLE PUMP	NA	0.00	0.00	968.75	0.00	0.00	0.00	968.75

Account Number	Account Name	Project Account Key	Amount	Percent
012-4425-2150	Professional Services		968.75	100.00%

Vendor: [ERN01 - ERNEST PACKAGING SOLUTION](#)

Vendor Total: 1,068.72

91032353	Invoice	10/3/2024	10/3/2024	10/3/2024	10/3/2024	1,068.72	0.00	0.00	0.00	1,068.72
P&R-FRESH WAVE 3D URINAL SCREEN MANGO		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
P&R-FRESH WAVE 3D URINAL SCREEN MANGO	NA	0.00	0.00	534.36	0.00	0.00	0.00	534.36

Account Number	Account Name	Project Account Key	Amount	Percent
001-4145-1550	Operating Supplies & Exp.		534.36	100.00%

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
P&R-FRESH WAVE 3D URINAL SCREEN MANGO	NA	0.00	0.00	534.36	0.00	0.00	0.00	534.36

Account Number	Account Name	Project Account Key	Amount	Percent
001-4300-1550	Operating Supplies & Exp.		534.36	100.00%

Vendor: [FED01 - FEDERAL EXPRESS CORP.](#)

Vendor Total: 34.09

8-641-26852	Invoice	10/4/2024	10/4/2024	10/4/2024	10/4/2024	34.09	0.00	0.00	0.00	34.09
FIRE - ACCT#:1162-2661-8 GOUND SERVICE		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
FIRE - ACCT#:1162-2661-8 GOUND SERVICE	NA	0.00	0.00	34.09	0.00	0.00	0.00	34.09

Account Number	Account Name	Project Account Key	Amount	Percent
001-4220-1200	Office Supplies & Postage		34.09	100.00%

Vendor: [GLS01 - GROMATICI LAND SURVEYING INC](#)

Vendor Total: 44.83

10082024	Invoice	10/8/2024	10/8/2024	10/8/2024	10/8/2024	44.83	0.00	0.00	0.00	44.83
P&R-CHECK REQUEST-BUSINESS LICENSE OVERPAYMENT		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R-CHECK REQUEST-BUSINESS LICENSE OVERPAYMENT Distributions	NA		0.00	0.00	44.83	0.00	0.00	0.00	44.83	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-2259	Business License Ovrpmt				44.83	100.00%				

Vendor: [GUA02 - GUADALUPE HARDWARE COMPAN](#)

Vendor Total: 1,613.37

1167119	Invoice	9/20/2024	9/20/2024	9/20/2024	9/20/2024	50.55	0.00	0.00	0.00	50.55
PW - VP 50:1 FUEL 128OZ		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - VP 50:1 FUEL 128OZ Distributions	NA		0.00	0.00	50.55	0.00	0.00	0.00	50.55	
Account Number	Account Name		Project Account Key		Amount	Percent				
071-4454-1550	Operating Supplies & Exp.				50.55	100.00%				

1167157	Invoice	9/20/2024	9/20/2024	9/20/2024	9/20/2024	126.22	0.00	0.00	0.00	126.22
WATER - 1/2 X 5 BRASS NIPPLE		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WATER - 1/2 X 5 BRASS NIPPLE Distributions	NA		0.00	0.00	126.22	0.00	0.00	0.00	126.22	
Account Number	Account Name		Project Account Key		Amount	Percent				
010-4420-1550	Operating Supplies & Exp.				126.22	100.00%				

1167332	Invoice	9/23/2024	9/23/2024	9/23/2024	9/23/2024	401.20	0.00	0.00	0.00	401.20
PW - TRASH BADS DRWG 33G 48PK		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - TRASH BADS DRWG 33G 48PK Distributions	NA		0.00	0.00	401.20	0.00	0.00	0.00	401.20	
Account Number	Account Name		Project Account Key		Amount	Percent				
071-4454-1550	Operating Supplies & Exp.				401.20	100.00%				

1167393	Invoice	9/23/2024	9/23/2024	9/23/2024	9/23/2024	31.61	0.00	0.00	0.00	31.61
P&R- LIME-RUST REMOV28OZ CLR		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R- LIME-RUST REMOV28OZ CLR Distributions	NA		0.00	0.00	31.61	0.00	0.00	0.00	31.61	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				31.61	100.00%				

1167406	Invoice	9/23/2024	9/23/2024	9/23/2024	9/23/2024	25.38	0.00	0.00	0.00	25.38
PW- 4-1/2X1/4X7/8 T-27		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW- 4-1/2X1/4X7/8 T-27 Distributions	NA		0.00	0.00	25.38	0.00	0.00	0.00	25.38	
Account Number	Account Name		Project Account Key		Amount	Percent				
071-4454-1550	Operating Supplies & Exp.				25.38	100.00%				

1167409	Invoice	9/23/2024	9/23/2024	9/23/2024	9/23/2024	16.51	0.00	0.00	0.00	16.51
WWTP - JET CLEAN NOZZLE BRASS		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code					On Hold				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WWTP - JET CLEAN NOZZLE BRASS	NA	0.00	0.00	16.51	0.00	0.00	0.00	16.51		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
012-4425-1550	Operating Supplies & Exp.		16.51	100.00%						
1167506	Invoice	9/24/2024	9/24/2024	9/24/2024	9/24/2024	17.38	0.00	0.00	0.00	17.38
WWTP - LUBE LOCK EASE 3OZ	Warr Bank Acct - Warrants Bank Account	No								
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WWTP - LUBE LOCK EASE 3OZ	NA	0.00	0.00	17.38	0.00	0.00	0.00	17.38		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
012-4425-1550	Operating Supplies & Exp.		17.38	100.00%						
1167554	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	16.29	0.00	0.00	0.00	16.29
PW - SPANNERFLANGE NUT KIT	Warr Bank Acct - Warrants Bank Account	No								
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW - SPANNERFLANGE NUT KIT	NA	0.00	0.00	16.29	0.00	0.00	0.00	16.29		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
071-4454-1550	Operating Supplies & Exp.		16.29	100.00%						
1167587	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	99.32	0.00	0.00	0.00	99.32
P&R-#10 ALUM SCOOP SHOVEL	Warr Bank Acct - Warrants Bank Account	No								
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-#10 ALUM SCOOP SHOVEL	NA	0.00	0.00	99.32	0.00	0.00	0.00	99.32		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
063-4472-1550	Operating Supplies & Exp.		99.32	100.00%						
1167606	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	9.78	0.00	0.00	0.00	9.78
P&R-SLIDE BOLT LATCH BLACK	Warr Bank Acct - Warrants Bank Account	No								
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-SLIDE BOLT LATCH BLACK	NA	0.00	0.00	9.78	0.00	0.00	0.00	9.78		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4300-1550	Operating Supplies & Exp.		9.78	100.00%						
1167627	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	6.51	0.00	0.00	0.00	6.51
PW- CLOTH DUSTING YELLOW 2PK	Warr Bank Acct - Warrants Bank Account	No								
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW- CLOTH DUSTING YELLOW 2PK	NA	0.00	0.00	6.51	0.00	0.00	0.00	6.51		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
071-4454-1550	Operating Supplies & Exp.		6.51	100.00%						
1167695	Invoice	9/26/2024	9/26/2024	9/26/2024	9/26/2024	25.00	0.00	0.00	0.00	25.00
P&R-FOLDING EARMUFF BLACK	Warr Bank Acct - Warrants Bank Account	No								
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-FOLDING EARMUFF BLACK	NA	0.00	0.00	25.00	0.00	0.00	0.00	25.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
063-4472-1550	Operating Supplies & Exp.		25.00	100.00%						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1167779	Invoice	9/26/2024	9/26/2024	9/26/2024	9/26/2024	83.69	0.00	0.00	0.00	83.69
PW- SOLO PUMP SPRAYER 3 GALLON		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW- SOLO PUMP SPRAYER 3 GALLON	NA	0.00	0.00	83.69	0.00	0.00	0.00	83.69		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
071-4454-1550	Operating Supplies & Exp.		83.69	100.00%						
1167815	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	78.71	0.00	0.00	0.00	78.71
P&R-TINGELY BROWN PVC KNEE BOOT -9		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-TINGELY BROWN PVC KNEE BOOT -9	NA	0.00	0.00	39.35	0.00	0.00	0.00	39.35		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4300-1550	Operating Supplies & Exp.		39.35	100.00%						
1167828	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	39.13	0.00	0.00	0.00	39.13
P&R-JOURNEYMAN JACKET YELLOW - 3XL		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-JOURNEYMAN JACKET YELLOW ...	NA	0.00	0.00	39.13	0.00	0.00	0.00	39.13		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4145-1550	Operating Supplies & Exp.		39.13	100.00%						
1167845	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	2.16	0.00	0.00	0.00	2.16
P&R-GENERAL KEY		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-GENERAL KEY	NA	0.00	0.00	2.16	0.00	0.00	0.00	2.16		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4145-1550	Operating Supplies & Exp.		2.16	100.00%						
1167846	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	21.73	0.00	0.00	0.00	21.73
WATER - RUST REFORMER SPRAY 100Z		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WATER - RUST REFORMER SPRAY 100Z	NA	0.00	0.00	21.73	0.00	0.00	0.00	21.73		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
010-4420-1550	Operating Supplies & Exp.		21.73	100.00%						
1168030	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	63.01	0.00	0.00	0.00	63.01
PW - TRASH BAG CNCH33GL 20CT		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW - TRASH BAG CNCH33GL 20CT	NA	0.00	0.00	63.01	0.00	0.00	0.00	63.01		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
071-4454-1550	Operating Supplies & Exp.		63.01	100.00%						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1168045	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	20.19	0.00	0.00	0.00	20.19
P&R-ROLLER FRAME 9"5 WIRE		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R-ROLLER FRAME 9"5 WIRE	NA	0.00	0.00	20.19	0.00	0.00	0.00	20.19		
Distributions										
Account Number	Account Name	Project	Account Key	Amount	Percent					
001-4145-1550	Operating Supplies & Exp.			20.19	100.00%					
1168082	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	15.21	0.00	0.00	0.00	15.21
P&R- SUPER DOO-Z TRAY SET 3PC		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R- SUPER DOO-Z TRAY SET 3PC	NA	0.00	0.00	15.21	0.00	0.00	0.00	15.21		
Distributions										
Account Number	Account Name	Project	Account Key	Amount	Percent					
001-4300-1550	Operating Supplies & Exp.			15.21	100.00%					
1168290	Invoice	10/2/2024	10/2/2024	10/2/2024	10/2/2024	20.86	0.00	0.00	0.00	20.86
WATER- BALL VLV 600IPS FIP 1/2"		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WATER- BALL VLV 600IPS FIP 1/2"	NA	0.00	0.00	20.86	0.00	0.00	0.00	20.86		
Distributions										
Account Number	Account Name	Project	Account Key	Amount	Percent					
010-4420-1550	Operating Supplies & Exp.			20.86	100.00%					
1168353	Invoice	10/2/2024	10/2/2024	10/2/2024	10/2/2024	48.92	0.00	0.00	0.00	48.92
PW- TORX SKT SET 1/4 & 3/8" 12P		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW- TORX SKT SET 1/4 & 3/8" 12P	NA	0.00	0.00	48.92	0.00	0.00	0.00	48.92		
Distributions										
Account Number	Account Name	Project	Account Key	Amount	Percent					
071-4454-1550	Operating Supplies & Exp.			48.92	100.00%					
1168384	Invoice	10/2/2024	10/2/2024	10/2/2024	10/2/2024	62.48	0.00	0.00	0.00	62.48
WATER - SFTY GLS - YLW FOG ANTI SCRA		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WATER - SFTY GLS - YLW FOG ANTI SCRA	NA	0.00	0.00	62.48	0.00	0.00	0.00	62.48		
Distributions										
Account Number	Account Name	Project	Account Key	Amount	Percent					
010-4420-1550	Operating Supplies & Exp.			62.48	100.00%					
1168395	Invoice	10/3/2024	10/3/2024	10/3/2024	10/3/2024	6.50	0.00	0.00	0.00	6.50
PW- CM 2CYCLE OIL FS 2.6OZ		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW- CM 2CYCLE OIL FS 2.6OZ	NA	0.00	0.00	6.50	0.00	0.00	0.00	6.50		
Distributions										
Account Number	Account Name	Project	Account Key	Amount	Percent					
001-4300-1550	Operating Supplies & Exp.			6.50	100.00%					
1168451	Invoice	10/3/2024	10/3/2024	10/3/2024	10/3/2024	60.85	0.00	0.00	0.00	60.85
PW - WIRE BRUSH 7"L		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - WIRE BRUSH 7" L Distributions	NA		0.00	0.00	60.85	0.00	0.00	0.00	60.85	
Account Number	Account Name		Project Account Key		Amount	Percent				
071-4454-1550	Operating Supplies & Exp.				60.85	100.00%				

1168474	Invoice	10/3/2024	10/3/2024	10/3/2024	10/3/2024	264.18	0.00	0.00	0.00	264.18
P&R- FASTBACK MULTIFUNCTION FLIP KNIFE		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R- FASTBACK MULTIFUNCTION FLIP KNIFE Distributions	NA		0.00	0.00	88.06	0.00	0.00	0.00	88.06	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4145-1550	Operating Supplies & Exp.				88.06	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R- FASTBACK MULTIFUNCTION FLIP KNIFE Distributions	NA		0.00	0.00	88.06	0.00	0.00	0.00	88.06	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				88.06	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R- FASTBACK MULTIFUNCTION FLIP KNIFE Distributions	NA		0.00	0.00	88.06	0.00	0.00	0.00	88.06	
Account Number	Account Name		Project Account Key		Amount	Percent				
063-4472-1550	Operating Supplies & Exp.				88.06	100.00%				

Vendor: [HAG02 - HARRY E. HAGEN TREASURER-](#) Vendor Total: 92.50

2024-20245004030-1	Invoice	7/1/2024	7/1/2024	7/1/2024	7/1/2024	92.50	0.00	0.00	0.00	92.50
FINANCE - H - POSSESSORY INTEREST		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - H - POSSESSORY INTEREST Distributions	NA		0.00	0.00	92.50	0.00	0.00	0.00	92.50	
Account Number	Account Name		Project Account Key		Amount	Percent				
107-4018-2150	Profl Services				92.50	100.00%				

Vendor: [HEA03 - HEALTH EQUITY](#) Vendor Total: 110.00

INV6981450	Invoice	9/16/2024	9/16/2024	9/16/2024	9/16/2024	35.00	0.00	0.00	0.00	35.00
FINANCE - VISA CARD PAYMENTS - HCFSA 2024		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - VISA CARD PAYMENTS - HCFSA 2024 Distributions	NA		0.00	0.00	35.00	0.00	0.00	0.00	35.00	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4140-0400	Medical Insurance				35.00	100.00%				

INV7014894	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	75.00	0.00	0.00	0.00	75.00
FINANCE-ACCT#:3052457 - HC FSA ADMIN FEE-SEPT 2024		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code	On Hold								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - HC FSA ADMIN FEE - SEPT 2024	NA	0.00	0.00	75.00	0.00	0.00	0.00	75.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4140-0400	Medical Insurance		75.00	100.00%						

Vendor: [HEN01 - EAGLE ENERGY, INC](#)

Vendor Total: 2,786.65

211527	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	132.99	0.00	0.00	0.00	132.99
FIRE- ACCT#:1197 FUEL CHARGES	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FIRE- ACCT#:1197 FUEL CHARGES	NA	0.00	0.00	132.99	0.00	0.00	0.00	132.99		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4220-1560	Fuels and Lubricants		132.99	100.00%						

211529	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	263.53	0.00	0.00	0.00	263.53
WATER - ACCT#:1202 FUEL CHARGES	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WATER - ACCT#:1202 FUEL CHARGES	NA	0.00	0.00	263.53	0.00	0.00	0.00	263.53		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
010-4420-1560	Fuel & lubricants		263.53	100.00%						

211530	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	146.31	0.00	0.00	0.00	146.31
WWTP - ACCT#:1207 FUEL CHARGES	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WWTP - ACCT#:1207 FUEL CHARGES	NA	0.00	0.00	146.31	0.00	0.00	0.00	146.31		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
012-4425-1560	Fuel & lubricants		146.31	100.00%						

211531	Invoice	10/10/2024	10/10/2024	10/10/2024	10/10/2024	359.87	0.00	0.00	0.00	359.87
PW - ACCT#:1208 FUEL CHARGES	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW - ACCT#:1208 FUEL CHARGES	NA	0.00	0.00	359.87	0.00	0.00	0.00	359.87		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
071-4454-1560	Fuels & Lubricants		359.87	100.00%						

211538	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	445.39	0.00	0.00	0.00	445.39
P&R- ACCT#:1228 FUEL CHARGES	Warr Bank Acct - Warrants Bank Account				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R- ACCT#:1228 FUEL CHARGES	NA	0.00	0.00	445.39	0.00	0.00	0.00	445.39		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4145-1560	Fuel & lubricants		445.39	100.00%						

211547	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	1,438.56	0.00	0.00	0.00	1,438.56
PD - ACCT#:1280 FUEL CHARGES	Warr Bank Acct - Warrants Bank Account				No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code					On Hold				
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PD - ACCT#:1280 FUEL CHARGES Distributions	NA	0.00	0.00	1,438.56	0.00	0.00	0.00	1,438.56		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4200-1560	Fuel & lubricants				1,438.56	100.00%				

Vendor: [IC001 - ICONIX WATERWORKS \(US\) IN](#)

Vendor Total: 247.36

U2416040401	Invoice	9/20/2024	9/20/2024	9/20/2024	9/20/2024	127.73	0.00	0.00	0.00	127.73
WATER - 1/2"X4" 304 SS NIPPLE		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WATER - 1/2"X4" 304 SS NIPPLE Distributions	NA	0.00	0.00	127.73	0.00	0.00	0.00	127.73		
Account Number	Account Name	Project Account Key			Amount	Percent				
010-4420-1550	Operating Supplies & Exp.				127.73	100.00%				

U2416041380	Invoice	9/26/2024	9/26/2024	9/26/2024	9/26/2024	119.63	0.00	0.00	0.00	119.63
P&R- XL LIFT VIZ-PRO BOMBER JACKET		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R- XL LIFT VIZ-PRO BOMBER JACKET Distributions	NA	0.00	0.00	59.81	0.00	0.00	0.00	59.81		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				59.81	100.00%				

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R- XL LIFT VIZ-PRO BOMBER JACKET Distributions	NA	0.00	0.00	59.82	0.00	0.00	0.00	59.82		
Account Number	Account Name	Project Account Key			Amount	Percent				
063-4472-1550	Operating Supplies & Exp.				59.82	100.00%				

Vendor: [INT09 - INTERSTATE BATTERIES OF C](#)

Vendor Total: 404.04

10028565	Invoice	6/4/2024	6/4/2024	6/4/2024	6/4/2024	137.83	0.00	0.00	0.00	137.83
P&R- SRM-24		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R- SRM-24 Distributions	NA	0.00	0.00	137.83	0.00	0.00	0.00	137.83		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1400	Equipment Maintenance				137.83	100.00%				

10033625	Invoice	9/24/2024	9/24/2024	9/24/2024	9/24/2024	266.21	0.00	0.00	0.00	266.21
PD - MTX-65 ATCORE		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PD - MTX-65 ATCORE - CAR BATTERY Distributions	NA	0.00	0.00	266.21	0.00	0.00	0.00	266.21		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4200-1460	Vehicle Maintenance				266.21	100.00%				

Vendor: [ITB01 - INDUSTRIAL TRUCK BODIES](#)

Vendor Total: 7,727.73

24-17689	Invoice	10/4/2024	10/4/2024	10/4/2024	10/4/2024	7,727.73	0.00	0.00	0.00	7,727.73
PW - REPAIR LABOR - FORD F350/2016 LIC: 1503276		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - REPAIR LABOR - FORD F350/2016 LIC: 1503276	NA		0.00	0.00	7,727.73	0.00	0.00	0.00	7,727.73	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
071-4454-1460	Vehicle Maintenance				7,727.73	100.00%				

Vendor: [ITE01 - ITECH SOLUTIONS](#)

Vendor Total: 15,213.31

13965	Invoice	10/1/2024	10/1/2024	10/1/2024	10/1/2024	2,446.70	0.00	0.00	0.00	2,446.70
ADM - MICROSOFT LICENSES - OCT 2024		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - MICROSOFT LICENSES - OC...	NA		0.00	0.00	2,446.70	0.00	0.00	0.00	2,446.70	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4140-2151	Information Technology Svs				2,446.70	100.00%				

14064	Invoice	10/1/2024	10/1/2024	10/1/2024	10/1/2024	12,766.61	0.00	0.00	0.00	12,766.61
ADM - IT SERVICES - OCT 2024		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - IT SERVICES - OCT 2024	NA		0.00	0.00	12,766.61	0.00	0.00	0.00	12,766.61	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4140-2151	Information Technology Svs				12,766.61	100.00%				

Vendor: [J&E01 - J&E CLEANING](#)

Vendor Total: 5,310.00

47391	Invoice	8/31/2024	8/31/2024	8/31/2024	8/31/2024	2,250.00	0.00	0.00	0.00	2,250.00
ADM - CLEANING		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADMIN	NA		0.00	0.00	297.75	0.00	0.00	0.00	297.75	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4105-2150	Professional Services				297.75	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE	NA		0.00	0.00	284.05	0.00	0.00	0.00	284.05	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4120-2150	Professional services				284.05	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
RECREATION	NA		0.00	0.00	126.99	0.00	0.00	0.00	126.99	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4300-2150	Professional services				126.99	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
BUILDING	NA		0.00	0.00	1,046.63	0.00	0.00	0.00	1,046.63	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4145-2150	Professional Services				1,046.63	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
NON DEPARTMENT Distributions		NA	0.00	0.00	24.06	0.00	0.00	0.00	24.06	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4140-2150	Professional Services				24.06	100.00%				
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
BUILDING AND PLANNING Distributions		NA	0.00	0.00	220.56	0.00	0.00	0.00	220.56	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4405-2150	Professional Services				220.56	100.00%				
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
PUBLIC WORKS Distributions		NA	0.00	0.00	124.98	0.00	0.00	0.00	124.98	
Account Number	Account Name	Project Account Key			Amount	Percent				
010-4420-2150	Professional Services				124.98	100.00%				
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
PUBLIC WORKS Distributions		NA	0.00	0.00	124.98	0.00	0.00	0.00	124.98	
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-2150	Professional Services				124.98	100.00%				
47449	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	410.00	0.00	0.00	0.00	410.00
ADM-SENIOR CENTER CLEANING SERVICES- SEPT 2024		Warr Bank Acct - Warrants Bank Account			No					
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
CV2&3 Distributions		NA	0.00	0.00	410.00	0.00	0.00	0.00	410.00	
Account Number	Account Name	Project Account Key			Amount	Percent				
107-4018-2166	Activity				410.00	100.00%				
47469	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	2,250.00	0.00	0.00	0.00	2,250.00
ADM - CLEANING		Warr Bank Acct - Warrants Bank Account			No					
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - CLEANING Distributions		NA	0.00	0.00	297.75	0.00	0.00	0.00	297.75	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4105-2150	Professional Services				297.75	100.00%				
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE Distributions		NA	0.00	0.00	284.05	0.00	0.00	0.00	284.05	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4120-2150	Professional services				284.05	100.00%				
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
RECREATION DEPARTMENT Distributions		NA	0.00	0.00	126.99	0.00	0.00	0.00	126.99	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-2150	Professional services				126.99	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total																																																																																																																																																																																																																																																																																														
<table border="1"> <thead> <tr> <th>Payable Description</th> <th>Bank Code</th> <th colspan="4">On Hold</th> <th>Amount</th> <th>Tax</th> <th>Shipping</th> <th>Discount</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td colspan="11">Items</td> </tr> <tr> <td>Item Description</td> <td>Commodity</td> <td>Units</td> <td>Price</td> <td>Amount</td> <td>Tax</td> <td>Shipping</td> <td>Discount</td> <td>Total</td> <td colspan="2"></td> </tr> <tr> <td>BUILDING Distributions</td> <td>NA</td> <td>0.00</td> <td>0.00</td> <td>1,046.63</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>1,046.63</td> <td colspan="2"></td> </tr> <tr> <td>Account Number</td> <td>Account Name</td> <td colspan="3">Project Account Key</td> <td>Amount</td> <td>Percent</td> <td colspan="4"></td> </tr> <tr> <td>001-4145-2150</td> <td>Professional Services</td> <td colspan="3"></td> <td>1,046.63</td> <td>100.00%</td> <td colspan="4"></td> </tr> <tr> <td colspan="11">Items</td> </tr> <tr> <td>Item Description</td> <td>Commodity</td> <td>Units</td> <td>Price</td> <td>Amount</td> <td>Tax</td> <td>Shipping</td> <td>Discount</td> <td>Total</td> <td colspan="2"></td> </tr> <tr> <td>NON-DEPARTMENTAL Distributions</td> <td>NA</td> <td>0.00</td> <td>0.00</td> <td>24.06</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>24.06</td> <td colspan="2"></td> </tr> <tr> <td>Account Number</td> <td>Account Name</td> <td colspan="3">Project Account Key</td> <td>Amount</td> <td>Percent</td> <td colspan="4"></td> </tr> <tr> <td>001-4140-2150</td> <td>Professional Services</td> <td colspan="3"></td> <td>24.06</td> <td>100.00%</td> <td colspan="4"></td> </tr> <tr> <td colspan="11">Items</td> </tr> <tr> <td>Item Description</td> <td>Commodity</td> <td>Units</td> <td>Price</td> <td>Amount</td> <td>Tax</td> <td>Shipping</td> <td>Discount</td> <td>Total</td> <td colspan="2"></td> </tr> <tr> <td>BUILDING AND PLANNING Distributions</td> <td>NA</td> <td>0.00</td> <td>0.00</td> <td>220.56</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>220.56</td> <td colspan="2"></td> </tr> <tr> <td>Account Number</td> <td>Account Name</td> <td colspan="3">Project Account Key</td> <td>Amount</td> <td>Percent</td> <td colspan="4"></td> </tr> <tr> <td>001-4405-2150</td> <td>Professional Services</td> <td colspan="3"></td> <td>220.56</td> <td>100.00%</td> <td colspan="4"></td> </tr> <tr> <td colspan="11">Items</td> </tr> <tr> <td>Item Description</td> <td>Commodity</td> <td>Units</td> <td>Price</td> <td>Amount</td> <td>Tax</td> <td>Shipping</td> <td>Discount</td> <td>Total</td> <td colspan="2"></td> </tr> <tr> <td>PUBLIC WORKS Distributions</td> <td>NA</td> <td>0.00</td> <td>0.00</td> <td>124.98</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>124.98</td> <td colspan="2"></td> </tr> <tr> <td>Account Number</td> <td>Account Name</td> <td colspan="3">Project Account Key</td> <td>Amount</td> <td>Percent</td> <td colspan="4"></td> </tr> <tr> <td>010-4420-2150</td> <td>Professional Services</td> <td colspan="3"></td> <td>124.98</td> <td>100.00%</td> <td colspan="4"></td> </tr> <tr> <td colspan="11">Items</td> </tr> <tr> <td>Item Description</td> <td>Commodity</td> <td>Units</td> <td>Price</td> <td>Amount</td> <td>Tax</td> <td>Shipping</td> <td>Discount</td> <td>Total</td> <td colspan="2"></td> </tr> <tr> <td>PUBLIC WORKS Distributions</td> <td>NA</td> <td>0.00</td> <td>0.00</td> <td>124.98</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>124.98</td> <td colspan="2"></td> </tr> <tr> <td>Account Number</td> <td>Account Name</td> <td colspan="3">Project Account Key</td> <td>Amount</td> <td>Percent</td> <td colspan="4"></td> </tr> <tr> <td>012-4425-2150</td> <td>Professional Services</td> <td colspan="3"></td> <td>124.98</td> <td>100.00%</td> <td colspan="4"></td> </tr> </tbody> </table>											Payable Description	Bank Code	On Hold				Amount	Tax	Shipping	Discount	Total	Items											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			BUILDING Distributions	NA	0.00	0.00	1,046.63	0.00	0.00	0.00	1,046.63			Account Number	Account Name	Project Account Key			Amount	Percent					001-4145-2150	Professional Services				1,046.63	100.00%					Items											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			NON-DEPARTMENTAL Distributions	NA	0.00	0.00	24.06	0.00	0.00	0.00	24.06			Account Number	Account Name	Project Account Key			Amount	Percent					001-4140-2150	Professional Services				24.06	100.00%					Items											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			BUILDING AND PLANNING Distributions	NA	0.00	0.00	220.56	0.00	0.00	0.00	220.56			Account Number	Account Name	Project Account Key			Amount	Percent					001-4405-2150	Professional Services				220.56	100.00%					Items											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			PUBLIC WORKS Distributions	NA	0.00	0.00	124.98	0.00	0.00	0.00	124.98			Account Number	Account Name	Project Account Key			Amount	Percent					010-4420-2150	Professional Services				124.98	100.00%					Items											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			PUBLIC WORKS Distributions	NA	0.00	0.00	124.98	0.00	0.00	0.00	124.98			Account Number	Account Name	Project Account Key			Amount	Percent					012-4425-2150	Professional Services				124.98	100.00%				
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47471	Invoice	10/9/2024	10/9/2024	10/9/2024	10/9/2024	400.00	0.00	0.00	0.00	400.00																																																																																																																																																																																																																																																																																														
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001-4200-2150	Professional services				400.00	100.00%																																																																																																																																																																																																																																																																																																		

Vendor: [JAC02 - JACK'S ALL AMERICAN PLUM](#)

Vendor Total: 1,120.00

10543529	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	1,120.00	0.00	0.00	0.00	1,120.00
P&R- LABOR RATE CHARGED FO... Warr Bank Acct - Warrants Bank Account No										

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R- LABOR RATE CHARGED FOR TECHNICIAN Distributions	NA	0.00	0.00	1,120.00	0.00	0.00	0.00	1,120.00		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4145-2150	Professional Services				1,120.00	100.00%				

Vendor: [JAI01 - MIGUEL JAIMES](#)

Vendor Total: 2,603.02

10082024	Invoice	10/8/2024	10/8/2024	10/8/2024	10/8/2024	2,603.02	0.00	0.00	0.00	2,603.02
FINANCE - CHECK REQUEST - PAYMENT Warr Bank Acct - Warrants Bank Account No										
OCTOBER 2024										

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code					On Hold				
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - CHECK REQUEST - PAYMENT OCTOBER 2024 Distributions	NA	0.00	0.00	2,603.02	0.00	0.00	0.00	2,603.02		
Account Number	Account Name	Project Account Key	Amount	Percent						
001-4200-0450	Other Benefits		2,603.02	100.00%						

Vendor: [JAS01 - JAS PACIFIC, INC.](#) **Vendor Total:** 230.00

PC7219	Invoice	10/5/2024	10/5/2024	10/5/2024	10/5/2024	230.00	0.00	0.00	0.00	230.00
ADM - 330 LAS FLORES DRIVE		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
PLAN CHECK SERVICES - SEPT 2024 Distributions	NA	0.00	0.00	230.00	0.00	0.00	0.00	230.00	
Account Number	Account Name	Project Account Key	Amount	Percent					
001-4405-2150	Professional Services		230.00	100.00%					

Vendor: [JBM01 - JUAN BRIBIESCA ALCALA](#) **Vendor Total:** 70.00

33	Invoice	9/17/2024	9/17/2024	9/17/2024	9/17/2024	70.00	0.00	0.00	0.00	70.00
PD - CAR WASH AND DETAIL - CHEVY TAHOE, UNIT 22-01		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
PD - CAR WASH AND DETAIL - CHEVY TAHOE, UNIT 22-01 Distributions	NA	0.00	0.00	70.00	0.00	0.00	0.00	70.00	
Account Number	Account Name	Project Account Key	Amount	Percent					
001-4200-2150	Professional services		70.00	100.00%					

Vendor: [LOP02 - JUAN JOSE LOPEZ](#) **Vendor Total:** 500.00

10082024	Invoice	10/8/2024	10/8/2024	10/8/2024	10/8/2024	500.00	0.00	0.00	0.00	500.00
P&R- CHECK REQUEST		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R- REFUNDABLE CLEANING DEPOSIT - AUDITORIUM Distributions	NA	0.00	0.00	500.00	0.00	0.00	0.00	500.00	
Account Number	Account Name	Project Account Key	Amount	Percent					
001-2044	Auditorium/Park Deposits		500.00	100.00%					

Vendor: [MED01 - FRANK MEDINA](#) **Vendor Total:** 1,124.14

09172024	Invoice	9/17/2024	9/17/2024	9/17/2024	9/17/2024	1,124.14	0.00	0.00	0.00	1,124.14
FINANCE - CHECK REQUEST - MILEAGE & MEALS		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
POST SUPERVISORY COURSE 10/14- 10/25/24 Distributions	NA	0.00	0.00	1,124.14	0.00	0.00	0.00	1,124.14	
Account Number	Account Name	Project Account Key	Amount	Percent					
001-4200-1300	Business Expense/Training		1,124.14	100.00%					

Vendor: [NOLO1 - NO LIMIT TIRE INC.](#) **Vendor Total:** 479.10

49205	Invoice	9/19/2024	9/19/2024	9/19/2024	9/19/2024	479.10	0.00	0.00	0.00	479.10
PW - CAR TRAILER ALL TIRES		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code	On Hold								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW - CAR TRAILER ALL TIRES Distributions	NA	0.00	0.00	479.10	0.00	0.00	0.00	479.10		
Account Number	Account Name	Project Account Key			Amount	Percent				
071-4454-1460	Vehicle Maintenance				479.10	100.00%				

Vendor: [NVI01 - NVIRO](#) **Vendor Total:** 1,075.00

[4220](#) Invoice 9/13/2024 9/13/2024 9/13/2024 9/13/2024 1,075.00 0.00 0.00 0.00 1,075.00

WATER - ON SITE RECALIBRATE Warr Bank Acct - Warrants Bank Account No

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
STATE WATER FLOW METER INTERGRATION Distributions	NA	0.00	0.00	1,075.00	0.00	0.00	0.00	1,075.00		
Account Number	Account Name	Project Account Key			Amount	Percent				
010-4420-2150	Professional Services				1,075.00	100.00%				

Vendor: [PAC01 - PACIFIC GAS & ELECTRIC](#) **Vendor Total:** 15,786.58

[04066865389-09302024](#) Invoice 9/30/2024 9/30/2024 9/30/2024 9/30/2024 1,272.74 0.00 0.00 0.00 1,272.74

FINANCE - ACCT#:0406686538-9 Warr Bank Acct - Warrants Bank Account No

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - ACCT#:0406686538-9 Distributions	NA	0.00	0.00	1,272.74	0.00	0.00	0.00	1,272.74		
Account Number	Account Name	Project Account Key			Amount	Percent				
107-4018-1000	Utilities				1,272.74	100.00%				

[04739823930-09242024](#) Invoice 9/24/2024 9/24/2024 9/24/2024 9/24/2024 108.53 0.00 0.00 0.00 108.53

P&R - ACCT#:0473982393-0 Warr Bank Acct - Warrants Bank Account No

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P&R - ACCT#:0473982393-0 Distributions	NA	0.00	0.00	108.53	0.00	0.00	0.00	108.53		
Account Number	Account Name	Project Account Key			Amount	Percent				
063-4472-1000	Utilities				108.53	100.00%				

[34721461480-09262024](#) Invoice 9/26/2024 9/26/2024 9/26/2024 9/26/2024 1,393.82 0.00 0.00 0.00 1,393.82

PW - ACCT#:3472146148-0 Warr Bank Acct - Warrants Bank Account No

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW - ACCT#:3472146148-0 Distributions	NA	0.00	0.00	1,393.82	0.00	0.00	0.00	1,393.82		
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-1000	Utilities				1,393.82	100.00%				

[37314910755-09302024](#) Invoice 9/30/2024 9/30/2024 9/30/2024 9/30/2024 144.55 0.00 0.00 0.00 144.55

FINANCE - ACCT#:3731491075-5 Warr Bank Acct - Warrants Bank Account No

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FINANCE - ACCT#:3731491075-5 Distributions	NA	0.00	0.00	144.55	0.00	0.00	0.00	144.55		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4145-1000	Utilities				144.55	100.00%				

[38494108814-09242024](#) Invoice 9/24/2024 9/24/2024 9/24/2024 9/24/2024 7,719.37 0.00 0.00 0.00 7,719.37

PW - ACCT#:3849410881-4 Warr Bank Acct - Warrants Bank Account No

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code					On Hold				
54020320641-09252024	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	3,024.06	0.00	0.00	0.00	3,024.06
PW - 5402032064-1 Warr Bank Acct - Warrants Bank Account No										
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
PW - ACCT#:3849410881-4 Distributions	NA	0.00	0.00	7,719.37	0.00	0.00	0.00	0.00	7,719.37	
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-1000	Utilities				7,719.37	100.00%				
54020320641-09252024	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	3,024.06	0.00	0.00	0.00	3,024.06
PW - 5402032064-1 Warr Bank Acct - Warrants Bank Account No										
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
PW - 5402032064-1 Distributions	NA	0.00	0.00	3,024.06	0.00	0.00	0.00	0.00	3,024.06	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4145-1000	Utilities				3,024.06	100.00%				
57830364428-09202024	Invoice	9/20/2024	9/20/2024	9/20/2024	9/20/2024	2,117.43	0.00	0.00	0.00	2,117.43
PW - ACCT#:5783036442-8 Warr Bank Acct - Warrants Bank Account No										
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
PW - ACCT#:5783036442-8 Distributions	NA	0.00	0.00	241.69	0.00	0.00	0.00	0.00	241.69	
Account Number	Account Name	Project Account Key			Amount	Percent				
063-4472-1000	Utilities				241.69	100.00%				
57830364428-09202024	Invoice	9/20/2024	9/20/2024	9/20/2024	9/20/2024	1,875.74	0.00	0.00	0.00	1,875.74
PW - ACCT#:5783036442-8 Warr Bank Acct - Warrants Bank Account No										
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
PW - ACCT#:5783036442-8 Distributions	NA	0.00	0.00	1,875.74	0.00	0.00	0.00	0.00	1,875.74	
Account Number	Account Name	Project Account Key			Amount	Percent				
071-4454-1000	Utilities				1,875.74	100.00%				
91694450957-09252024	Invoice	9/25/2024	9/25/2024	9/25/2024	9/25/2024	6.08	0.00	0.00	0.00	6.08
PW - ACCT#:9169445095-7 Warr Bank Acct - Warrants Bank Account No										
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
PW - ACCT#:9169445095-7 Distributions	NA	0.00	0.00	6.08	0.00	0.00	0.00	0.00	6.08	
Account Number	Account Name	Project Account Key			Amount	Percent				
060-4490-1000	Utilities				6.08	100.00%				

Vendor: [PER02 - PERRY'S ELECTRIC MOTORS I](#) Vendor Total: 5,406.63

27803	Invoice	10/3/2024	10/3/2024	10/3/2024	10/3/2024	5,406.63	0.00	0.00	0.00	5,406.63
WWTP - 3HP 3450RPM 3PH MYERS PUMP Warr Bank Acct - Warrants Bank Account No										

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
WWTP - 3HP 3450RPM 3PH MYERS PUMP Distributions	NA	0.00	0.00	5,406.63	0.00	0.00	0.00	0.00	5,406.63	
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-2150	Professional Services				5,406.63	100.00%				

Vendor: [POL02 - POLYDYNE INC.](#) Vendor Total: 4,271.64

1816147	Invoice	3/11/2024	3/11/2024	3/11/2024	3/11/2024	4,271.64	0.00	0.00	0.00	4,271.64
WWTP - WE -1289 CLARIFLOC WE-1289 Warr Bank Acct - Warrants Bank Account No										

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP - WE -1289 CLARIFLOC WE-1289	NA		0.00	0.00	4,271.64	0.00	0.00	0.00	4,271.64	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
012-4425-1550	Operating Supplies & Exp.				4,271.64	100.00%				

Vendor: [QUA04 - QUADIENT LEASING USA, INC](#) Vendor Total: 1,833.52

Q1466352	Invoice	9/17/2024	9/17/2024	9/17/2024	9/17/2024	1,833.52	0.00	0.00	0.00	1,833.52
FINANCE - LEASE PAYMENT		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - LEASE PAYMENT	NA		0.00	0.00	916.76	0.00	0.00	0.00	916.76	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
010-4420-4150	Lease Purchase				916.76	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE - LEASE PAYMENT	NA		0.00	0.00	916.76	0.00	0.00	0.00	916.76	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
012-4425-4150	Lease Purchase				916.76	100.00%				

Vendor: [QUI06 - QUINN RENTAL SERVICE INC.](#) Vendor Total: 2,610.14

WON10022294	Invoice	4/25/2024	4/25/2024	4/25/2024	4/25/2024	2,610.14	0.00	0.00	0.00	2,610.14
WWTP - PARTS & LABOR - PERFORM PM 2 & 5		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
EMERGENCY GENERATORS	NA		0.00	0.00	2,610.14	0.00	0.00	0.00	2,610.14	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
012-4425-2150	Professional Services				2,610.14	100.00%				

Vendor: [SAT01 - SATCOM GLOBAL FZE](#) Vendor Total: 114.42

AS10240504	Invoice	10/1/2024	10/1/2024	10/1/2024	10/1/2024	114.42	0.00	0.00	0.00	114.42
ADM - IRIDUM SIM CARD (X2)		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - IRIDUM SIM CARD (X2)	NA		0.00	0.00	57.21	0.00	0.00	0.00	57.21	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4200-1150	Communications				57.21	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - IRIDUM SIM CARD (X2)	NA		0.00	0.00	57.21	0.00	0.00	0.00	57.21	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4220-1150	Communications				57.21	100.00%				

Vendor: [SMI01 - SMITH PIPE & SUPPLY](#) Vendor Total: 262.14

4151978	Invoice	6/11/2024	6/11/2024	6/11/2024	6/11/2024	262.14	0.00	0.00	0.00	262.14
P&R-ROUNDUP 6.8# QUIK PRO DRY		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R-ROUNDUP 6.8# QUIK PRO DRY Distributions		NA	0.00	0.00	262.14	0.00	0.00	0.00	262.14	
Account Number	Account Name	Project Account Key			Amount	Percent				
063-4472-1550	Operating Supplies & Exp.				262.14	100.00%				

Vendor: [SMO01 - SMOOTH INC.](#)

Vendor Total: 55,695.23

17-2381	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	4,795.36	0.00	0.00	0.00	4,795.36
ADM - TRANSIT MAINTENANCE - SEPT 2024		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
ADM - TRANSIT MAINTENANCE - SEPT 2024 Distributions	NA	0.00	0.00	4,795.36	0.00	0.00	0.00	4,795.36

Account Number	Account Name	Project Account Key	Amount	Percent
023-4461-1400	Equipment Maintenance		4,795.36	100.00%

17-2386	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	50,697.07	0.00	0.00	0.00	50,697.07
ADM - TRANSIT SERVICES - SEP 2024		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
TRANSIT SERVICES Distributions	NA	0.00	0.00	55,923.91	0.00	0.00	0.00	55,923.91

Account Number	Account Name	Project Account Key	Amount	Percent
023-4461-2354	Purchased Transportation		55,923.91	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
LESS FARES & PASSES Distributions	NA	0.00	0.00	-6,025.77	0.00	0.00	0.00	-6,025.77

Account Number	Account Name	Project Account Key	Amount	Percent
023-3511	Fare Revenues		-6,025.77	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
BUS SUBSTITUTION Distributions	NA	0.00	0.00	798.93	0.00	0.00	0.00	798.93

Account Number	Account Name	Project Account Key	Amount	Percent
023-4461-2200	Equipment Rental		798.93	100.00%

17-2388	Invoice	10/4/2024	10/4/2024	10/4/2024	10/4/2024	202.80	0.00	0.00	0.00	202.80
ADM - 2 VEHICLES TRANSPORATING SENIORS		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
TRANSIT SPECIAL SERVICES - 10/4/24 Distributions	NA	0.00	0.00	202.80	0.00	0.00	0.00	202.80

Account Number	Account Name	Project Account Key	Amount	Percent
023-4461-2354	Purchased Transportation		202.80	100.00%

Vendor: [SOU01 - SOUTHERN CALIFORNIA GAS](#)

Vendor Total: 225.82

09451463419-09262024	Invoice	9/26/2024	9/26/2024	9/26/2024	9/26/2024	39.40	0.00	0.00	0.00	39.40
P&R - ACCT#:094 514 6341 9		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
P&R - ACCT#:094 514 6341 9 Distributions	NA	0.00	0.00	39.40	0.00	0.00	0.00	39.40

Account Number	Account Name	Project Account Key	Amount	Percent
001-4145-1000	Utilities		39.40	100.00%

Payable Register

Packet: APPKT00384 - 10.22.24 BIWEEELY RUN

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
12998753870-09262024	Invoice	9/26/2024	9/26/2024	9/26/2024	9/26/2024	88.07	0.00	0.00	0.00	88.07
P&R - ACCT#:12998753870		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
P&R - ACCT#:12998753870	NA	0.00	0.00	88.07	0.00	0.00	0.00	88.07

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-4145-1000	Utilities		88.07	100.00%

13401500874-09242024	Invoice	9/24/2024	9/24/2024	9/24/2024	9/24/2024	98.35	0.00	0.00	0.00	98.35
FINANCE - 134 015 0087 4		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
FINANCE - 134 015 0087 4	NA	0.00	0.00	98.35	0.00	0.00	0.00	98.35

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
107-4018-1000	Utilities		98.35	100.00%

Vendor: [STC01 - SECURITAS TECHNOLOGY CORPORATION](#)

Vendor Total: 183.70

6004549994	Invoice	10/11/2024	10/11/2024	10/11/2024	10/11/2024	64.86	0.00	0.00	0.00	64.86
ADM - ALARM SYSTEM ADMIN OFFICE - OCT 2024		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
ADM - ALARM SYSTEM ADMIN OFFICE - OCT 2024	NA	0.00	0.00	64.86	0.00	0.00	0.00	64.86

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-4105-2150	Professional Services		64.86	100.00%

6004550477	Invoice	9/2/2024	9/2/2024	9/2/2024	9/2/2024	58.81	0.00	0.00	0.00	58.81
WWTP - CUST#:10654528 5125 W MAIN ST		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP - CUST#:10654528 5125 W MAIN ST	NA	0.00	0.00	58.81	0.00	0.00	0.00	58.81

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
012-4425-2150	Professional Services		58.81	100.00%

6004584466	Invoice	10/2/2024	10/2/2024	10/2/2024	10/2/2024	60.03	0.00	0.00	0.00	60.03
FINANCE - CUST#:30017291 - MAINTENANCE SERVICES		Warr Bank Acct - Warrants Bank Account			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
FINANCE - CUST#:30017291 - MAINTENANCE SERVICES	NA	0.00	0.00	60.03	0.00	0.00	0.00	60.03

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-4120-2150	Professional services		60.03	100.00%

Vendor: [TOW01 - TOWNSEND PUBLIC AFFAIRS I](#)

Vendor Total: 5,000.00

22377	Invoice	10/1/2024	10/1/2024	10/1/2024	10/1/2024	5,000.00	0.00	0.00	0.00	5,000.00
ADM - GRANT CONSULTING SERVICES - OCT 2024		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - GRANT CONSULTING SERVICES - OCT 2024	NA		0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4105-2150	Professional Services				5,000.00	100.00%				

Vendor: [TUR01 - TURNOUT MAINTENANCE COMPA](#)

Vendor Total: 45.00

28864	Invoice	9/20/2024	9/20/2024	9/20/2024	9/20/2024	45.00	0.00	0.00	0.00	45.00
FIRE- PANT MOISTURE LINER - SCHMITZ		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FIRE- PANT MOISTURE LINER - SCHMITZ	NA		0.00	0.00	45.00	0.00	0.00	0.00	45.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4220-1400	Equipment Maintenance				45.00	100.00%				

Vendor: [TYL01 - TYLER TECHNOLOGIES,INC.](#)

Vendor Total: 1,240.00

025-481264	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	1,240.00	0.00	0.00	0.00	1,240.00
FINANCE - INSITE TRANSACTION FEES - UTILITY BILLING		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FINANCE	NA		0.00	0.00	322.40	0.00	0.00	0.00	322.40	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4120-2150	Professional services				322.40	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WATER	NA		0.00	0.00	458.80	0.00	0.00	0.00	458.80	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
010-4420-2150	Professional Services				458.80	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WASTE WATER	NA		0.00	0.00	458.80	0.00	0.00	0.00	458.80	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
012-4425-2150	Professional Services				458.80	100.00%				

Vendor: [ULT01 - ULTREX](#)

Vendor Total: 835.21

4187409	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	835.21	0.00	0.00	0.00	835.21
ADM - COPIES		Warr Bank Acct - Warrants Bank Account			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
BUILDING	NA		0.00	0.00	56.98	0.00	0.00	0.00	56.98	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4405-1550	Operating Supplies & Exp.				56.98	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
BUILDING	NA		0.00	0.00	134.08	0.00	0.00	0.00	134.08	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4200-1550	Operating Supplies & Exp.				134.08	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code					On Hold				
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
BUILDING Distributions	NA		0.00	0.00	241.83	0.00	0.00	0.00	241.83	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4120-1550	Operating Supplies & Exp.				241.83	100.00%				
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
BUILDING Distributions	NA		0.00	0.00	75.37	0.00	0.00	0.00	75.37	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4220-1550	Operating Supplies & Exp.				75.37	100.00%				
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
BUILDING Distributions	NA		0.00	0.00	246.51	0.00	0.00	0.00	246.51	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4105-1550	Operating Supplies & Exp.				246.51	100.00%				
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
BUILDING Distributions	NA		0.00	0.00	80.44	0.00	0.00	0.00	80.44	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-1550	Operating Supplies & Exp.				80.44	100.00%				

Vendor: [USA01 - U.S.A. BLUEBOOK INC.](#)

Vendor Total: 321.68

INV00405994	Invoice	6/26/2024	6/26/2024	6/26/2024	6/26/2024	75.35	0.00	0.00	0.00	75.35
WWTP - BOTTLE WM SQUARE PP 4L 1/PK		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WWTP - BOTTLE WM SQUARE PP 4L 1/PK Distributions	NA	0.00	0.00	75.35	0.00	0.00	0.00	75.35		
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-1550	Operating Supplies & Exp.				75.35	100.00%				

INV00497674	Invoice	9/27/2024	9/27/2024	9/27/2024	9/27/2024	246.33	0.00	0.00	0.00	246.33
WWTP - REPLACEMENT CAP FOR LDO101XX		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WWTP - REPLACEMENT CAP FOR LDO101XX Distributions	NA	0.00	0.00	246.33	0.00	0.00	0.00	246.33		
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-1550	Operating Supplies & Exp.				246.33	100.00%				

Vendor: [V4E01 - V4EMS](#)

Vendor Total: 739.50

98706	Invoice	10/3/2024	10/3/2024	10/3/2024	10/3/2024	739.50	0.00	0.00	0.00	739.50
FIRE - MANIKIN TUNEUP SERVICE		Warr Bank Acct - Warrants Bank Account			No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
FIRE - MANIKIN TUNEUP SERVICE Distributions	NA	0.00	0.00	739.50	0.00	0.00	0.00	739.50		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4220-1400	Equipment Maintenance				739.50	100.00%				

Vendor: [VER05 - VERIZON WIRELESS](#)

Vendor Total: 708.59

9973408593	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	239.38	0.00	0.00	0.00	239.38
FIRE - ACCT#:942045079-00001 COMMUNICATIONS		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items		Bank Code		On Hold						
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FIRE - ACCT#:942045079-00001 COMMUNICATIONS Distributions	NA		0.00	0.00	239.38	0.00	0.00	0.00	239.38	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4220-1150	Communications				239.38	100.00%				
9974530554	Invoice	9/22/2024	9/22/2024	9/22/2024	9/22/2024	469.21	0.00	0.00	0.00	469.21
PD- ACCT#:742070155-00001		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PD-ACCT#:742070155-00001 -PD MOBILE & MDC SERVICES Distributions	NA		0.00	0.00	469.21	0.00	0.00	0.00	469.21	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4200-1150	Communications				469.21	100.00%				

Vendor: [VES01 - VESTIS GROUP, INC.](#)

Vendor Total: 494.94

5020649625	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	28.39	0.00	0.00	0.00	28.39
WWTP - ACCT#:170454000 UNIFORM SERVICE		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP - ACCT#:170454000 UNIFORM SERVICE Distributions	NA		0.00	0.00	28.39	0.00	0.00	0.00	28.39	
Account Number	Account Name	Project Account Key			Amount	Percent				
012-4425-2150	Professional Services				28.39	100.00%				
5020649643	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	50.13	0.00	0.00	0.00	50.13
WATER - ACCT#:170454000 UNIFORM SERVICE		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WATER - ACCT#:170454000 UNIFORM SERVICE Distributions	NA		0.00	0.00	50.13	0.00	0.00	0.00	50.13	
Account Number	Account Name	Project Account Key			Amount	Percent				
010-4420-2150	Professional Services				50.13	100.00%				
5020649668	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	92.03	0.00	0.00	0.00	92.03
P&R- ACCT#:170454000 UNIFORM SERVICE		Warr Bank Acct - Warrants Bank Account			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R- ACCT#:170454000 UNIFORM SERVICE Distributions	NA		0.00	0.00	5.94	0.00	0.00	0.00	5.94	
Account Number	Account Name	Project Account Key			Amount	Percent				
063-4472-2150	Professional services				5.94	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P&R- ACCT#:170454000 UNIFORM SERVICE Distributions	NA		0.00	0.00	86.09	0.00	0.00	0.00	86.09	
Account Number	Account Name	Project Account Key			Amount	Percent				
001-4300-2150	Professional services				86.09	100.00%				
5020649672	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	8.92	0.00	0.00	0.00	8.92
PW - ACCT#:170454000 UNIFORM SERVICE		Warr Bank Acct - Warrants Bank Account			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 UNIFORM SERVICE	NA		0.00	0.00	5.35	0.00	0.00	0.00	5.35	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
071-4454-0100	Salaries - Regular				5.35	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 UNIFORM SERVICE	NA		0.00	0.00	0.89	0.00	0.00	0.00	0.89	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
010-4420-0100	Salaries - Regular				0.89	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 UNIFORM SERVICE	NA		0.00	0.00	0.89	0.00	0.00	0.00	0.89	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
012-4425-0100	Salaries - Regular				0.89	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 UNIFORM SERVICE	NA		0.00	0.00	0.89	0.00	0.00	0.00	0.89	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
023-4461-0100	Salaries - Regular				0.89	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 UNIFORM SERVICE	NA		0.00	0.00	0.45	0.00	0.00	0.00	0.45	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
060-4490-0100	Salaries - Regular				0.45	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 UNIFORM SERVICE	NA		0.00	0.00	0.45	0.00	0.00	0.00	0.45	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
063-4472-0100	Salaries - Regular				0.45	100.00%				
5020649676	Invoice	9/30/2024	9/30/2024	9/30/2024	9/30/2024	136.00	0.00	0.00	0.00	136.00
PD - MAT NYLON/RUBBER	Warr Bank Acct - Warrants Bank Account				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PD - MAT NYLON/RUBBER	NA		0.00	0.00	136.00	0.00	0.00	0.00	136.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4200-2150	Professional services				136.00	100.00%				
5020654682	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	28.39	0.00	0.00	0.00	28.39
WWTP - ACCT#:170454000 UNIFORM SERVICE	Warr Bank Acct - Warrants Bank Account				No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
5020654683	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	28.39	0.00	0.00	0.00	28.39
WWTW - ACCT#:170454000 UNIFORM SERVICE										
Distributions										
012-4425-2150	Professional Services					28.39	100.00%			
5020654683	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	50.13	0.00	0.00	0.00	50.13
WATER - ACCT#:170454000 - UNIFORM ALLOWANCE										
Distributions										
010-4420-2150	Professional Services					50.13	100.00%			
5020654685	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	92.03	0.00	0.00	0.00	92.03
P&R - ACCT#:170454000 UNIFORM SERVICE										
Distributions										
063-4472-2150	Professional services					5.94	100.00%			
5020654686	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	86.09	0.00	0.00	0.00	86.09
P&R - ACCT#:170454000 UNIFORM SERVICE										
Distributions										
001-4300-2150	Professional services					86.09	100.00%			
5020654686	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	8.92	0.00	0.00	0.00	8.92
PW - ACCT#:170454000 - STREETS- UNIFORM SERVICE										
Distributions										
071-4454-0100	Salaries - Regular					5.35	100.00%			
5020654686	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	0.89	0.00	0.00	0.00	0.89
PW - ACCT#:170454000 - STREETS- UNIFORM SERVICE										
Distributions										
010-4420-0100	Salaries - Regular					0.89	100.00%			
5020654686	Invoice	10/7/2024	10/7/2024	10/7/2024	10/7/2024	0.89	0.00	0.00	0.00	0.89
PW - ACCT#:170454000 - STREETS- UNIFORM SERVICE										
Distributions										
012-4425-0100	Salaries - Regular					0.89	100.00%			

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 - STREETS-UNIFORM SERVICE Distributions	NA		0.00	0.00	0.89	0.00	0.00	0.00	0.89	
Account Number	Account Name		Project Account Key		Amount	Percent				
023-4461-0100	Salaries - Regular				0.89	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 - STREETS-UNIFORM SERVICE Distributions	NA		0.00	0.00	0.45	0.00	0.00	0.00	0.45	
Account Number	Account Name		Project Account Key		Amount	Percent				
060-4490-0100	Salaries - Regular				0.45	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW - ACCT#:170454000 - STREETS-UNIFORM SERVICE Distributions	NA		0.00	0.00	0.45	0.00	0.00	0.00	0.45	
Account Number	Account Name		Project Account Key		Amount	Percent				
063-4472-0100	Salaries - Regular				0.45	100.00%				

Vendor: WUL01 - WULFF, HANSEN & CO.										Vendor Total:	2,500.00
10022024	Invoice	10/2/2024	10/2/2024	10/2/2024	10/2/2024	2,500.00	0.00	0.00	0.00	2,500.00	
ADM - GENERAL OBLIGATION BOND LEGAL		Warr Bank Acct - Warrants Bank Account			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ADM - GENERAL OBLIGATION BOND LEGAL Distributions	NA		0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	
Account Number	Account Name		Project Account Key		Amount	Percent				
001-4105-1600	Elections				2,500.00	100.00%				

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Credit Memo	2	-190.92	0.00	0.00	0.00	-190.92	0.00	-190.92
Invoice	161	196,199.43	0.00	0.00	0.00	196,199.43	0.00	196,199.43
Grand Total:		196,008.51	0.00	0.00	0.00	196,008.51	0.00	196,008.51

Account Summary

Account	Name	Amount
001-2042	SB 1473 Ca. Bdlg Stnds Comm	97.00
001-2044	Auditorium/Park Deposits	500.00
001-2053	S.M.I.P.	254.27
001-2259	Business License Ovrpmt	44.83
001-3620	Miscellaneous Income	-9.70
001-4105-1200	Office Supplies & Postage	28.76
001-4105-1250	Advertising and Pubs	199.00
001-4105-1550	Operating Supplies & Exp.	248.15
001-4105-1600	Elections	2,500.00
001-4105-2150	Professional Services	5,699.26
001-4120-1200	Office Supplies & Postage	169.32
001-4120-1300	Business Expense/Training	17.00
001-4120-1550	Operating Supplies & Exp.	241.83
001-4120-2150	Professional services	1,044.73
001-4140-0400	Medical Insurance	110.00
001-4140-1350	Memberships, Dues & Subs	18.99
001-4140-2150	Professional Services	48.12
001-4140-2151	Information Technology Svcs	15,627.65
001-4145-1000	Utilities	4,045.68
001-4145-1150	Communications	2,230.32
001-4145-1550	Operating Supplies & Exp.	683.90
001-4145-1560	Fuel & lubricants	445.39
001-4145-2150	Professional Services	3,213.26
001-4200-0450	Other Benefits	2,603.02
001-4200-1150	Communications	526.42
001-4200-1200	Office Supplies & Postage	205.49
001-4200-1300	Business Expense/Training	1,124.14
001-4200-1460	Vehicle Maintenance	266.21
001-4200-1550	Operating Supplies & Exp.	226.13
001-4200-1560	Fuel & lubricants	1,438.56
001-4200-2150	Professional services	3,056.00
001-4200-2350	Services by other Agencies	343.00
001-4220-1150	Communications	296.59
001-4220-1200	Office Supplies & Postage	206.39
001-4220-1400	Equipment Maintenance	784.50
001-4220-1550	Operating Supplies & Exp.	718.98
001-4220-1560	Fuels and Lubricants	132.99
001-4220-2150	Professional Services	35.00
001-4300-1000	Utilities	18,187.51
001-4300-1400	Equipment Maintenance	137.83
001-4300-1550	Operating Supplies & Exp.	2,835.81
001-4300-2150	Professional services	426.16
001-4405-1550	Operating Supplies & Exp.	56.98
001-4405-2150	Professional Services	883.70
Total:		71,949.17

Account	Name	Amount
010-4420-0100	Salaries - Regular	1.78
010-4420-1200	Office Supplies & Postage	48.90
010-4420-1535	Meters	582.59
010-4420-1550	Operating Supplies & Exp.	1,440.75
010-4420-1560	Fuel & lubricants	263.53
010-4420-2150	Professional Services	2,987.52
010-4420-4150	Lease Purchase	916.76
Total:		6,241.83

Account Summary

Account	Name	Amount
012-4425-0100	Salaries - Regular	1.78
012-4425-1000	Utilities	15,376.20
012-4425-1200	Office Supplies & Postage	48.90
012-4425-1400	Equipment Maintenance	106.26
012-4425-1550	Operating Supplies & Exp.	4,436.29
012-4425-1560	Fuel & Lubricants	146.31
012-4425-2150	Professional Services	21,849.11
012-4425-4150	Lease Purchase	916.76
Total:		42,881.61

Account	Name	Amount
023-3511	Fare Revenues	-6,025.77
023-4461-0100	Salaries - Regular	1.78
023-4461-1400	Equipment Maintenance	4,795.36
023-4461-2200	Equipment Rental	798.93
023-4461-2354	Purchased Transportation	56,126.71
Total:		55,697.01

Account	Name	Amount
060-4490-0100	Salaries - Regular	0.90
060-4490-1000	Utilities	148.68
Total:		149.58

Account	Name	Amount
063-4472-0100	Salaries - Regular	0.90
063-4472-1000	Utilities	2,426.13
063-4472-1550	Operating Supplies & Exp.	573.70
063-4472-2150	Professional services	11.88
Total:		3,012.61

Account	Name	Amount
071-4454-0100	Salaries - Regular	10.70
071-4454-1000	Utilities	2,089.64
071-4454-1460	Vehicle Maintenance	8,206.83
071-4454-1550	Operating Supplies & Exp.	1,143.14
071-4454-1560	Fuels & Lubricants	359.87
Total:		11,810.18

Account	Name	Amount
079-4542-1000	Utilities	93.26
079-4542-2164	General Admin	853.00
079-4542-2166	Activity	1,000.00
Total:		1,946.26

Account	Name	Amount
107-4018-1000	Utilities	1,662.50
107-4018-2150	Profl Services	247.76
107-4018-2166	Activity	410.00
Total:		2,320.26



Bank: Warr Bank Acct - Warrants Bank Account

Vendor Number AGD01	Vendor Name ANDREW GOODWIN DESIGNS			Total Vendor Amount 1,000.00
Payment Type Check	Payment Number	Payment Date	Payment Amount	
		10/16/2024	1,000.00	
Payable Number 378-22	Description ADM - ROYAL THEATER PROJECT	Payable Date 10/11/2024	Due Date 10/11/2024	Discount Amount 0.00
				Payable Amount 1,000.00

Vendor Number AIRO2	Vendor Name AIRGAS USA LLC			Total Vendor Amount 505.58
Payment Type Check	Payment Number	Payment Date	Payment Amount	
		10/16/2024	505.58	
Payable Number 9153732297	Description FIRE - OXYGEN USP DA MED CGA 870	Payable Date 10/13/2024	Due Date 10/13/2024	Discount Amount 0.00
				Payable Amount 505.58

Vendor Number AMA02	Vendor Name AMAZON BUSINESS			Total Vendor Amount 2,295.89
Payment Type Check	Payment Number	Payment Date	Payment Amount	
		10/16/2024	2,295.89	
Payable Number	Description	Payable Date	Due Date	Discount Amount
11GR-YVQ9-6CYM	P&R - ACCT#:11GR-YVQ9-6CYM	10/05/2024	10/05/2024	0.00
1737-YYQ9-9K6V	FINANCE - ACCT#:A19RD4DAF93AUQ	09/10/2024	09/10/2024	0.00
17KK-3CGH-K93J	P&R-ACCT#:A19RD4DAF93AUQ - SOLAR STREET LIGHTS	09/28/2024	09/28/2024	0.00
1DJY-R7XC-J9PK	PD - ACCT#:A19RD4DAF93AUQ - BOOKS - ART OF WAR (2	10/07/2024	10/07/2024	0.00
1FTY-D33R-JN4X	FINANCE - ACCT#:A19RD4DAF93AUQ	10/11/2024	10/11/2024	0.00
1HPD-1JPW-3LVW	ADM - ACCT#:A19RD4DAF93AUQ - FILING FOLDERS -ADM	10/10/2024	10/10/2024	0.00
1J17-LCPT-N6KG	FINANCE - ACCT#:A19RD4DAF93AUQ	10/03/2024	10/03/2024	0.00
1K31-WTF6-1XXC	WWTP - CJ SAFETY 36" ORANGE TRAFFIC SAFETY CONES	09/14/2024	09/14/2024	0.00
1KMR-61XY-C33V	PD - ACCT#:A19RD4DAF93AUQ - PAPER SHREDDER 5.5 G.	09/24/2024	09/24/2024	0.00
1KMR-61XY-FY6M	FINANCE - ACCT#:A19RD4DAF93AUQ -PINK COLORED PA	09/25/2024	09/25/2024	0.00
1LM4-L3PY-1399	WWTP - ACCT#:A19RD4DAF93AUQ	09/25/2024	09/25/2024	0.00
1M73-KLT1-JLQX	FIRE - ACCT#:A19RD4DAF93AUQ - GLADE,WET MOP	09/22/2024	09/22/2024	0.00
1MWV-MTCY-HD19	P&R - GARLAND, TABLECLOTH, PARTY DECOR	10/11/2024	10/11/2024	0.00
1PPC-HVWH-16HW	PD - 500 PCS COLORED PAPER CLIPS, FILE JACKETS	09/24/2024	09/24/2024	0.00
1TPP-V7D3-M7JG	ADM - ACCT#:A19RD4DAF93AUQ	10/07/2024	10/07/2024	0.00
1WDR-JDK4-CGHR	FIRE - ACCT#:A19RD4DAF93AUQ	10/02/2024	10/02/2024	0.00
1XCY-LMK4-PJ7N	FINANCE - ACCT#:A19RD4DAF93AUQ -BATHROOM TRASI	09/15/2024	09/15/2024	0.00
1YF1-9JH9-LQNF	P&R-ACCT#: A19RD4DAF93AUQ -PICKLE BALL MARKING I	10/09/2024	10/09/2024	0.00
1YRH-HPXK-YYPX	P&R- ACCT#:A19RD4DAF93AUQ - PICKLEBALL NET,BALLS	10/08/2024	10/08/2024	0.00

Vendor Number AQU01	Vendor Name AQUA-METRIC SALES COMPANY			Total Vendor Amount 582.59
Payment Type Check	Payment Number	Payment Date	Payment Amount	
		10/16/2024	582.59	
Payable Number INV0104264	Description WATER - TR/PL HOUSING ASSEMBLY	Payable Date 10/07/2024	Due Date 10/07/2024	Discount Amount 0.00
				Payable Amount 582.59

Vendor Number ARCO1	Vendor Name ARCLIGHT MEDIA			Total Vendor Amount 414.34
Payment Type Check	Payment Number	Payment Date	Payment Amount	
		10/16/2024	414.34	
Payable Number	Description	Payable Date	Due Date	Discount Amount
11913	ADM - WEBSITE MAINTENANCE SERVICES - SEPT 2024	10/01/2024	10/01/2024	0.00
11947	ADM- WEBSITE SERVICESW "EDITS" SEPT 2024	10/01/2024	10/01/2024	0.00
				Payable Amount 244.34

Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
AWP01	AWP SAFETY					386.74
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024	386.74	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
03024547	PW - PEX ADHESIVE 795A 10 OZ TUBE	10/03/2024	10/03/2024	0.00	386.74	
BEC01	BOCARSLY EMDEN COWAN ESMail & ARNDT LLP					853.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024	853.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
48259	ADM - ROYAL THEATER PROJECT	07/31/2024	07/31/2024	0.00	853.00	
BIO01	BIOALCHEMY INC.					2,158.69
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024	2,158.69	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1577	WWTP - BIOAUGMENTATION	10/01/2024	10/01/2024	0.00	2,158.69	
BOU01	BOUND TREE MEDICAL LLC					114.17
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024	114.17	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
85514688	FIRE - MEGAMOVER TRANSPORT UNIT	10/07/2024	10/07/2024	0.00	114.17	
BVI01	BELLA VISTA INVESTIGATIVE SERVICES					2,450.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024	2,450.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
GUAD-2024-0002	PD - POLICE RECRUIT BACKGROUND INVESTIGATIONS	09/29/2024	09/29/2024	0.00	2,450.00	
CAEQ1	CALIFORNIA ELECTRIC SUPP					1,050.17
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024	1,050.17	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
7826-1148474	WATER - BATTE 6VOLT 4.5AH	09/16/2024	09/16/2024	0.00	38.79	
7826-1148488	WATER - ACCT#:62-24930 - REMOTE KEYPAD	09/25/2024	09/25/2024	0.00	1,011.38	
CAL04	CAL COAST MACHINERY, INC.					106.26
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024	106.26	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
932611	WWTP - GENERAL REPAIRS - PERFORM NEEDED SERVICE	10/02/2024	10/02/2024	0.00	106.26	
CAL10	CALIFORNIA BUILDING STAND					87.30
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024	87.30	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
07012024	FINANCE - CHECK REQUEST- REVOLVING FUND	07/01/2024	07/01/2024	0.00	87.30	

Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
CAR09	CARDMEMBER SERVICE					541.65
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024		541.65
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0455	HR - NEOGOV	09/24/2024	09/24/2024	0.00	199.00	
1675	P&R-MINERS -2 ROLLS OF PAINTERS TAPE	09/27/2024	09/27/2024	0.00	16.08	
3174	FINANCE - FINANCE DIRECTORS LUNCH	09/19/2024	09/19/2024	0.00	17.00	
5173	P&R-VUDU-INSIDE OUT 2-MOVIE NIGHT SEPTEMBER	09/27/2024	09/27/2024	0.00	19.99	
5296	DREAMHOST	09/18/2024	09/18/2024	0.00	18.99	
5449	P&R-CVS PHARMACY -SNACKS FOR DUNES HIKE - OCT 12	09/30/2024	09/30/2024	0.00	17.97	
5792	P&R- WAL MART - GLOW DANCE PARTY - 9/14	09/11/2024	09/11/2024	0.00	167.71	
8104	BACKBLAZE	09/13/2024	09/13/2024	0.00	1.64	
8270	P&R-MINERS - GLOW PARTY 9/14	09/13/2024	09/13/2024	0.00	29.14	
9303	P&R-VONS-GLOW DANCE PARTY	09/14/2024	09/14/2024	0.00	54.13	

Vendor Number	Vendor Name					Total Vendor Amount
CEI01	CRISP ENTERPRISES, INC.					212.58
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024		212.58
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
321609	ADM - COPIES OF ZONING MAP UPDATE	09/26/2024	09/26/2024	0.00	118.10	
321618	ADM - 1 LARGE COPY OF ZONING MAP	09/27/2024	09/27/2024	0.00	94.48	

Vendor Number	Vendor Name					Total Vendor Amount
CIT08	CITY OF GUADALUPE (FINANC					27,725.79
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024		27,725.79
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
10212024	FINANCE - UTILITY BILLS	10/21/2024	10/21/2024	0.00	27,725.79	

Vendor Number	Vendor Name					Total Vendor Amount
CLA01	CLARK PEST CONTROL OF STO					149.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024		149.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
36075780	FINANCE - PEST AWAY SERVICE - 4545 10TH ST	09/11/2024	09/11/2024	0.00	149.00	

Vendor Number	Vendor Name					Total Vendor Amount
CLA02	CLAY'S SEPTIC & JETTING,					5,867.16
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024		5,867.16
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
81397	WWTP - JETTING FOR CITY OF GUADALUPE	10/01/2024	10/01/2024	0.00	3,986.32	
81399	WWTP - JETTED 490' ON LA PURISIMA	10/02/2024	10/02/2024	0.00	1,880.84	

Vendor Number	Vendor Name					Total Vendor Amount
CLI01	CLIN.LAB-SAN BERNADINO IN					1,420.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024		1,420.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1008839	WWTP - 8260 VOLALITE ORGANICS	10/09/2024	10/09/2024	0.00	1,420.00	

Vendor Number	Vendor Name					Total Vendor Amount
CPP02	COMMANDER PRINTED PRODUCT					2,206.99
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				10/16/2024		2,206.99
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
BR69003264A	FINANCE - ENVELOPES #9 REGULAR	10/11/2024	10/11/2024	0.00	1,069.16	
BR69003267A	FINANCE - ENVELOPES #10 WINDOW	10/11/2024	10/11/2024	0.00	1,137.83	

Payment Register

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Vendor Number <u>CUL01</u>	Vendor Name CULLIGAN/CENTRAL COAST WA					Total Vendor Amount 174.36
Payment Type Check	Payment Number	Payment Date 10/16/2024			Payment Amount 174.36	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>114554</u>	FINANCE - ACCT#: 887737 - GALLON DELIVERY	08/31/2024	08/31/2024	0.00	38.35	
<u>115431</u>	FINANCE -5 GALLON DELIVERY	09/30/2024	09/30/2024	0.00	55.85	
<u>115436</u>	FINANCE - 5 GALLON DELIVERY	09/30/2024	09/30/2024	0.00	6.26	
<u>115438</u>	ADM - 5 GALLON DELIVERY	09/30/2024	09/30/2024	0.00	38.90	
<u>116052</u>	FIRE - DI 9" STONGBASE TANK RENTAL	09/30/2024	09/30/2024	0.00	35.00	

Vendor Number <u>DEP02</u>	Vendor Name DEPARTMENT OF CONSERVATIO					Total Vendor Amount 254.27
Payment Type Check	Payment Number	Payment Date 10/16/2024			Payment Amount 254.27	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>10082024</u>	FINANCE - 7/1/23 TO 09/30/23 FEE REPORT	10/08/2024	10/08/2024	0.00	254.27	

Vendor Number <u>DEP09</u>	Vendor Name DEPARTMENT OF JUSTICE					Total Vendor Amount 343.00
Payment Type Check	Payment Number	Payment Date 10/16/2024			Payment Amount 343.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>761237</u>	PD- FINGERPRINT APPS	09/06/2024	09/06/2024	0.00	343.00	

Vendor Number <u>EREO1</u>	Vendor Name ER ELECTRIC & MECHANICAL					Total Vendor Amount 2,458.65
Payment Type Check	Payment Number	Payment Date 10/16/2024			Payment Amount 2,458.65	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>1541</u>	WWTP - AERZEN AIR BLOWER	07/19/2024	07/19/2024	0.00	625.00	
<u>1588</u>	WWTP - PASADERA PLANT PIONEER MEG & ALL TEST	09/24/2024	09/24/2024	0.00	864.90	
<u>1594</u>	WWTP - GULARTE - MYERS SUBMERSIBLE PUMP	10/04/2024	10/04/2024	0.00	968.75	

Vendor Number <u>ERN01</u>	Vendor Name ERNEST PACKAGING SOLUTION					Total Vendor Amount 1,068.72
Payment Type Check	Payment Number	Payment Date 10/16/2024			Payment Amount 1,068.72	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>91032353</u>	P&R-FRESH WAVE 3D URINAL SCREEN MANGO	10/03/2024	10/03/2024	0.00	1,068.72	

Vendor Number <u>FED01</u>	Vendor Name FEDERAL EXPRESS CORP.					Total Vendor Amount 34.09
Payment Type Check	Payment Number	Payment Date 10/16/2024			Payment Amount 34.09	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>8-641-26852</u>	FIRE - ACCT#:1162-2661-8 GOUND SERVICE	10/04/2024	10/04/2024	0.00	34.09	

Vendor Number <u>GLS01</u>	Vendor Name GROMATICI LAND SURVEYING INC					Total Vendor Amount 44.83
Payment Type Check	Payment Number	Payment Date 10/16/2024			Payment Amount 44.83	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>10082024</u>	P&R-CHECK REQUEST-BUSINESS LICENSE OVERPAYMENT	10/08/2024	10/08/2024	0.00	44.83	

Vendor Number <u>GUA02</u>	Vendor Name GUADALUPE HARDWARE COMPAN					Total Vendor Amount 1,613.37
Payment Type Check	Payment Number	Payment Date 10/16/2024			Payment Amount 1,613.37	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>1167119</u>	PW - VP 50:1 FUEL 128OZ	09/20/2024	09/20/2024	0.00	50.55	
<u>1167157</u>	WATER - 1/2 X 5 BRASS NIPPLE	09/20/2024	09/20/2024	0.00	126.22	

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1167332	PW - TRASH BADS DRWG 33G 48PK	09/23/2024	09/23/2024	0.00	401.20
1167393	P&R- LIME-RUST REMOV28OZ CLR	09/23/2024	09/23/2024	0.00	31.61
1167406	PW- 4-1/2X1/4X7/8 T-27	09/23/2024	09/23/2024	0.00	25.38
1167409	WWTP - JET CLEAN NOZZLE BRASS	09/23/2024	09/23/2024	0.00	16.51
1167506	WWTP - LUBE LOCK EASE 3OZ	09/24/2024	09/24/2024	0.00	17.38
1167554	PW - SPANNERFLANGE NUT KIT	09/25/2024	09/25/2024	0.00	16.29
1167587	P&R-#10 ALUM SCOOP SHOVEL	09/25/2024	09/25/2024	0.00	99.32
1167606	P&R-SLIDE BOLT LATCH BLACK	09/25/2024	09/25/2024	0.00	9.78
1167627	PW- CLOTH DUSTING YELLOW 2PK	09/25/2024	09/25/2024	0.00	6.51
1167695	P&R-FOLDING EARMUFF BLACK	09/26/2024	09/26/2024	0.00	25.00
1167779	PW- SOLO PUMP SPRAYER 3 GALLON	09/26/2024	09/26/2024	0.00	83.69
1167815	P&R-TINGELY BROWN PVC KNEE BOOT -9	09/27/2024	09/27/2024	0.00	78.71
1167828	P&R-JOURNEYMAN JACKET YELLOW - 3XL	09/27/2024	09/27/2024	0.00	39.13
1167845	P&R-GENERAL KEY	09/27/2024	09/27/2024	0.00	2.16
1167846	WATER - RUST REFORMER SPRAY 10OZ	09/27/2024	09/27/2024	0.00	21.73
1168030	PW - TRASH BAG CNCH33GL 2OCT	09/30/2024	09/30/2024	0.00	63.01
1168045	P&R-ROLLER FRAME 9"5 WIRE	09/30/2024	09/30/2024	0.00	20.19
1168082	P&R- SUPER DOO-Z TRAY SET 3PC	09/30/2024	09/30/2024	0.00	15.21
1168290	WATER- BALL VLV 600IPS FIP 1/2"	10/02/2024	10/02/2024	0.00	20.86
1168353	PW- TORX SKT SET 1/4 & 3/8" 12P	10/02/2024	10/02/2024	0.00	48.92
1168384	WATER - SFTY GLS - YLW FOG ANTI SCRA	10/02/2024	10/02/2024	0.00	62.48
1168395	PW- CM 2CYCLE OIL FS 2.6OZ	10/03/2024	10/03/2024	0.00	6.50
1168451	PW - WIRE BRUSH 7"L	10/03/2024	10/03/2024	0.00	60.85
1168474	P&R- FASTBACK MULTIFUNCTION FLIP KNIFE	10/03/2024	10/03/2024	0.00	264.18

Vendor Number	Vendor Name					Total Vendor Amount
HEA03	HEALTH EQUITY					110.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		10/16/2024	110.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV6981450	FINANCE - VISA CARD PAYMENTS - HCFA 2024	09/16/2024	09/16/2024	0.00	35.00	
INV7014894	FINANCE-ACCT#:3052457 - HC FSA ADMIN FEE-SEPT 202	09/25/2024	09/25/2024	0.00	75.00	

Vendor Number	Vendor Name					Total Vendor Amount
HEN01	EAGLE ENERGY, INC					2,786.65
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		10/16/2024	2,786.65			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
211527	FIRE- ACCT#:1197 FUEL CHARGES	09/30/2024	09/30/2024	0.00	132.99	
211529	WATER - ACCT#:1202 FUEL CHARGES	09/30/2024	09/30/2024	0.00	263.53	
211530	WWTP - ACCT#:1207 FUEL CHARGES	09/30/2024	09/30/2024	0.00	146.31	
211531	PW - ACCT#:1208 FUEL CHARGES	10/10/2024	10/10/2024	0.00	359.87	
211538	P&R- ACCT#:1228 FUEL CHARGES	09/30/2024	09/30/2024	0.00	445.39	
211547	PD - ACCT#:1280 FUEL CHARGES	09/30/2024	09/30/2024	0.00	1,438.56	

Vendor Number	Vendor Name					Total Vendor Amount
ICO01	ICONIX WATERWORKS (US) IN					247.36
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		10/16/2024	247.36			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
U2416040401	WATER - 1/2"X4" 304 SS NIPPLE	09/20/2024	09/20/2024	0.00	127.73	
U2416041380	P&R- XL LIFT VIZ-PRO BOMBER JACKET	09/26/2024	09/26/2024	0.00	119.63	

Vendor Number	Vendor Name					Total Vendor Amount
INT09	INTERSTATE BATTERIES OF C					404.04
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		10/16/2024	404.04			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
10028565	P&R- SRM-24	06/04/2024	06/04/2024	0.00	137.83	
10033625	PD - MTX-65 ATCORE	09/24/2024	09/24/2024	0.00	266.21	

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Vendor Number ITB01	Vendor Name INDUSTRIAL TRUCK BODIES					Total Vendor Amount 7,727.73
Payment Type Check	Payment Number	Payment Date	Payment Amount			
		10/16/2024	7,727.73			
Payable Number 24-17689	Description PW - REPAIR LABOR - FORD F350/2016 LIC: 1503276	Payable Date 10/04/2024	Due Date 10/04/2024	Discount Amount 0.00	Payable Amount 7,727.73	

Vendor Number ITE01	Vendor Name ITECH SOLUTIONS					Total Vendor Amount 15,213.31
Payment Type Check	Payment Number	Payment Date	Payment Amount			
		10/16/2024	15,213.31			
Payable Number 13965	Description ADM - MICROSOFTT LICENSES - OCT 2024	Payable Date 10/01/2024	Due Date 10/01/2024	Discount Amount 0.00	Payable Amount 2,446.70	
14064	ADM - IT SERVICES - OCT 2024	10/01/2024	10/01/2024	0.00	12,766.61	

Vendor Number J&E01	Vendor Name J&E CLEANING					Total Vendor Amount 5,310.00
Payment Type Check	Payment Number	Payment Date	Payment Amount			
		10/16/2024	5,310.00			
Payable Number 47391	Description ADM - CLEANING	Payable Date 08/31/2024	Due Date 08/31/2024	Discount Amount 0.00	Payable Amount 2,250.00	
47449	ADM-SENIOR CENTER CLEANING SERVICES-SEPT 2024	09/27/2024	09/27/2024	0.00	410.00	
47469	ADM - CLEANING	09/27/2024	09/27/2024	0.00	2,250.00	
47471	PD - SEPTEMBER CLEANING SERVICE	10/09/2024	10/09/2024	0.00	400.00	

Vendor Number JACO2	Vendor Name JACK'S ALL AMERICAN PLUM					Total Vendor Amount 1,120.00
Payment Type Check	Payment Number	Payment Date	Payment Amount			
		10/16/2024	1,120.00			
Payable Number 10543529	Description P&R- LABOR RATE CHARGED FOR TECHNICIAN	Payable Date 10/07/2024	Due Date 10/07/2024	Discount Amount 0.00	Payable Amount 1,120.00	

Vendor Number JAI01	Vendor Name MIGUEL JAIMES					Total Vendor Amount 2,603.02
Payment Type Check	Payment Number	Payment Date	Payment Amount			
		10/16/2024	2,603.02			
Payable Number 10082024	Description FINANCE - CHECK REQUEST - PAYMENT OCTOBER 2024	Payable Date 10/08/2024	Due Date 10/08/2024	Discount Amount 0.00	Payable Amount 2,603.02	

Vendor Number JAS01	Vendor Name JAS PACIFIC, INC.					Total Vendor Amount 230.00
Payment Type Check	Payment Number	Payment Date	Payment Amount			
		10/16/2024	230.00			
Payable Number PC7219	Description ADM - 330 LAS FLORES DRIVE	Payable Date 10/05/2024	Due Date 10/05/2024	Discount Amount 0.00	Payable Amount 230.00	

Vendor Number JBM01	Vendor Name JUAN BRIBIESCA ALCALA					Total Vendor Amount 70.00
Payment Type Check	Payment Number	Payment Date	Payment Amount			
		10/16/2024	70.00			
Payable Number 33	Description PD - CAR WASH AND DETAIL - CHEVY TAHOE, UNIT 22-01	Payable Date 09/17/2024	Due Date 09/17/2024	Discount Amount 0.00	Payable Amount 70.00	

Vendor Number LOP02	Vendor Name JUAN JOSE LOPEZ					Total Vendor Amount 500.00
Payment Type Check	Payment Number	Payment Date	Payment Amount			
		10/16/2024	500.00			
Payable Number 10082024	Description P&R- CHECK REQUEST	Payable Date 10/08/2024	Due Date 10/08/2024	Discount Amount 0.00	Payable Amount 500.00	

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Vendor Number	Vendor Name					Total Vendor Amount
NOL01	NO LIMIT TIRE INC.					479.10
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	479.10
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
49205	PW - CAR TRAILER ALL TIRES	09/19/2024	09/19/2024	0.00	479.10	
Vendor Number	Vendor Name					Total Vendor Amount
NVIO1	NVIRO					1,075.00
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	1,075.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
4220	WATER - ON SITE RECALIBRATE	09/13/2024	09/13/2024	0.00	1,075.00	
Vendor Number	Vendor Name					Total Vendor Amount
PERO2	PERRY'S ELECTRIC MOTORS I					5,406.63
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	5,406.63
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
27803	WWTP - 3HP 3450RPM 3PH MYERS PUMP	10/03/2024	10/03/2024	0.00	5,406.63	
Vendor Number	Vendor Name					Total Vendor Amount
POLO2	POLYDYNE INC.					4,271.64
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	4,271.64
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1816147	WWTP - WE -1289 CLARIFLOC WE-1289	03/11/2024	03/11/2024	0.00	4,271.64	
Vendor Number	Vendor Name					Total Vendor Amount
QUA04	QUADIENT LEASING USA, INC					1,833.52
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	1,833.52
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
Q1466352	FINANCE - LEASE PAYMENT	09/17/2024	09/17/2024	0.00	1,833.52	
Vendor Number	Vendor Name					Total Vendor Amount
QUI06	QUINN RENTAL SERVICE INC.					2,610.14
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	2,610.14
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
WON10022294	WWTP - PARTS & LABOR - PERFORM PM 2 & 5	04/25/2024	04/25/2024	0.00	2,610.14	
Vendor Number	Vendor Name					Total Vendor Amount
SAT01	SATCOM GLOBAL FZE					114.42
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	114.42
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
AS10240504	ADM - IRIDIUM SIM CARD (X2)	10/01/2024	10/01/2024	0.00	114.42	
Vendor Number	Vendor Name					Total Vendor Amount
SMIO1	SMITH PIPE & SUPPLY					262.14
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	262.14
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
4151978	P&R-ROUNDUP 6.8# QUIK PRO DRY	06/11/2024	06/11/2024	0.00	262.14	
Vendor Number	Vendor Name					Total Vendor Amount
SMO01	SMOOTH INC.					55,695.23
Payment Type	Payment Number				Payment Date	Payment Amount
Check					10/16/2024	55,695.23
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
17-2381	ADM - TRANSIT MAINTENANCE - SEPT 2024	09/30/2024	09/30/2024	0.00	4,795.36	

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17-2386	ADM - TRANSIT SERVICES - SEP 2024	09/30/2024	09/30/2024	0.00	50,697.07
17-2388	ADM - 2 VEHICLES TRANSPORTING SENIORS	10/04/2024	10/04/2024	0.00	202.80
Vendor Number	Vendor Name				Total Vendor Amount
STC01	SECURITAS TECHNOLOGY CORPORATION				183.70
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		10/16/2024	183.70		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
6004549994	ADM - ALARM SYSTEM ADMIN OFFICE - OCT 2024	10/11/2024	10/11/2024	0.00	64.86
6004550477	WWTP - CUST#:10654528 5125 W MAIN ST	09/02/2024	09/02/2024	0.00	58.81
6004584466	FINANCE - CUST#:30017291 - MAINTENANCE SERVICES	10/02/2024	10/02/2024	0.00	60.03
Vendor Number	Vendor Name				Total Vendor Amount
TOW01	TOWNSEND PUBLIC AFFAIRS I				5,000.00
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		10/16/2024	5,000.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
22377	ADM - GRANT CONSULTING SERVICES - OCT 2024	10/01/2024	10/01/2024	0.00	5,000.00
Vendor Number	Vendor Name				Total Vendor Amount
TUR01	TURNOUT MAINTENANCE COMPA				45.00
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		10/16/2024	45.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
28864	FIRE- PANT MOISTURE LINER - SCHMITZ	09/20/2024	09/20/2024	0.00	45.00
Vendor Number	Vendor Name				Total Vendor Amount
TYL01	TYLER TECHNOLOGIES,INC.				1,240.00
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		10/16/2024	1,240.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
025-481264	FINANCE - INSITE TRANSACTION FEES -UTILITY BILLING	09/30/2024	09/30/2024	0.00	1,240.00
Vendor Number	Vendor Name				Total Vendor Amount
ULT01	ULTREX				835.21
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		10/16/2024	835.21		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
4187409	ADM - COPIES	09/30/2024	09/30/2024	0.00	835.21
Vendor Number	Vendor Name				Total Vendor Amount
USA01	U.S.A. BLUEBOOK INC.				321.68
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		10/16/2024	321.68		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV00405994	WWTP - BOTTLE WM SQUARE PP 4L 1/PK	06/26/2024	06/26/2024	0.00	75.35
INV00497674	WWTP - REPLACEMENT CAP FOR LDO101XX	09/27/2024	09/27/2024	0.00	246.33
Vendor Number	Vendor Name				Total Vendor Amount
V4E01	V4EMS				739.50
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		10/16/2024	739.50		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
98706	FIRE - MANIKIN TUNEUP SERVICE	10/03/2024	10/03/2024	0.00	739.50
Vendor Number	Vendor Name				Total Vendor Amount
VES01	VESTIS GROUP , INC.				494.94
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		10/16/2024	494.94		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
5020649625	WWTP - ACCT#:170454000 UNIFORM SERVICE	09/30/2024	09/30/2024	0.00	28.39
5020649643	WATER - ACCT#:170454000 UNIFORM SERVICE	09/30/2024	09/30/2024	0.00	50.13

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5020649668	P&R- ACCT#:170454000 UNIFORM SERVICE	09/30/2024	09/30/2024	0.00	92.03
5020649672	PW - ACCT#:170454000 UNIFORM SERVICE	09/30/2024	09/30/2024	0.00	8.92
5020649676	PD - MAT NYLON/RUBBER	09/30/2024	09/30/2024	0.00	136.00
5020654682	WWTP - ACCT#:170454000 UNIFORM SERVICE	10/07/2024	10/07/2024	0.00	28.39
5020654683	WATER - ACCT#:170454000 - UNIFORM ALLOWANCE	10/07/2024	10/07/2024	0.00	50.13
5020654685	P&R- ACCT#:170454000 UNIFORM SERVICE	10/07/2024	10/07/2024	0.00	92.03
5020654686	PW - ACCT#:170454000 - STREETS- UNIFORM SERVICE	10/07/2024	10/07/2024	0.00	8.92

Vendor Number	Vendor Name			Total Vendor Amount
WUL01	WULFF, HANSEN & CO.			2,500.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		10/16/2024	2,500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
10022024	ADM - GENERAL OBLIGATION BOND LEGAL	10/02/2024	10/02/2024	0.00 2,500.00

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Warr Bank Acct	Check	146	58	0.00	175,549.15
Packet Totals:		146	58	0.00	175,549.15

Cash Fund Summary

Fund	Name	Amount
999	Pooled Cash	-175,549.15
Packet Totals:		-175,549.15



By Vendor Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Warr Bank Acct-Warrants Bank Account						
	Void	10/16/2024	Regular	0.00	0.00	839552
	Void	10/16/2024	Regular	0.00	0.00	839578
	Void	10/16/2024	Regular	0.00	0.00	839586
	Void	10/16/2024	Regular	0.00	0.00	839609
AGD01	ANDREW GOODWIN DESIGNS	10/16/2024	Regular	0.00	1,000.00	839549
AIRO2	AIRGAS USA LLC	10/16/2024	Regular	0.00	505.58	839550
AMA02	AMAZON BUSINESS	10/16/2024	Regular	0.00	2,295.89	839551
AQU01	AQUA-METRIC SALES COMPANY	10/16/2024	Regular	0.00	582.59	839553
ARC01	ARCLIGHT MEDIA	10/16/2024	Regular	0.00	414.34	839554
AWP01	AWP SAFETY	10/16/2024	Regular	0.00	386.74	839555
BEC01	BOCARSLY EMDEN COWAN ESMail	10/16/2024	Regular	0.00	853.00	839556
BIO01	BIOALCHEMY INC.	10/16/2024	Regular	0.00	2,158.69	839557
BOU01	BOUND TREE MEDICAL LLC	10/16/2024	Regular	0.00	114.17	839558
BVI01	BELLA VISTA INVESTIGATIVE SERVIC	10/16/2024	Regular	0.00	2,450.00	839559
CAE01	CALIFORNIA ELECTRIC SUPP	10/16/2024	Regular	0.00	1,050.17	839560
CAL04	CAL COAST MACHINERY, INC.	10/16/2024	Regular	0.00	106.26	839561
CAL10	CALIFORNIA BUILDING STAND	10/16/2024	Regular	0.00	87.30	839562
CAR09	CARDMEMBER SERVICE	10/16/2024	Regular	0.00	541.65	839563
CEI01	CRISP ENTERPRISES, INC.	10/16/2024	Regular	0.00	212.58	839564
CIT08	CITY OF GUADALUPE (FINANC	10/16/2024	Regular	0.00	27,725.79	839565
CLA01	CLARK PEST CONTROL OF STO	10/16/2024	Regular	0.00	149.00	839566
CLA02	CLAY'S SEPTIC & JETTING,	10/16/2024	Regular	0.00	5,867.16	839567
CLI01	CLIN.LAB-SAN BERNADINO IN	10/16/2024	Regular	0.00	1,420.00	839568
CPP02	COMMANDER PRINTED PRODUCT	10/16/2024	Regular	0.00	2,206.99	839569
CUL01	CULLIGAN/CENTRAL COAST WA	10/16/2024	Regular	0.00	174.36	839570
DEP02	DEPARTMENT OF CONSERVATIO	10/16/2024	Regular	0.00	254.27	839571
DEP09	DEPARTMENT OF JUSTICE	10/16/2024	Regular	0.00	343.00	839572
ERE01	ER ELECTRIC & MECHANICAL	10/16/2024	Regular	0.00	2,458.65	839573
ERN01	ERNEST PACKAGING SOLUTION	10/16/2024	Regular	0.00	1,068.72	839574
FED01	FEDERAL EXPRESS CORP.	10/16/2024	Regular	0.00	34.09	839575
GLS01	GROMATICI LAND SURVEYING INC	10/16/2024	Regular	0.00	44.83	839576
GUA02	GUADALUPE HARDWARE COMPAN	10/16/2024	Regular	0.00	1,613.37	839577
HEA03	HEALTH EQUITY	10/16/2024	Regular	0.00	110.00	839579
HEN01	EAGLE ENERGY, INC	10/16/2024	Regular	0.00	2,786.65	839580
ICO01	ICONIX WATERWORKS (US) IN	10/16/2024	Regular	0.00	247.36	839581
INT09	INTERSTATE BATTERIES OF C	10/16/2024	Regular	0.00	404.04	839582
ITB01	INDUSTRIAL TRUCK BODIES	10/16/2024	Regular	0.00	7,727.73	839583
ITE01	ITECH SOLUTIONS	10/16/2024	Regular	0.00	15,213.31	839584
J&E01	J&E CLEANING	10/16/2024	Regular	0.00	5,310.00	839585
JAC02	JACK'S ALL AMERICAN PLUM	10/16/2024	Regular	0.00	1,120.00	839587
JAI01	MIGUEL JAIMES	10/16/2024	Regular	0.00	2,603.02	839588
JAS01	JAS PACIFIC, INC.	10/16/2024	Regular	0.00	230.00	839589
JBM01	JUAN BRIBIESCA ALCALA	10/16/2024	Regular	0.00	70.00	839590
LOP02	JUAN JOSE LOPEZ	10/16/2024	Regular	0.00	500.00	839591
NOL01	NO LIMIT TIRE INC.	10/16/2024	Regular	0.00	479.10	839592
NVI01	NVIRO	10/16/2024	Regular	0.00	1,075.00	839593
PER02	PERRY'S ELECTRIC MOTORS I	10/16/2024	Regular	0.00	5,406.63	839594
POLO2	POLYDYNE INC.	10/16/2024	Regular	0.00	4,271.64	839595
QUA04	QUADIENT LEASING USA, INC	10/16/2024	Regular	0.00	1,833.52	839596
QUI06	QUINN RENTAL SERVICE INC.	10/16/2024	Regular	0.00	2,610.14	839597
SAT01	SATCOM GLOBAL FZE	10/16/2024	Regular	0.00	114.42	839598
SMI01	SMITH PIPE & SUPPLY	10/16/2024	Regular	0.00	262.14	839599
SMO01	SMOOTH INC.	10/16/2024	Regular	0.00	55,695.23	839600
STC01	SECURITAS TECHNOLOGY CORPORA	10/16/2024	Regular	0.00	183.70	839601

Check Register

Packet: APPKT00387-10.22.24 BIWEEKLY RUN CHECKS

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
TOW01	TOWNSEND PUBLIC AFFAIRS I	10/16/2024	Regular	0.00	5,000.00	839602
TUR01	TURNOUT MAINTENANCE COMPA	10/16/2024	Regular	0.00	45.00	839603
TYL01	TYLER TECHNOLOGIES,INC.	10/16/2024	Regular	0.00	1,240.00	839604
ULT01	ULTREX	10/16/2024	Regular	0.00	835.21	839605
USA01	U.S.A. BLUEBOOK INC.	10/16/2024	Regular	0.00	321.68	839606
V4E01	V4EMS	10/16/2024	Regular	0.00	739.50	839607
VES01	VESTIS GROUP , INC.	10/16/2024	Regular	0.00	494.94	839608
WUL01	WULFF, HANSEN & CO.	10/16/2024	Regular	0.00	2,500.00	839610

Bank Code Warr Bank Acct Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	146	58	0.00	175,549.15
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	146	62	0.00	175,549.15

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	10/2024	175,549.15
			<u>175,549.15</u>



Bank: Warr Bank Acct - Warrants Bank Account

Vendor Number CHA03	Vendor Name CHARTER COMMUNICATIONS			Total Vendor Amount 2,521.73	
Payment Type Check	Payment Number	Payment Date	Payment Amount		
		10/16/2024	2,521.73		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
0042998092224	FINANCE - ACCT#:8413120790042998	09/22/2024	09/22/2024	0.00	291.41
119116501092124	P&R-ACCT#:119116501	09/21/2024	09/21/2024	0.00	2,230.32

Vendor Number HAG02	Vendor Name HARRY E. HAGEN TREASURER-			Total Vendor Amount 92.50	
Payment Type Check	Payment Number	Payment Date	Payment Amount		
		10/16/2024	92.50		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
2024-20245004030-1	FINANCE - H - POSSESSORY INTEREST	07/01/2024	07/01/2024	0.00	92.50

Vendor Number MED01	Vendor Name FRANK MEDINA			Total Vendor Amount 1,124.14	
Payment Type Check	Payment Number	Payment Date	Payment Amount		
		10/16/2024	1,124.14		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
09172024	FINANCE - CHECK REQUEST - MILEAGE & MEALS	09/17/2024	09/17/2024	0.00	1,124.14

Vendor Number PAC01	Vendor Name PACIFIC GAS & ELECTRIC			Total Vendor Amount 15,786.58	
Payment Type Check	Payment Number	Payment Date	Payment Amount		
		10/16/2024	15,786.58		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
04066865389-09302024	FINANCE - ACCT#:0406686538-9	09/30/2024	09/30/2024	0.00	1,272.74
04739823930-09242024	P&R- ACCT#:0473982393-0	09/24/2024	09/24/2024	0.00	108.53
34721461480-09262024	PW - ACCT#:3472146148-0	09/26/2024	09/26/2024	0.00	1,393.82
37314910755-09302024	FINANCE - ACCT#:3731491075-5	09/30/2024	09/30/2024	0.00	144.55
38494108814-09242024	PW - ACCT#:3849410881-4	09/24/2024	09/24/2024	0.00	7,719.37
54020320641-09252024	PW - 5402032064-1	09/25/2024	09/25/2024	0.00	3,024.06
57830364428-09202024	PW - ACCT#:5783036442-8	09/20/2024	09/20/2024	0.00	2,117.43
91694450957-09252024	PW- ACCT#:9169445095-7	09/25/2024	09/25/2024	0.00	6.08

Vendor Number SOU01	Vendor Name SOUTHERN CALIFORNIA GAS			Total Vendor Amount 225.82	
Payment Type Check	Payment Number	Payment Date	Payment Amount		
		10/16/2024	225.82		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
09451463419-09262024	P&R - ACCT#:094 514 6341 9	09/26/2024	09/26/2024	0.00	39.40
12998753870-09262024	P&R - ACCT#:12998753870	09/26/2024	09/26/2024	0.00	88.07
13401500874-09242024	FINANCE - 134 015 0087 4	09/24/2024	09/24/2024	0.00	98.35

Vendor Number VER05	Vendor Name VERIZON WIRELESS			Total Vendor Amount 708.59	
Payment Type Check	Payment Number	Payment Date	Payment Amount		
		10/16/2024	708.59		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
9973408593	FIRE - ACCT#:942045079-00001 COMMUNICATIONS	09/30/2024	09/30/2024	0.00	239.38
9974530554	PD- ACCT#:742070155-00001	09/22/2024	09/22/2024	0.00	469.21

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Warr Bank Acct	Check	17	6	0.00	20,459.36
Packet Totals:		17	6	0.00	20,459.36

Cash Fund Summary

Fund	Name	Amount
999	Pooled Cash	-20,459.36
Packet Totals:		-20,459.36



City of Guadalupe

Check Register

Packet: APPKT00388 - 10.16.24 WEEKLY UTILITY RUN

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Warr Bank Acct-Warrants Bank Account						
CHA03	CHARTER COMMUNICATIONS	10/16/2024	Regular	0.00	2,521.73	839611
HAG02	HARRY E. HAGEN TREASURER-	10/16/2024	Regular	0.00	92.50	839612
MED01	FRANK MEDINA	10/16/2024	Regular	0.00	1,124.14	839613
PAC01	PACIFIC GAS & ELECTRIC	10/16/2024	Regular	0.00	15,786.58	839614
SOU01	SOUTHERN CALIFORNIA GAS	10/16/2024	Regular	0.00	225.82	839615
VER05	VERIZON WIRELESS	10/16/2024	Regular	0.00	708.59	839616

Bank Code Warr Bank Acct Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	17	6	0.00	20,459.36
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	17	6	0.00	20,459.36

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	10/2024	20,459.36
			<u>20,459.36</u>

MINUTES

City of Guadalupe
Regular Meeting of the Guadalupe City Council
Tuesday, October 8, 2024, at 6:00 pm
City Hall, 918 Obispo Street, Council Chambers

1. ROLL CALL:

Council Member Christina Hernandez
Council Member Gilbert Robles
Council Member Whitney Furness
Mayor Pro Tempore Eugene Costa Jr.
Mayor Ariston Julian

Mayor Julian called the meeting to order at 6:00 p.m. All members were present. (Note: The abbreviation, "CM" for "Council Member", will be used in these minutes.)

2. PLEDGE OF ALLEGIANCE

3. MOMENT OF THANKS, APPRECIATION OR CONDOLENCES.

Mayor Julian said, "Condolences and peace on the anniversary of the October 7th attack. Peace to all impacted by that attack." The mayor also said, "Safety and best wishes to those impacted by the hurricanes in Florida. I can't imagine Hurricane Helene and now Hurricane Milton. It will take years in the remaking of the impacted areas."

4. AGENDA REVIEW

There were no changes made to the agenda.

5. CEREMONIAL CALENDAR

- Proclamations:
 - A. Filipino American History Month – October 2024 – *CM Robles read the proclamation which, in part, said: ...Filipino American History Month was established in 1988 to commemorate the arrival of the first Filipinos who landed in what is now Morro Bay, California on October 18, 1587...the Filipino American National Historical Society (FANHS) recognizes the year 1763 as the date of the first permanent Filipino settlement in the United States in Saint Malo Parrish, Louisiana...the California Department of Education first recognized October as Filipino American History Month in 2006...while the 111th Congress of the United States and the California State Legislature also gave recognition...the Filipino American community...have truly made a*

difference, and their professional and civic involvement will continue to enrich our communities far into the future.” Amelia Villegas accepted the proclamation from Mayor Julian.

B. Breast Cancer Awareness Month – October 2024

CM Hernandez read the proclamation which, in part, said: ...breast cancer is one of the most commonly diagnosed cancers among women...Breast Cancer Awareness Month began in 1985...in 2024, nearly 300,000 new cases of breast cancer are expected to be diagnosed...the American Cancer Society has searched endlessly for a cure through vital research...educating our community ...of the risks of breast cancer...increased breast cancer screening increases early detection, reduces death, increases life expectancy...and increases five-year survival rates...this is an opportunity for the City of Guadalupe and all of our community to “Go Pink” in October to raise awareness, promote early screening, and honor those affected by breast cancer.”

Ms. Hongo was present to receive the proclamation and a bouquet of flowers from CM Hernandez. Ms. Hongo was asked if she would like to say a few words. She simply said, “Thank you!”

CM Hernandez then said, “I am so excited to have Eileen Hongo here today, a resident of Guadalupe and this year’s “Day of Hope” Ambassador. Eileen has demonstrated incredible strength, resilience, and dedication in advocating for breast cancer awareness. Your journey serves as an inspiration to us all, reminding us of the importance of early detection, support, and community. Thank you, Eileen, for being a voice of hope and a champion of others.”

6. COMMUNITY PARTICIPATION FORUM

Requests to Speak

Melanie Backer: I live in Guadalupe. I just wanted to speak tonight, because I am very disappointed and angry and dismayed about how the Royal Theatre has been managed and handled. I’m extremely disappointed with your project manager, Tom Brandeberry. Since January 2024, huge mistakes have been made...large communication gaps...no communicating with businesses and residents in this town until things were too late and many balls have been dropped.

As a result, tonight I can talk about this later when you get to it... you’re voting on whether to make this beautiful building a three-story performing arts center into a one-story, two (2) classroom performing arts building. I thoroughly read through the report that Tom Brandeberry put together and here are the missteps. At this point, Mayor Julian asked whether she was going to talk about the item that’s on the agenda. She said, “No, I’m not talking about the design. I’m talking about the missteps that have been done.” The mayor then said she had one (1) minute remaining.

Missteps: in January, 2024 GBA and the rest of the town didn’t know about the \$3M shortfall. We could have been doing a capital campaign. There was an RFP put together and I was wondering whether it was vetted by other theatre organizations or theatre operations for its viability and its reasonableness? And now I hear at a November meeting, you might be hiring more consultants for a capital campaign when things could be/should be done with the town and by the people and for the people.

At this point, the three (3) minutes were up. Ms. Backer said she'd speak later.

Brooks Van Wingerden: I am the owner and operate the Guadalupe Social Club. Since a year and a half ago, we've been so excited for the progress and design of the theatre and the business it would bring to the town. Changing the scope of this project to meet financial constraints seems short-sighted. The goal for this space is to be a magnet for the arts, music, and theatre on the central coast. The space was designed to attract top talent as well as provide educational spaces for our youth. I have reached out numerous times to the project manager, Tom Brandeberry, about helping to fundraise but have been told that that can't happen until the operator for the theatre was chosen. However, the RFP, which I've read in its entirety, was not an attractive venture for anyone. It will take time, connections, resources, and a passion to make this a reality. This has to make sense for everyone. You have locals in this community who have expressed interest in taking over operation of the theatre, but communication has been a huge barrier.

The project manager has known about this funding gap, and we, as locals who are passionate about this project and the arts, need to get in front of the right donors to make this happen. I urge the City to stop funding out-of-town consultants and use the resources and the power you have in this community. I have offered myself, my business, and the connections that we have to help assist in a capital campaign. And I really urge the City to continue to see this through as much as possible.

7. CONSENT CALENDAR (A-D)

The following items are presented for City 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.** Waive the reading in full of all Ordinances and Resolutions. Ordinances on the Consent Calendar will be adopted by the same vote cast as the first meeting unless City Council indicates otherwise.
- B.** Approve payment of warrants for the period ending September 27, 2024.
- C.** Approve the Minutes of the City Council regular meeting of September 24, 2024.
- D.** Adopt Resolution No. 2024-60 approving an agreement for consultant services with Wallace Group for design services for the Transit Hub Renovation Project.

*No items were pulled. **Motion was made by Council Member Hernandez and seconded by Council Member Robles to approve the full Consent Calendar. 5-0 Motion passed.***

MANAGEMENT REPORTS

8. CITY ADMINISTRATOR: (Information Only)

- A.** City Administrator's report for October 8, 2024

Mr. Bodem passed out a printout to the City Council regarding a publication about the Royal Theatre from the National Register of Historic Places. This quarterly publication, called "Best Practices Review", features projects deemed worthy of recognition. This printout is on the City website.

A spreadsheet showing the \$821K ARPA fund balance was distributed to the Council. Approximately \$490K of ARPA monies shown for City Hall repairs for roof and walls will not occur due to a 12/31/24 deadline which can't be met. These monies need to be reallocated to other items. A list of 19 potential items was passed out to the Council. Mayor Julian said, "19 items. The Council might want to add some items to that list. Bring it back for the October 22nd meeting. I would hope the Council and staff will look at this list and prioritize." Because this item was not on the agenda, it will be brought back to a future meeting for further discussion.

- B. Planning Department report for September 2024
- C. Building Department report for September 2024
- D. City Engineer's report for September 2024

(Please go to the City's website at www.cityofguadalupe.org for these other three reports.)

9. DIRECTOR OF PUBLIC SAFETY: (Information Only)

- A. Director of Public Safety report for October 8, 2024

Chief Cash was absent. His report for Police, Fire and Code Compliance activities can be viewed by going to the City's website.

10. RECREATION SERVICES MANAGER: (Information Only)

- A. Recreation & Parks report for September 2024

Ms. Barajas reported on the following activities:

-Drop-in volleyball and basketball continues in October.

-Next week there will be pickleball drop-in. Equipment should be here by tomorrow. Once we get everything put together, we'll put the schedule out and give that schedule a trial run. Mayor Julian asked, "I saw the flyer on pickleball opening. We have people who want to help with this, in terms of instruction. A lot of people know what pickleball is. These individuals are very familiar with pickleball and can help with setting it up but also with actual training. We need to know what we're doing. We're not pros." Ms. Barajas said, "Pickleball should be able to start next week so long as the equipment comes in."

Mayor Julian then said, "I'd wait until you get someone...unless you have someone who can help set that up and actually give instructions. You might say there's pickleball drop-in, but if it's to play, there might be people who don't understand it. I would think there'd be a drop-in for people who want to learn the game before we actually start playing. We need some instructions."

Ms. Barajas said, "The only reason I was going to start next is because I have a group of people who know how to play and want to start next week." They mayor said, "That's what I was asking. So, you have someone." Ms. Barajas, "Yes, I've been marketing pickleball for the last couple of weeks as coming soon to get people in the community to know it's on its way. So, I've had people reach out to me excited that it's coming and are waiting for the schedule. Through Facebook, Instagram and putting flyers out in the community, I've heard back from the community that there are people who

already know how to play it and like to play it. But I'm more than happy to speak with you. We can..."The mayor then said, "I would think that, even though there's nothing set, those people that you have contacted to say that here's the day we're going to talk about it, where and how we're going to locate it, instructions and go from there." Ms. Barajas agreed and the mayor said, "Good job."

-Soccer starts tomorrow. 2 years old – 11 years old with Youth Evolution Soccer.

-CM Hernandez will provide her services to take the community on a free guided community hike at Rancho Guadalupe Dunes Preserves. It's free; just show up at the parking lot. The hike will be adventurous, give you a little bit of exercise and will increase your knowledge of nature.

-On Wednesday, 10/23, school gets out early. There will be a "LEGO" activity at the City auditorium, from 1:15 p.m. to 3:00 p.m.

-On Wednesday, October 30th, we'll have pumpkins donated to us by the Pumpkin Patch. All ages are welcome. They'll be able to decorate them and take them home. Same time: from 1:15 p.m. to 3:00 p.m.

-Friday, 10/25, will be "Halloween Movie Night" at Le Roy Park. The snack bar will be a fundraiser for "Huskies Basketball Team", a traveling team of both Guadalupe and Santa Maria youth. Specific movie to be determined.

Mayor Julian asked, "About the youth soccer...cost for that is \$55?" Ms. Barajas said, "It's \$55 for the whole session. It was brought down by \$10. Sometimes when they do programs here, they give the City a small percentage of the registrations. Todd and I talked. We decided to give that benefit to the community immediately by dropping the price. They were willing to drop the price by \$10, which is higher than the percentage we would have received. That benefits the community immediately rather than on the flip side. The mayor then asked if she knew the numbers yet of those already signed up. Ms. Barajas said, "We put Level 1 and Level 2 together...3 ½ and 7-year-olds. There are about 6-7 signed up."

11. HUMAN RESOURCES MANAGER: (Information Only)

A. Human Resources report for August and September 2024

Ms. Estrada reported the following:

Recruitment: a new Police Officer sworn in and a police recruit candidate continuing pre-employment process. Interviewing for Fire Engineer to begin next week. Offer extended to a Grants Administrator candidate; decision pending. Applications for Facility Rental Coordinator being screened. Public Works Director search expanded.

Other: Labor negotiations with POA continuing. Two work-related injuries reported. Monitoring on the two long-term claims continues. Health insurance open enrollment deadline is Friday, 10/11. There will be multiple training that will be starting next week all the way through December for various departments. These are required trainings. Work on the Personnel Manual and team building activities continue.

Mayor Julian asked, "I saw a note on a "Quarterly Employee Recognition Program. That's a good idea. Have there been any nominations?" Ms. Estrada said, "Yes, there have been several nominations already...part of team building."

REGULAR BUSINESS

- 12. Amendment No. 4 to the agreement for services between the City of Guadalupe and Andrew Goodwin Designs (AGD) to complete a partial redesign of the Royal Theater Renovation project to reduce costs; and authorize staff to continue seeking Economic Development Administration (EDA) approval of the redesign.**

Written report: Thomas Brandeberry, Project Manager

Recommendation: That the City Council adopt Resolution No. 2024-61 approving Amendment No. 4 to the agreement with AGD to complete a partial redesign of the Royal Theater Renovation project; and authorize staff to continue seeking EDA approval of the redesign.

City Attorney Sinco said that he and Thomas Brandeberry, who was on zoom, would "tag team" on this item. City Attorney Sinco began with a brief background on this item. The staff report explained the original agreement and three (3) subsequent amendments previously approved.

When the project was bid recently, the enhanced audio-visual and commercial kitchen were listed as alternatives. That meant that the project could go forward without those alternatives. One or the other could be added. That totaled about \$3million which is, essentially, the shortfall. (City Attorney Sinco said that he was unsure of the number here.) It was determined in early 2024 that available funding would not be enough to complete the original design. The shortfall was approximately \$3million. We didn't know for sure until around February/March when we got the cost estimate done. Staff then recommended a bond measure for the November 2024 ballot. The Council did not vote to place it on the ballot.

There is a lot of discussion about a capital campaign. That's easier said than done. The underlying problem is the Economic Development Administration (EDA), which has a lot of conditions and hard deadlines. If we don't meet those deadlines, we could lose the funding and the project.

Andrew Goodwin Designs (AGD), on its own, asked how they could help with this shortfall and came up with a conceptual re-design which eliminated about \$1.5million in construction costs for not having to do multi-story buildings, stairwell and elevator which then left a shortfall of \$1.5million. The project with the new design has enough funding to go forward without the project alternatives. The City would want to construct it sometime later, which is why the City has always planned to do a capital campaign, although it was initially probably only for the operating expenses and the ongoing maintenance for the theatre. But now it would be to raise funds for the alternatives.

It was necessary to contact EDA for their consent to move forward with this new design, because there's another approved design which has met their conditions. There's a lot of red tape to get their consent to move forward. If EDA approves, new drawings need to occur, and AGD would need to prepare those drawings. That's what this item is really about. It's about approving an amendment to the contract to allow the architect to re-design the plans to accompany this new design.

EDA has a meeting coming up next week. Staff had to prepare necessary documents without Council's approval to meet their deadline for the meeting. We did do that with the complete understanding if the Council doesn't support staff's action, it's easy to tell the EDA to disregard. But if the Council is supportive of moving forward, we would ask the Council, in the resolution, to ratify that action.

At this point, Mr. Thomas Brandeberry, who was on zoom, came in to participate in the further discussion of this topic. Something to remember: we have three (3) funding sources: EDA, Successor Agency and the State, all for the purpose of developing a community performing arts center. We cannot do anything but have a performing arts center with these funds. The design change that is being made is still as a performing arts center.

When speaking to the EDA staff, it was clear that we needed to go to the EDA committee before the concept of these plans could be approved. The reason for that is we were awarded these funds on the basis of certain elements in the project, and those elements had to stay. One of the elements was the performing arts center side of the building which is the three-story building in the original design. They required us to have the plaza and amphitheater, and the historic building, the theatre itself.

To change that plan in any way from the original plan that the EDA approved...so, the EDA approved the full design plan, 100% plan set, our present design. To change that, it required us to do a number of things and create a number of documents to be able to meet the October 16th committee meeting. If we didn't meet that committee deadline, we'd have to wait for a later committee. And, as you know, we're on a very tight deadline. We have to, theoretically, start construction by March 2025, and we have to finish the project by March 2027. So, going to a later committee date didn't make sense if we're on a very tight schedule.

All the necessary documents were submitted to EDA staff and are ready to go to the committee for approval. Tonight is about asking the committee to let us go forward with that approval, and, if so, to give additional funds for AGD for the purpose of taking this concept to full design. The EDA will have to, along the way, also, review the new plan at 100% which we will have to submit to them before we can release those plans in another bid process. So, we're doing a lot of stuff that has to be done in a very short timeframe. Those are the two things we're asking Council to approve tonight.

Mayor Julian said, "The initial costs was \$14million for the original design. Right?" Mr. Brandeberry said, "Up until now, we'll call it the original design, we had a number of cost estimates. Highest cost estimate during COVID was around \$11million, and lowest was about \$9million. The bid we have now actually came in about \$14.5million. I do believe that bid is high because it was a single bid. It does show that the original design was way out of available funds."

CM Furness asked, "Only received one (1) bid for the \$14.5million?" Mr. Brandeberry said, "Yes, we only received one (1) bid. The reason for that was there was a short turnaround. EDA required us to put that bid out to take to the committee. However, the timeframe was short. A number of contractors asked for time which we couldn't give them."

CM Furness then asked, "How many companies did we submit the RFP to?" Mr. Brandeberry said, "We submitted it publicly. About six or seven were interested, asked questions and put in RFIs to

respond to. *Would probably would have had five to seven bids, if we gave them more time.”* CM Furness then asked, *“How much time was given?”* Mr. Brandeberry said, *“Five (5) weeks. That’s not a lot of time when you look at how this project is.”*

CM Hernandez asked, *“It seems there are a lot of timelines. Is there some way we can see all these timelines to turnaround. Something tangible to look at?”* City Attorney Sinco said, *“Yes, we can most certainly do that. And, Tom, correct me if I’m wrong, the most critical timeline is that the project has to be done by March 2027. The construction start date of March 2025 is not as critical. But the later we start, the less likely the March 2027 deadline will be met. Those are the two (2) most important ones. There was the October 16th deadline which we met. Are there any other deadlines you can think of, Tom, we need to apprise the Council of now?”* Mr. Brandeberry said, *“I don’t think so, but I am asking the California Arts Council (CAC), which gave us the \$5million if there is a date deadline for those funds. I’ve not received an answer at this point. If I do, I’ll make sure that staff and Council are aware of it.”*

CM Hernandez then asked, *“And there are no extensions on the current grants?”* Mr. Brandeberry said, *“The EDA grant is impossible to extend beyond March 2027. It is part of President Biden’s Infrastructure Plan. The legislature had that as a deadline. The EDA has no control over that deadline. They do have some control over the start of the construction. Obviously, they wouldn’t want it started a year after March 2025, but they would be okay if we started a few months later than that.”* City Attorney Sinco added, *“That’s what I meant, CM Hernandez, that it would require a change in the law, a congressional act, which is possible. We’ve seen that before. ARPA was extended, but it’s certainly not something we should count on.”*

CM Hernandez continued and asked, *“Just for some clarity, what would happen if this redesign was not approved?”* City Attorney Sinco said, *“That’s easy. We’d try to go ahead with the original design and see what we could do. Tom, correct me if I’m wrong, we would have to raise \$1.5million minimum to move forward with the original design. That’s assuming that our estimate is correct. If we get more bids that are \$14million, as opposed to closer what we thought, then we’re going to need more than \$1.5million. Say, we get a bid that’s closer to what we estimate, which I don’t remember the number off the top of my head, we’d have to come up with at least \$1.5million and that would be without the commercial kitchen or the enhanced audio-visual. We’d have to raise funds for that which we’d embark on a capital campaign...which we’re going to do, regardless of whether the original design goes forward or the redesign goes forward.”*

Mayor Julian asked, *“Were there any comments from EDA regarding the whole package that we had to have the resources before they’d release their funds?”* (The mayor repeated his question for Mr. Brandeberry’s response.) Mr. Brandeberry said, *“The EDA’s rule is they can’t allow us to sign a construction agreement if not all funding is in place.”* The mayor then asked *“So, that was one of the rationales for re-designing it to come under for what we feel is appropriate, in terms of fundraising.”* Mr. Brandeberry said that was correct. Mr. Bodem said, *“One thing I might add is that when we initially talked to Andrew, I asked the question if this is functionally similar to the three-story. He said that the redesign serves a similar, if not better, functionality than the original design.”* Mr. Brandeberry then said, *“I would add that the EDA required that. They agreed, with my conversation and Andrew’s conversation with them, that this project can go forward, because it does meet the functionality and the elements that were there in the original grant approval.”*

Mayor Julian said, "I was involved in the meeting with Andrew myself...looking at getting the temperature what it would cost for fundraising, because we didn't move with the bond. But that most likely wouldn't have passed anyway. Generating \$3million quickly is a tough one considering everything else that's going on with the county and statewide with propositions and hits on our pocketbook."

CM Furness asked, "I'm going to go back to what I asked before. Why did we only give bidders five (5) weeks? Was that a deadline we had?" Mr. Brandeberry said, "Because the bid had to be part of the package that went to the EDA, we had to finish that bid in time to go with all other documents to put together the presentation for their October meeting." CM Furness then asked, "In that presentation, that's when they're going to approve the one-story?" Mr. Brandeberry said that was right. CM Furness continued and asked, "So, you needed to say we got a bid for \$14million, we can't do that, so here's our option for a one-story." Mr. Brandeberry said, "Yes, that was the purpose. The EDA staff wanted to show the committee that if the bid came in at a very low amount, like \$10million, well, you don't need us, so let's not go to the committee. If it's higher, there's a reason why we're going to the committee?"

CM Furness had a couple more questions. She asked, "Will we give bidders more time on the one-story option, if that goes forward?" Mr. Brandeberry said, "Absolutely." The other question she asked was, "If we approve this tonight, as you're asking, would we still have the option to go for the three-story? Would both plans be approved by the EDA at that point?" Mr. Brandeberry said, "The concept is that we're asking for an amendment to the original grant agreement with this new project. The answer is more likely 'No', but I don't know if we'd want to have that other one pending, because we'll never, unless an unknown benefactor we'll never have the money enough to do... Let's assume that \$14.2million is too high. It wouldn't go down, I would assume, to like \$12million."

City Attorney Sinco added, "I agree with Tom that it's not likely that we could have both projects in play. It is, theoretically, possible, if we raised much more money, say, \$6million. Now, we have plenty money to do the original design. Then, since there are already approved plans for it, we might have plans for this other design, too. But, then we'd go back to the EDA and say that we have the money, we'd like to do the original design. I think, though, at that point, it would be a decision by the Council which design to go forward. However, I agree with Tom...I'm very skeptical that we'd be able to raise that amount of money to do the original design in time. This redesign is probably our best chance of doing that. If I'm wrong, I'm happy to eat my words and maybe go back to the original design. But staff recommends this as most likely to get a project that will be a performing arts center."

The mayor said, "I don't think we'd want to...Say if a bid came in at \$10million, or \$9million, a second one, and someone donated \$4million, we're not going to split and go back to the first one." City Attorney Sinco said, "That's what I said would be a Council decision." Mr. Bodem said, "Putting these plan sets together in a short period of time, four months. We didn't have a lot of time to put it together for a three-story. That pinched us on time."

Mayor Julian then said, "In response to CM Hernandez, there's been a lot of checking back and forth with EDA. They're very strict with...like today, we had to sign another document with California Historical Group which approves this whole process. Sometimes we didn't know it that something, another thing, had to be done." Mr. Bodem said, "Tracking this, there had to be 25-30 staff reports and resolutions that officially went before the Council. That's just what went before the Council

publicly. There's been a lot more of background work on this project. But as far as actual city proceedings, there's been about 20-25 times that the City has addressed the Royal Theatre."

Mr. Brandeberry said, "One other thing to consider. Part of the reason the EDA committee is looking at...one of the aspects is, 'Can the City of Guadalupe complete this project?. Are they able to complete the project?' Going before them, we need to show them we have the capacity to do this. Going back to the EDA after this approval of this plan and saying that we want to do the other one will not look good. I would caution you on keeping both of them going." They mayor said that is like building a home...spending more than you need to.

CM Hernandez asked, "Will there be any public informational sessions after the October 16th meeting?" City Attorney Sinco said, "Sounds like there is now." Mr. Brandeberry said, "As I do the Facebook page on behalf of the project, I'll certainly be announcing it there, and I will certainly put the renderings up. I've not done any of that, at this point, because the Council hasn't approved it, and the EDA hasn't approved it. But I will certainly blast it out there. I will also say that when plans go along, like 50% of the plans are ready, those plans will go to the Council for review as we did with the prior plans."

CM Hernandez added, "I like social media but not social media for community updates or community discussions. Things could get very tangled up. So, it would be nice that we do have messaging coming from the City. We need to make sure we have one (1) message going out." Mayor Julian said, "If approved, the designs will come out, in terms of working with AGD to look at the specifics of the plans. Like what was mentioned, there's no delineation from the performing arts side of things. It's still going to be functional to be able to do the performing arts side of what was planned and what the community wanted. By the way, the paperwork you just submitted on the recreation side, it's noted that the Royal Theatre is one of the projects that stood out that the community should have."

Requests to Speak

Mira Beyeler: I actually have a couple of clarifying questions that I realize may not be answered here that are really important. There's a ton of information for the public to try to digest. There's a lot of numbers and a lot of figures. I don't feel that this information, I really don't feel like what's shared with the public can be digested in the amount of time given, which for this case was one (1) week when the agenda was posted online to this meeting. And, as you can see by the amount of people in the audience, there might be more interest if there was an easier way for people to understand the information that they're being given.

Some of the questions are just...these figures are all over the place. They're hard to understand, and there's not a ton of background information from where they come from. Some of my questions are, Is there a reason that one bid of the bids from November 2023 is \$500K less than a bid given a year later, considering inflation. Was it the same company that did those bids? Was it a different bid? One of my other questions is where did the total project cost of \$16.8million come from for the original three-story building? And where did it come from that the cost for the new project would be for \$5.4million less than that? So, is that the \$3million for the two (2) projects to go to the audio-visual and the kitchen, in addition to the \$2million of the decrease in the actual project plan? There's not a ton of detail on what that \$1.5million for audio-visual would be and what increases that would

cost, like wiring and that type of stuff, if you could raise the funds later and have to go back and implement that.

An additional question. Considering that the bid, the estimate was around \$11 million at its highest, and the actual bid was \$14.3million, which I understand there was a quick turnaround and maybe some of the bids could come in lower. What is the contingency plan if you go out for a lower one, and you still get that it's \$2million more than what you were expecting, therefore, increasing the amount of funds that you have to then raise by the City.

I also just want to bring up that I totally understand that I think having a capital campaign is easier said than done. At this point, it's been almost a full calendar year of not doing that. The timing is so crucial. I know it's probably a conflict of interest for me, personally, because I obviously have a vested interest of the potential operation for it, but I do want to really stress to the Council that either choosing an existing community organization, whether that's the Recreation Commission or the CAC, the newly formed non-profit, I think that having an oversight committee to really delve into this moving forward is really crucial to the success of the project. Having an oversight committee for the current management team is really important."

Mayor Julian said, "One of the things you know is that nobody applied for the management position. So, we're not dealing with the management position with this. You're right. Given that there were no applications for the management side, we talked to a few individuals. We had a zoom with PCPA Theatre, Granada Theatre, the theatre in Lompoc manager, and some other folks...they basically said the same thing. You need to work on a relationship with whoever wants to manage it. Because if we're asking for a ton of money upfront, it's going to be difficult to do. So, right now we're not talking about that, but I think you're right when it comes to, both what Christina said, to let people know what's going on and also on the management side. Because there's...we haven't brought that back to the table yet, but it's one that needs to be brought back, in terms of the management side."

Ms. Beyeler said, "I totally understand that. My main concern is that I do think those two (2) pieces are connected with each other. Again, some of this shortfall is going to then become a partnership between the future operator and the City to raise those additional funds to do all the things that the performing arts center is made to do. And I think, again, it's a very quick turnaround time even if it's two (2) years of construction. Yes, getting the doors open is incredibly important and creating a sustainable path for having this successful for generations to come is equally as important. I think those pieces are connected to each other...the information piece is also connected."

Mayor Julian said, " We need to have a building to be able to do anything. So, first of all, you need to have that building. Then looking at the management side of things. They're connected, but if we don't have the money to build it, it's a wash. Nobody gets anything. You mentioned a bunch of numbers here. I couldn't follow that. Did anyone else follow it? I don't know if Janice or Tom followed it."

Mr. Brandeberry said, "I do want to clarify something. They were not bids in multiple years. We had cost estimates in multiple years. Those cost estimates are based on...I believe we had four (4) cost estimates. The last one was actually for the single-story project. We've had three (3) bids on the multi-story project. The highest was high, because it was in the middle of Covid. The price was significantly higher. The last one was the lowest, again, probably because it was further away from

Covid. Those bids also included contingencies. Yes, those numbers appear to be low. The cost estimates originally were done as part of AGD's design scope of work. They hired a construction estimator to do the work. The construction estimator gave the second one. Then the City went out and procured a new construction estimator for the last of the three-story building. They vary over time because of 1) two different estimators, and 2) the times that those estimates were done."

Mr. Brandeberry continued saying, "Estimates are guesses, and we need bids to know for sure. Even if we raise \$3million in a capital campaign, we won't know what it will actually cost until we get bid in. This is one of the reasons why you need to have alternates in the bid process, so that you can remove items to allow the contract to be signed and the construction to start, and then find sources for funds for the items that we can build."

Ms. Beyeler said, "I totally understand all of that. I think my main point is that this is a large amount of information, and it's hard to follow what is and what is not included in some of these cost estimates. I think it's important that it's written in a way that everyone can digest it. Then the community members who are interested in partnering with the City, when the time comes, to assist in raising funds, have a full sense what the need is, or close to it." Mr. Brandeberry said, "The community is not going to know the full sense until we have a bid." City Attorney Sinco added, "Which is fine. Then we will be able to provide that information that she's asking for in a comprehensible package. I think that that's an excellent suggestion, and we will do that."

The mayor said, "I know AGD and everybody else who's been on it, engineers, asbestos people on it, and quite a few inspectors on it, our staff going in and out of that, there's a lot of background information, in terms of what's going on. Like Philip said, 'We know there's the bid coming in.' For sure, we can't do \$14.3million. It's too expensive. Given what AGD is saying, the project will not be denigrated in any way, in terms of the redo of the building that you see on the schematic there and also in the staff report."

Ms. Beyeler said, "I guess my last follow-up to that point is that I do think the loss of the commercial kitchen and the loss of the audio-visual in the amount of \$3million is a change in the scope." Mr. Brandeberry said, "The audio-visual and commercial kitchen does not cost near \$3million." Ms. Beyeler said, "I thought it was said earlier that each of these cost \$1.5million each." City Attorney Sinco said, "That was my mistake. It's \$1.5million for the two (2) alternatives together. We're \$3million short. We have \$1.5million in alternatives. That still leaves \$1.5million minimum for us raise minimum for the original design, but with the new design, we save that \$1.5million which allows us to proceed without the alternatives which we definitely want to do. But we'll have time to do that. While the building is being built, from 2025 to 2027, we'll be having a capital campaign raising money. We'll then be able to schedule those jobs later. That's the plan. I hope. We're really desperate with time deadlines trying to get everything lined up so we have a project that's viable so we can get our funding sources and move forward, check all the boxes. We just need to keep moving, one step at a time."

Melanie Backer: This has all been very helpful. How much is needed for AGD to do the ... City Attorney Sinco said, "The extra work? Less than \$200K" Mr. Brandeberry added, "\$168K." City Attorney Sinco then said, "\$168K because there's some work that's involved in the previous contract." Ms. Backer continued saying, "With audio-visual and sound being so important, also gathering incredible talent, incredible people that we want to come to Guadalupe, is your plan to keep fundraising while the

walls are being built, so you can shove in that stuff...so, obviously, an operator getting it later having to undo the walls, it's going to be a fiasco. Again, with this whole capital campaign, again, communication... I agree with Christina (CM Hernandez), it'd be great to get deadlines. I'll take them to GBA (Guadalupe Business Association) just so people know.

Mayor Julian interjected, "But we need to take them to the whole community. The community is made up of everybody, not just the GBA." Ms. Backer said, "Yes, sir, I know. It's just that...I found out about this meeting on Friday. Again, everything is happening really quickly. And a capital campaign, I really hope that the public and we can be involved, too. We have sources, and our hands have been tied since I found out about it. It's very frustrating."

Mayor Julian said, "You've seen on Facebook where people say that we don't need this building." Ms. Backer said, "Yes, but I have funding sources that..." They mayor said, "The thing is, we're moving forward with this." Mr. Bodem said, "If you have funds, by all means..." Ms. Backer said, "I don't have the paperwork. The paperwork is so..." Then Mr. Brandeberry said, "If I can say one other thing, in regard to the audio-visual and the commercial kitchen, those were alternatives in the original design. Alternatives haven't even been determined in the new design. We haven't even started the new design. So, don't assume that the audio-visual and the commercial kitchen will be the alternates in this new design if it's approved by Council. Secondly, I've offered my time to any organization, and this is known, to meet in those organization to give project updates. That is still available any time." Ms. Backer said, "I've not heard that. And I like the package idea. Thank you, Phil."

The topic was brought back to the Council for any further discussion. CM Furness said, "I just appreciate those who came to discuss this tonight. I'll only speak for myself...we have the same vision for what we want in this community. I'd like to note that I have some background with construction projects. I've learned, but I'm not an expert on certain things. I can attest to the amount of work that's gone into the plans, the budget...just to put an RFP out in this size and how that works. Part of me trusts the experts in their respective fields knowing that they have the same goal as I'd like to see. It took me a little time to digest the numbers, too, and I got the agenda the same time that you did. I can relate to that, as well. But I know that the numbers aren't just thrown on paper. They are scrutinized and looked over and discussed at length by those who are paid to do it. We hire the professionals to work on this project."

CM Furness continued saying, "Although I would love to see the big grand building that we had planned, I do want to see this project move forward. I don't think that at this stage of the project that we're losing much of the functionality we had hoped for. So that's my opinion. I just want to say thank you again for coming out. We're on the same page. I put the work into discussing capital campaigns on my own time, so, I can agree that we can be a little bit more communicative with the public, but, again, I know there's been a lot of non-stop work on this, and I appreciate those who worked on this."

Mayor Julian said, "I think that if and when we approve this redesign, we're going to find that individuals will be more than willing to...you eat an elephant one bite at a time. Maybe we can just have a little guinea pig to eat one bite at a time, and not the whole elephant. This will allow us to reach fruition to get this project done."

Mayor Julian said, "There are two (2) resolutions here." City Attorney Sinco said, "The resolution includes the ratification, so there's only the one resolution."

Motion was made by Council Member Hernandez and seconded by Council Member Furness to approve Resolution No. 2024-61 which approves Amend No. 4 to the agreement for services between the City of Guadalupe and Andrew Goodwin Designs and to authorize staff to continue seeking Economic Development Administration (EDA) approval of the redesign.

Prior to calling for a roll call on the motion, Mayor Julian said, "Thank you audience of two for being up there. I think you're right. There are times I'm asked to sign something. Just like today. It had to go to EDA today. That's happened twice in the last couple of days where EDA required information at the last minute. Phil, I know that you've been working on some items, so has Todd. There's a lot of people behind this effort."

Roll Call: Ayes: 5 Nos: 0 5-0 Motion passed.

13. FUTURE AGENDA ITEMS

Todd Bodem:

-ARPA Spreadsheet/Reallocation of Funds – future meeting

-Integrity Planning: Contract Renewal – October 22nd

-Eikhof Design Group: Contract Renewal – October 22nd

14. ANNOUNCEMENTS – COUNCIL ACTIVITY/COMMITTEE REPORTS

Mayor Julian:

-A letter was received from Senator Limón's office. At 10:00 a.m. on Wednesday, October 9th, at the Dunes Center, there will be a check presentation of \$1.6million for environmental projects in Guadalupe and Lompoc. The Senator will be presenting the check to the Community Environmental Council for the Regional Climate Collaborative.

-Mayors Bash, which previously was the 'Mayors Ball', is a special occasion to honor the five (5) mayors in the region and celebrate the incredible communities of Santa Maria, Guadalupe, Lompoc, Buellton and Solvang. Proceeds from the bash will support vital county-wide program focusing on literacy, and will go to Literacy 2.0 Initiative, Dolly Parton's Imagination Library, Ready4K & Beyond, Sammy Rabbit's Money School, and Total 4 Tomorrow Savings Challenge. It was good. There were a lot of major sponsors for the event.

CM Hernandez:

Mary Buren is having a fall festival fundraiser on October 18th from 5:00 p.m. to 7:00 p.m. There will be different vendors there. The mobile farmers' market will be there. Food will be sold. Tickets are \$5.00 each.

15. ADJOURNMENT

Motion was made by Council Member Hernandez and seconded by Council Member Furness to adjourn the meeting. 5-0 Motion passed. Meeting adjourned at 7:22 p.m.

Prepared by:

Approved by:

Amelia M. Villegas, City Clerk

Ariston Julian, Mayor



REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 22, 2024

Dayanira Cruz

Todd Bodem

Prepared by:
Dayanira Cruz, Engineering Technician

Approved by:
Todd Bodem, City Administrator

SUBJECT: Adoption of Guadalupe/SMOOTH Drug & Alcohol Testing Program Manual

RECOMMENDATION:

That the City Council approve and adopt a revised drug and alcohol testing program manual for the City of Guadalupe’s transit operations and administration and authorize the Mayor and City Administrator to execute an Adoption Certification on behalf of the City.

BACKGROUND:

The Federal Transit Administration (FTA) mandated Drug and Alcohol Testing Program was audited in California during the period of 8/12/2024 to 8/16/2024. One particular finding daylighted by the audit team was that the Caltrans 5311 program needs all 5311 subrecipients to update, adopt, and distribute compliant drug and alcohol policies.

The Rural Transit Assistance Program (RTAP) at Caltrans contracted with the California Association for Coordinated Transportation (CalACT) and they subcontracted to a third party to provide drug and alcohol program technical assistance. CalACT and its contractor helped to ensure Caltrans subrecipient compliance with the FTA Drug and Alcohol Program rules as defined. That contract expired in April of 2022, and Caltrans is currently requesting proposals for the next Drug and Alcohol Oversight and Technical Assistance contract.

Since the prior contract’s termination there have been several changes to 49 Code of Federal Regulations (CFR) Part 40 that mandate the need for changes to locally adopted drug and alcohol policies.

DISCUSSION:

As the transit contractor for the City of Guadalupe’s transit operations and administration, SMOOTH, Inc. maintains a Drug and Alcohol Program Testing Program Manual and testing procedures that covers all “Safety Sensitive” employees (drivers, office staff and mechanics) who may be assigned to Guadalupe transit duties. This testing manual is reviewed periodically by Caltrans, the transit oversight administrator for California Department of Transportation (DOT).

The California DOT and the FTA require that all substantive changes/revisions to drug and alcohol testing program manuals are reviewed and formally adopted by the appropriate governing body, in this case, both the Guadalupe City Council and the SMOOTH Boards of Directors. SMOOTH staff revised its manual to be in compliance with 49 CFR Part 40. The SMOOTH Board adopted the revised manual during their October 2, 2024, meeting.

The revised Guadalupe/SMOOTH Drug & Alcohol Testing Manual is hereby offered for Council adoption.

FINANCIAL IMPACT:

There are no fiscal impacts that will result from the requested adoption of this manual.

ATTACHMENTS:

1. Guadalupe/SMOOTH Drug & Alcohol Policy, as revised
2. Adoption Certification



**City of Guadalupe
918 Obispo Street
Guadalupe, CA. 93434**



**GUADALUPE TRANSIT and SMOOTH, Inc.
FTA-DOT / FMCSA Drug & Alcohol Testing Policy
Effective 12/1/2024**

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DRUG AND ALCOHOL TESTING POLICY
GUADALUPE TRANSIT / SMOOTH, INC.
Adopted as of 12/01/2024

A. PURPOSE

- 1) The **GUADALUPE TRANSIT / SMOOTH, INC.** provides public transit and paratransit services for the residents of **the City of Guadalupe, CA and the Central Coast of California**. Part of our mission is to ensure that this service is delivered safely, efficiently, and effectively by establishing a drug and alcohol-free work environment, and to ensure that the workplace remains free from the effects of drugs and alcohol in order to promote the health and safety of employees and the general public. In keeping with this mission, **GUADALUPE TRANSIT / SMOOTH, INC.** declares that the unlawful manufacture, distribution, dispense, possession, or use of controlled substances or misuse of alcohol is prohibited for all employees.
- 2) Additionally, the purpose of this policy is to establish guidelines to maintain a drug and alcohol-free workplace in compliance with the Drug-Free Workplace Act of 1988, and the Omnibus Transportation Employee Testing Act of 1991. Covered employees shall abide by the terms of this policy statement as a condition of employment. This policy is intended to comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs in the transit industry. Specifically, the Federal Transit Administration (FTA) of the U.S. Department of Transportation has published 49 CFR Part 655, as amended, that mandates drug and alcohol testing for safety-sensitive positions, and prohibits performance of safety-sensitive functions when there is a positive test result, or a refusal to test. The U. S. Department of Transportation (USDOT) has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of specimens for drug and alcohol testing.
- 3) Any provisions set forth in this policy that are included under the sole authority of **SMOOTH, INC.** and are not provided under the authority of the above named Federal regulations are underlined. Tests conducted under the sole authority of **SMOOTH, INC.** will be performed on non-USDOT forms and will be separate from USDOT testing in all respects.

B. APPLICABILITY

This Drug and Alcohol Testing Policy applies to all safety-sensitive employees (full- or part-time) when performing safety sensitive duties. See Attachment A for a list of employees and the authority under which they are included.

A safety-sensitive function is operation of public transit service including the operation of a revenue service vehicle (whether or not the vehicle is in revenue

service), maintenance of a revenue service vehicle or equipment used in revenue service, security personnel who carry firearms, persons controlling the dispatch or movement of revenue service vehicles and any transit employee who operates a non-revenue service vehicle that requires a Commercial Driver's License to operate. Maintenance functions include the repair, overhaul, and rebuild of engines, vehicles and/or equipment used in revenue service. A list of safety-sensitive positions who perform one or more of the above mentioned duties is provided in Attachment A. Supervisors are only safety sensitive if they perform one of the above functions. Volunteers are considered safety sensitive and subject to testing if they are required to hold a CDL, or receive remuneration for service in excess of actual expense.

C. DEFINITIONS

Accident: An occurrence associated with the operation of a vehicle even when not in revenue service, if as a result:

- a. An individual dies;
- b. An individual suffers a bodily injury and immediately receives medical treatment away from the scene of the accident; or,
- c. One or more vehicles incur disabling damage as the result of the occurrence and is transported away from the scene by a tow truck or other vehicle. For purposes of this definition, *disabling damage* means damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

Adulterated specimen: A specimen that has been altered, as evidenced by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

Alcohol: The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols contained in any beverage, mixture, mouthwash, candy, food, preparation or medication.

Alcohol Concentration: Expressed in terms of grams of alcohol per 210 liters of breath as indicated by a breath test under 49 CFR Part 40.

Aliquot: A fractional part of a specimen used for testing, It is taken as a sample representing the whole specimen.

Alternate specimen: An authorized specimen, other than the type of specimen previously collected or attempted to be collected.

Canceled Test: A drug or alcohol test that has a problem identified that cannot be or has not been corrected, or which is cancelled. A canceled test is neither positive nor negative.

Collection Site: A place selected by the employer where employees present themselves for the purpose of providing a specimen for a drug test.

Confirmatory Drug Test: A second analytical procedure performed on a different aliquot of the original specimen to identify and quantify a specific drug or drug metabolite.

Confirmatory Validity Test: A second test performed on a different aliquot of the original urine specimen to further support a validity test result.

Covered Employee Under FTA Authority: An employee who performs a safety-sensitive function including an applicant or transferee who is being considered for hire into a safety-sensitive function (See Attachment A for a list of covered employees).

Cutoff: The analytical value (e.g., drug or drug metabolite concentration) used as the decision point to determine a result (e.g., negative, positive, adulterated, invalid, or substituted) or the need for further testing.

Designated Employer Representative (DER): An employee authorized by the employer to take immediate action to remove employees from safety-sensitive duties and to make required decisions in testing. The DER also receives test results and other communications for the employer, consistent with the requirements of 49 CFR Parts 40 and 655.

DOT, The Department, DOT Agency: These terms encompass all DOT agencies, including, but not limited to, the Federal Aviation Administration (FAA), the Federal Railroad Administration (FRA), the Federal Motor Carrier Safety Administration (FMCSA), the Federal Transit Administration (FTA), the National Highway Traffic Safety Administration (NHTSA), the Pipeline and Hazardous Materials Safety Administration (PHMSA), and the Office of the Secretary (OST). For purposes of 49 CFR Part 40, the United States Coast Guard (USCG), in the Department of Homeland Security, is considered to be a DOT agency for drug testing purposes. These terms include any designee of a DOT agency.

Dilute specimen: A urine specimen with creatinine and specific gravity values that are lower than expected for human urine.

Disabling damage: Damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

Employee: Any person who is designated in a DOT agency regulation as subject to drug testing and/or alcohol testing. The term includes individuals currently performing safety-sensitive functions designated in DOT agency regulations and applicants for employment subject to pre-employment testing. For purposes of drug testing under 49 CFR Part 40, the term employee has the same meaning as the term “donor” as found on CCF and related guidance materials produced by the Department of Health and Human Services.

Evidential Breath Testing Device (EBT): A device approved by the NHTSA for the evidential testing of breath at the 0.02 and the 0.04 alcohol concentrations, and appears on ODAPC’s Web page for “Approved Evidential Breath Measurement Devices” because it conforms with the model specifications available from NHTSA.

Initial Drug Test: The first test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

Initial Specimen Validity Test: The first test used to determine if a specimen is adulterated, diluted, substituted, or invalid

Invalid Result: The result reported by an HHS-certified laboratory in accordance with the criteria established by the HHS when a positive, negative, adulterated, or substituted result cannot be established for a specific drug or specimen validity test.

Laboratory: Any U.S. laboratory certified by HHS under the National Laboratory Certification Program as meeting the minimum standards of HHS; or, in the case of foreign laboratories, a laboratory approved for participation by DOT under 49 CFR Part 40.

Limit of Detection (LOD): The lowest concentration at which the analyte (e.g., drug or drug metabolite) can be identified.

Limit of Quantification (LOQ): For quantitative assays, the lowest concentration at which the identity and concentration of the analyte (e.g., drug or drug metabolite) can be accurately established.

Medical Review Officer (MRO): A licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by the drug testing program who has knowledge of substance abuse disorders, and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result, together with his/her medical history, and any other relevant bio-medical information.

Negative Dilute: A drug test result which is negative for the five drug/drug metabolites but has creatinine and specific gravity values that are lower than expected for human urine.

Negative result: The result reported by an HHS-certified laboratory to an MRO when a specimen contains no drug or the concentration of the drug is less than the cutoff concentration for the drug or drug class and the specimen is a valid specimen. An alcohol concentration of less than 0.02 BAC is a negative test result.

Non-negative specimen: A specimen that is reported as adulterated, substituted, positive (for drug(s) or drug metabolite(s)), or invalid.

Oral Fluid Specimen: A specimen that is collected from an employee's oral cavity and is a combination of physiological fluids produced primarily by the salivary glands. An oral fluid specimen is considered to be a direct observation collection for all purposes of 49 CFR Part 40, as amended.

Performing (a safety-sensitive function): A covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.

Positive result: The result reported by an HHS- Certified laboratory when a specimen contains a drug or drug metabolite equal or greater to the cutoff concentrations.

Primary specimen: In drug testing, the specimen bottle that is opened and tested by a first laboratory to determine whether the employee has a drug or drug metabolite in his or her system; and for the purpose of specimen validity testing. The primary specimen is the portion of the donor's subdivided specimen designated as the primary ("A") specimen by the collector to distinguish it from the split ("B") specimen, as defined in 49 CFR Part 40, as amended.

Prohibited drug: Identified as marijuana, cocaine, opioids, amphetamines, or phencyclidine as specified in 49 CFR Part 40, as amended.

Reconfirmed: The result reported for a split (Bottle B) specimen when the second HHS-certified laboratory corroborates the original result reported for the primary (Bottle A) specimen.

Rejected for Testing: The result reported by an HHS- Certified laboratory when no tests are performed for specimen because of a fatal flaw or a correctable flaw that has not been corrected.

Revenue Service Vehicles: All transit vehicles that are used for passenger transportation service.

Safety-sensitive functions: Employee duties identified as:

- (1) The operation of a transit revenue service vehicle even when the vehicle is not in revenue service.
- (2) The operation of a non-revenue service vehicle by an employee when the operation of such a vehicle requires the driver to hold a Commercial Drivers License (CDL).
- (3) Maintaining a revenue service vehicle or equipment used in revenue service.
- (4) Controlling dispatch or movement of a revenue service vehicle and
- (5) Carrying a firearm for security purposes.

Specimen: Fluid, breath, or other material collected from an employee at the collection site for the purpose of a drug or alcohol test.

Specimen Bottle: The bottle that, after being sealed and labeled according to the procedures in 49 CFR Part 40, is used to hold a primary (“A”) or split (“B”) specimen during the transportation to the laboratory. In the context of oral fluid testing, it may be referred to as a “vial,” “tube,” or “bottle.”

Split Specimen: In drug testing, the specimen that is sent to a first laboratory and stored with its original seal intact, and which is transported to a second laboratory for retesting at the employee’s request following MRO verification of the primary specimen as positive, adulterated or substituted.

Split specimen collection: A collection in which the single specimen collected is divided into two separate specimen bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).

Substance Abuse Professional (SAP): A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family

therapist, or drug and alcohol counselor (certified by an organization listed at <https://www.transportation.gov/odapc/sap>) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

Substituted specimen: An employee's specimen not consistent with a normal human specimen, as determined by HHS (e.g., a urine specimen, with creatinine and specific gravity values that are so diminished, or so divergent that they are not consistent with normal human urine).

Test Refusal: The following are considered a refusal to test if the employee:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
- (2) Fail to remain at the collection site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to attempt to provide a specimen. An employee who does not provide a specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine collection in a drug test, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient quantity of specimen without a valid medical explanation.
- (6) Fail or decline to take an additional test as directed by the collector or the employer for drug testing.
- (7) Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine collection .
- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- (13) Fail to remain readily available following an accident.
- (14) As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

Undiluted (neat) oral fluid: An oral fluid specimen to which no other solid or liquid has been added. For example: A collection device that uses a diluent (or other component, process, or method that modifies the volume of the testable specimen) must collect at least 1 mL of undiluted (neat) oral fluid.

Urine specimen: Urine collected from an employee at the collection site for the purpose of a drug test.

Vehicle: A bus, electric bus, van, automobile, rail car, trolley car, trolley bus, or vessel. A public transit vehicle is a vehicle used for public transportation or for ancillary services.

Verified negative test: A drug test result reviewed by a medical review officer and determined to have no evidence of prohibited drug use at or above the minimum cutoff levels established by the Department of Health and Human Services (HHS).

Verified positive test: A drug test result reviewed by a medical review officer and determined to have evidence of prohibited drug use at or above the minimum cutoff levels specified in 49 CFR Part 40 as revised.

Validity testing: The evaluation of the specimen to determine if it is consistent with normal human urine or oral fluid. Specimen validity testing will be conducted on all specimens provided for testing under DOT authority. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the specimen, if the specimen was diluted, or if the specimen was altered.

D. EDUCATION AND TRAINING

- 1) Every covered employee will receive a copy of this policy and will have ready access to the corresponding federal regulations including 49 CFR Parts 655 and 40, as amended. In addition, all covered employees will undergo a minimum of 60 minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use on personal health, safety, and the work environment. The training also includes manifestations and behavioral cues that may indicate prohibited drug use.
- 2) All supervisory personnel or company officials who are in a position to determine employee fitness for duty will receive 60 minutes of reasonable suspicion training on the physical, behavioral, and performance indicators of probable drug use and 60 minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

E. PROHIBITED SUBSTANCES

- 1) Prohibited substances addressed by this policy include the following.

- a. Illegally Used Controlled Substance or Drugs Under the Drug-Free Workplace Act of 1988 any drug or any substance identified in Schedule I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812), and as further defined by 21 CFR 1308.11 through 1308.15 is prohibited at all times in the workplace unless a legal prescription has been written for the substance. This includes, but is not limited to: marijuana, amphetamines, opioids, phencyclidine (PCP), and cocaine, as well as any drug not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs. It is important to note that the use of marijuana in any circumstances remains completely prohibited for any safety-sensitive employee subject to drug testing under USDOT regulations. The use of marijuana in any circumstance (including under state recreational and/or medical marijuana laws) by a safety-sensitive employee is a violation of this policy and a violation of the USDOT regulation 49 CFR Part 40, as amended.

Federal Transit Administration drug testing regulations (49 CFR Part 655) require that all employees covered under FTA authority be tested for marijuana, cocaine, amphetamines, opioids, and phencyclidine as described in this policy. Illegal use of these five drugs is prohibited at all times and thus, covered employees may be tested for these drugs anytime that they are on duty.

- b. Legal Drugs: The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to a **GUADALUPE TRANSIT / SMOOTH, INC.** supervisor and the employee is required to provide a written release from his/her doctor or pharmacist indicating that the employee can perform his/her safety-sensitive functions.
- c. Alcohol: The use of beverages containing alcohol (including mouthwash, medication, food, candy) or any other substances containing alcohol in a manner which violates the conduct listed in this policy is prohibited.

F. PROHIBITED CONDUCT

- 1) Illegal use of the drugs listed in this policy and as defined in 49 CFR Part 40, as amended is prohibited at all times. All covered employees are

prohibited from reporting for duty or remaining on duty if they have used a prohibited drug as defined in 49 CFR Part 40, as amended.

- 2) Each covered employee is prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. The covered employee will subsequently be relieved of his/her on-call responsibilities and subject to discipline for not fulfilling his/her on-call responsibilities.
- 3) The Transit Department shall not permit any covered employee to perform or continue to perform safety-sensitive functions if it has actual knowledge that the employee is using alcohol
- 4) Each covered employee is prohibited from reporting to work or remaining on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater regardless of when the alcohol was consumed.
 - a. An employee with a breath alcohol concentration which measures 0.02-0.039 is not considered to have violated the USDOT-FTA drug and alcohol regulations, provided the employee hasn't consumed the alcohol within four (4) hours of performing a safety-sensitive duty. However, if a safety-sensitive employee has a breath alcohol concentration of 0.02-0.039, USDOT-FTA regulations require the employee to be removed from the performance of safety-sensitive duties until:
 - i. The employee's alcohol concentration measures less than 0.02; or
 - ii. The start of the employee's next regularly scheduled duty period, but not less than eight hours following administration of the test.
- 5) No covered employee shall consume alcohol for eight (8) hours following involvement in an accident or until he/she submits to the post-accident drug/alcohol test, whichever occurs first.
- 6) No covered employee shall consume alcohol within four (4) hours prior to the performance of safety-sensitive job functions.
- 7) **GUADALUPE TRANSIT / SMOOTH, INC.**, under its own authority, also prohibits the consumption of alcohol at all times the employee is on duty, or anytime the employee is in uniform.

- 8) Consistent with the Drug-free Workplace Act of 1988, all **GUADALUPE TRANSIT / SMOOTH, INC.** employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of prohibited substances in the work place including transit system premises and transit vehicles.

G. DRUG STATUTE CONVICTION

Consistent with the Drug Free Workplace Act of 1998, all employees are required to notify the **GUADALUPE TRANSIT / SMOOTH, INC.** management of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. Failure to comply with this provision shall result in disciplinary action as defined in this policy.

H. TESTING REQUIREMENTS

- 1) Drug testing and alcohol testing will be conducted as required by 49 CFR Part 40 as amended. All employees covered under FTA authority shall be subject to testing prior to performing safety-sensitive duty, for reasonable suspicion, following an accident, and random as defined in this policy, and return to duty/follow-up.
- 2) A drug test can be performed any time a covered employee is on duty. A reasonable suspicion, random, or follow-up alcohol test can only be performed just before, during, or after the performance of a safety-sensitive job function. Under **SMOOTH, INC.** authority, a non-DOT alcohol test can be performed any time a covered employee is on duty.

All covered employees will be subject to drug testing and alcohol testing as a condition of ongoing employment with **GUADALUPE TRANSIT/SMOOTH, INC.** Any safety-sensitive employee who refuses to comply with a request for testing shall be removed from duty and subject to discipline as defined in this policy.

I. DRUG TESTING PROCEDURES

- 1) Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Service (HHS). All testing will be conducted consistent with the procedures set forth in 49 CFR Part 40, as amended. The procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedure, and the validity of the test result.

- 2) The drugs that will be tested for include marijuana, cocaine, opioids, amphetamines, and phencyclidine. After the identity of the donor is checked using picture identification, a urine and/or oral fluid specimen will be collected as described in 49 CFR Part 40, as amended. Each specimen will be accompanied by a DOT Custody and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at a HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary specimen. For those specimens that are not negative, a confirmatory test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the confirmatory test are at or above the minimum thresholds established in 49 CFR Part 40, as amended.
- 3) The test results from the HHS certified laboratory will be reported to a Medical Review Officer. A Medical Review Officer (MRO) is a licensed physician with detailed knowledge of substance abuse disorders and drug testing. The MRO will review the test results to ensure the scientific validity of the test and to determine whether there is a legitimate medical explanation for a confirmed positive, substitute, or adulterated test result. The MRO will attempt to contact the employee to notify the employee of the non-negative laboratory result, and provide the employee with an opportunity to explain the confirmed laboratory test result. The MRO will subsequently review the employee's medical history/medical records as appropriate to determine whether there is a legitimate medical explanation for a non-negative laboratory result. If no legitimate medical explanation is found, the test will be verified positive or refusal to test and reported to **GUADALUPE TRANSIT / SMOOTH, INC.** If a legitimate explanation is found, the MRO will report the test result as negative.
- 4) If the test is invalid without a medical explanation, a retest will be conducted under direct observation. Employees do not have access to a test of their split specimen following an invalid result.
- 5) Any covered employee who questions the results of a required drug test may request that the split sample be tested. The split sample test must be conducted at a second HHS-certified laboratory. The test must be conducted on the split sample that was provided by the employee at the same time as the primary sample. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee's request for a split sample test must be made to the Medical Review Officer within 72 hours of notice of the original sample verified test result. Requests after 72 hours will only be accepted at the discretion of the MRO if the delay was due to

documentable facts that were beyond the control of the employee. **GUADALUPE TRANSIT / SMOOTH, INC.** will ensure that the cost for the split specimen analysis is covered in order for a timely analysis of the sample, however **GUADALUPE TRANSIT / SMOOTH, INC.** will seek reimbursement for the split sample test from the employee.

6) If the analysis of the split specimen fails to confirm the presence of the drug(s) detected in the primary specimen, if the split specimen is not able to be analyzed, or if the results of the split specimen are not scientifically adequate, the MRO will declare the original test to be canceled.

7) Observed collections

a. Consistent with 49 CFR Part 40, as amended, collection under direct observation with no advance notice will occur if:

- i. The laboratory reports to the MRO that a specimen is invalid, and the MRO reports to **GUADALUPE TRANSIT / SMOOTH, INC.** that there was not an adequate medical explanation for the result;
- ii. The MRO reports to **GUADALUPE TRANSIT / SMOOTH, INC.** that the original positive, adulterated, or substituted test result had to be cancelled because the test of the split specimen could not be performed;
- iii. The laboratory reported to the MRO that the urine specimen was negative-dilute with a creatinine concentration greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL, and the MRO reported the urine specimen as negative-dilute and that a second collection must take place under direct observation (see §40.197(b)(1)).
- iv. The collector observes materials brought to the collection site or the employee's conduct clearly indicates an attempt to tamper with a specimen;
- v. The temperature on the original urine specimen was out of range (See §40.65(b)(5));
- vi. Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with (See §40.65(c)(1)).

- vii. All follow-up-tests; or
- viii. All return-to-duty tests

Urine collections that are required to be directly observed will be conducted by a person of the same gender as the donor as required by 49 CFR Part 40.67.

J. ALCOHOL TESTING PROCEDURES

- 1) Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). A list of approved EBTs can be found on ODAPC's Web page for "Approved Evidential Breath Measurement Devices". Alcohol screening tests may be performed using a non-evidential testing device (alcohol screening device (ASD)) which is also approved by NHTSA. A list of approved ASDs can be found on ODAPC's Web page for "Approved Screening Devices to Measure Alcohol in Bodily Fluids". If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test must occur on an EBT. The confirmatory test will be conducted no sooner than fifteen minutes after the completion of the initial test. The confirmatory test will be performed using a NHTSA-approved EBT operated by a trained BAT. The EBT will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EBT printout. The EBT printout, along with an approved alcohol testing form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private, confidential manner as required by 49 CFR Part 40, as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and validity of the test result.
- 2) A confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. The consequences of a positive alcohol test are described in this policy. Even though an employee who has a confirmed alcohol concentration of 0.02 to 0.039 is not considered positive, the employee shall still be removed from duty for at least eight hours or for the duration of the work day whichever is longer and will be subject to the consequences described in this policy. An alcohol concentration of less than 0.02 will be considered a negative test.

- 3) **GUADALUPE TRANSIT / SMOOTH, INC.** affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process. If at any time the integrity of the testing procedures or the validity of the test results is compromised, the test will be canceled. Minor inconsistencies or procedural flaws that do not impact the test result will not result in a cancelled test.
- 4) The alcohol testing form (ATF) required by 49 CFR Part 40 as amended, shall be used for all FTA required testing. Failure of an employee to sign step 2 of the ATF will be considered a refusal to submit to testing.

K. PRE-EMPLOYMENT TESTING

- 1) All applicants for covered transit positions shall undergo drug testing prior to performance of a safety-sensitive function.
 - a. All offers of employment for covered positions shall be extended conditional upon the applicant passing a drug test. An applicant will not be allowed to perform safety-sensitive functions unless the applicant takes a drug test with verified negative results.
 - b. An employee shall not be placed, transferred or promoted into a position covered under FTA authority or company authority until the employee takes a drug test with verified negative results.
 - c. If an applicant fails a pre-employment drug test, the conditional offer of employment shall be rescinded and the applicant will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals. Failure of a pre-employment drug test will disqualify an applicant for employment for a period of at least one year. Before being considered for future employment the applicant must provide the employer proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G. The cost for the assessment and any subsequent treatment will be the sole responsibility of the applicant.
 - d. When an employee being placed, transferred, or promoted from a non-covered position to a position covered under FTA authority or company authority submits a drug test with a verified positive result, the employee shall be subject to disciplinary action in accordance with this policy.

- e. If a pre-employment test is canceled, **GUADALUPE TRANSIT / SMOOTH, INC.** will require the applicant to take and pass another pre-employment drug test.
- f. In instances where a FTA covered employee does not perform a safety-sensitive function for a period of 90 consecutive days or more regardless of reason, and during that period is not in the random testing pool the employee will be required to take a pre-employment drug test under 49 CFR Part 655 and have negative test results prior to the conduct of safety-sensitive job functions.
- g. Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- h. Applicants are required (even if ultimately not hired) to provide **GUADALUPE TRANSIT / SMOOTH, INC.** with signed written releases requesting USDOT drug and alcohol records from all previous, USDOT-covered, employers that the applicant has worked for within the last two years. Failure to do so will result in the employment offer being rescinded. **GUADALUPE TRANSIT / SMOOTH, INC.** is required to ask all applicants (even if ultimately not hired) if they have tested positive or refused to test on a pre-employment test for a USDOT covered employer within the last two years. If the applicant has tested positive or refused to test on a pre-employment test for a USDOT covered employer, the applicant must provide **GUADALUPE TRANSIT / SMOOTH, INC.** proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G.

L. REASONABLE SUSPICION TESTING

- 1) All **GUADALUPE TRANSIT / SMOOTH, INC.** FTA covered employees will be subject to a reasonable suspicion drug and/or alcohol test when the employer has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. Reasonable suspicion shall mean that there is objective evidence, based upon specific, contemporaneous, articulable observations of the employee's appearance, behavior, speech or body odor that are consistent with possible drug use and/or alcohol misuse. Reasonable suspicion referrals must be made by one or more supervisors who are trained to detect the signs and symptoms of drug and alcohol use, and who reasonably concludes that an employee may be adversely affected or

impaired in his/her work performance due to possible prohibited substance abuse or alcohol misuse. A reasonable suspicion alcohol test can only be conducted just before, during, or just after the performance of a safety-sensitive job function. However, under **SMOOTH, INC.** authority, a non-DOT reasonable suspicion alcohol test may be performed any time the covered employee is on duty. A reasonable suspicion drug test can be performed any time the covered employee is on duty.

- 2) **GUADALUPE TRANSIT / SMOOTH, INC.** shall be responsible for transporting the employee to the testing site. Supervisors should avoid placing themselves and/or others into a situation which might endanger the physical safety of those present. The employee shall be placed on administrative leave pending disciplinary action described in this policy. An employee who refuses an instruction to submit to a drug/alcohol test shall not be permitted to finish his or her shift and shall immediately be placed on administrative leave pending disciplinary action as specified in this policy.
- 3) A written record of the observations which led to a drug/alcohol test based on reasonable suspicion shall be prepared and signed by the supervisor making the observation. This written record shall be submitted to the **GUADALUPE TRANSIT / SMOOTH, INC.**
- 4) When there are no specific, contemporaneous, articulable objective facts that indicate current drug or alcohol use, but the employee (who is not already a participant in a treatment program) admits the abuse of alcohol or other substances to a supervisor in his/her chain of command, the employee shall be referred for assessment and treatment consistent with this policy. **GUADALUPE TRANSIT / SMOOTH, INC.** shall place the employee on administrative leave in accordance with the provisions set forth under this policy. Testing in this circumstance would be performed under the direct authority of the **GUADALUPE TRANSIT / SMOOTH, INC.** **Since the employee self-referred to management, testing under this circumstance would not be considered a violation of this policy or a positive test result under Federal authority.** However, self-referral does not exempt the covered employee from testing under Federal authority as specified in this policy or the associated consequences.

M. POST-ACCIDENT TESTING

- 1) **FATAL ACCIDENTS** – A covered employee will be required to undergo drug and alcohol testing if they are involved in an accident with a transit vehicle, whether or not the vehicle is in revenue service at the time of the accident, that results in a fatality. This includes all surviving covered

employees that are operating the vehicle at the time of the accident and any other whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision.

- 2) NON-FATAL ACCIDENTS – A post-accident test of the employee operating the public transportation vehicle will be conducted if an accident occurs and at least one of the following conditions is met:
- a. The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident.
 - b. One or more vehicles incurs disabling damage as a result of the occurrence and must be transported away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision, will be tested.

As soon as practicable following an accident, as defined in this policy, the transit supervisor investigating the accident will notify the transit employee operating the transit vehicle and all other covered employees whose performance could have contributed to the accident of the need for the test. The supervisor will make the determination using the best information available at the time of the decision.

The appropriate transit supervisor shall ensure that an employee, required to be tested under this section, is tested as soon as practicable, but no longer than eight (8) hours of the accident for alcohol, and no longer than 32 hours for drugs. If an alcohol test is not performed within two hours of the accident, the Supervisor will document the reason(s) for the delay. If the alcohol test is not conducted within (8) eight hours, or the drug test within 32 hours, attempts to conduct the test must cease and the reasons for the failure to test documented.

Any covered employee involved in an accident must refrain from alcohol use for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test.

An employee who is subject to post-accident testing who fails to remain readily available for such testing, including notifying a supervisor of his or her location if he or she leaves the scene of the accident prior to submission to such test, may be deemed to have refused to submit to testing.

Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident, or to prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.

In the rare event that **GUADALUPE TRANSIT / SMOOTH, INC.** is unable to perform an FTA drug and alcohol test (i.e., employee is unconscious, employee is detained by law enforcement agency), **GUADALUPE TRANSIT / SMOOTH, INC.** may use drug and alcohol post-accident test results administered by local law enforcement officials in lieu of the FTA test. The local law enforcement officials must have independent authority for the test and the employer must obtain the results in conformance with local law.

N. RANDOM TESTING

- 1) All covered employees will be subjected to random, unannounced testing. The selection of employees shall be made by a scientifically valid method of randomly generating an employee identifier from the appropriate pool of safety-sensitive employees. Individuals who may be covered under company authority will be selected from a pool of non-DOT-covered individuals.
- 2) The dates for administering unannounced testing of randomly selected employees shall be spread reasonably throughout the calendar year, day of the week and hours of the day.
- 3) The number of employees randomly selected for drug/alcohol testing during the calendar year shall be not less than the percentage rates set each year by the FTA administrator. The current year testing rates can be viewed online at <https://www.transportation.gov/odapc/random-testing-rates>.
- 4) Each covered employee shall be in a pool from which the random selection is made. Each covered employee in the pool shall have an equal chance of selection each time the selections are made. Employees will remain in the pool and subject to selection, whether or not the employee has been previously tested. There is no discretion on the part of management in the selection.
- 5) Covered transit employees that fall under the Federal Transit Administration regulations will be included in one random pool maintained separately from the testing pool of non-safety-sensitive employees that are included solely under **SMOOTH, INC.** authority.

- 6) Random tests can be conducted at any time during an employee's shift for drug testing. Alcohol random tests can only be performed just before, during, or just after the performance of a safety sensitive duty. However, under SMOOTH, INC. authority, a non-DOT random alcohol test may be performed any time the covered employee is on duty. Testing can occur during the beginning, middle, or end of an employee's shift.
- 7) Employees are required to proceed immediately to the collection site upon notification of their random selection.

O. RETURN-TO-DUTY TESTING

GUADALUPE TRANSIT / SMOOTH, INC. will terminate the employment of any employee that tests positive or refuses a test as specified in this policy. However, in the rare event an employee is reinstated with court order or other action beyond the control of the transit system, the employee must complete the return-to-duty process prior to the performance of safety-sensitive functions. All covered employees who previously tested positive on a drug or alcohol test or refused a test, must test negative for drugs, alcohol (below 0.02 for alcohol), or both and be evaluated and released by the Substance Abuse Professional before returning to work. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol-free and there are no undue concerns for public safety. The SAP will determine whether the employee returning to duty will require a return-to-duty drug test, alcohol test, or both.

P. FOLLOW-UP TESTING

Covered employees that have returned to duty following a positive or refused test will be required to undergo frequent, unannounced drug and/or alcohol testing following their return-to-duty test. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-accident, reasonable suspicion and return-to-duty testing.

In the instance of a self-referral or a management referral, the employee will be subject to non-USDOT follow-up tests and follow-up testing plans modeled using

the process described in 49 CFR Part 40. However, all non-USDOT follow-up tests and all paperwork associated with an employee's return-to-work agreement that was not precipitated by a positive test result (or refusal to test) does not constitute a violation of the Federal regulations will be conducted under company authority and will be performed using non-DOT testing forms.

Q. RESULT OF DRUG/ALCOHOL TEST

- 1) Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be immediately removed from his/her safety-sensitive position, informed of educational and rehabilitation programs available, and will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals (SAP) for assessment, and will be terminated.
- 2) Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- 3) Refusal to submit to a drug/alcohol test shall be considered equivalent to a positive test result and a direct act of insubordination and shall result in termination and referral to a list of USDOT qualified SAPs. A test refusal is defined as any of the following circumstances:
 - a. Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
 - b. Fail to remain at the collection site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
 - c. Fail to attempt to provide a specimen. An employee who does not provide a specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
 - d. In the case of a directly-observed or monitored urine collection in a drug test, fail to permit monitoring or observation of your provision of a specimen.
 - e. Fail to provide a sufficient quantity of specimen without a valid medical explanation.
 - f. Fail or decline to take an additional test as directed by the collector or the employer for drug testing.
 - g. Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
 - h. Fail to cooperate with any part of the testing process.

- i. Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine collection.
 - j. Possess or wear a prosthetic or other device used to tamper with the collection process.
 - k. Admit to the adulteration or substitution of a specimen to the collector or MRO.
 - l. Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
 - m. Fail to remain readily available following an accident.
 - n. As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.
- 4) An alcohol test result of ≥ 0.02 to ≤ 0.039 BAC shall result in the removal of the employee from duty for eight hours or the remainder of the work day whichever is longer. The employee will not be allowed to return to safety-sensitive duty for his/her next shift until he/she submits to a NONDOT alcohol test with a result of less than 0.02 BAC.
- 5) In the instance of a self-referral or a management referral, disciplinary action against the employee shall include:
- a. Mandatory referral for an assessment by an employer approved counseling professional for assessment, formulation of a treatment plan, and execution of a return-to-work agreement;
 - b. Failure to execute, or remain compliant with the return-to-work agreement shall result in termination from **GUADALUPE TRANSIT / SMOOTH, INC.** employment.
 - i. Compliance with the return-to-work agreement means that the employee has submitted to a drug/alcohol test immediately prior to returning to work; the result of that test is negative; the employee is cooperating with his/her recommended treatment program; and, the employee has agreed to periodic unannounced follow-up testing as described in this policy; however, all follow-up testing performed as part of a return-to-work agreement required under this policy is under the sole authority of **SMOOTH, INC.** and will be performed using non-DOT testing forms.
 - c. Refusal to submit to a periodic unannounced follow-up drug/alcohol test shall be considered a direct act of insubordination and shall result in termination. **All tests conducted as part of the return-to-work agreement will be conducted under company authority and will be performed using non-DOT testing forms.**
 - d. **A self-referral or management referral to the employer's counseling professional that was not precipitated by a positive**

test result does not constitute a violation of the Federal regulations and will not be considered as a positive test result in relation to the progressive discipline defined in this policy.

- e. Periodic unannounced follow-up drug/alcohol testing conducted as a result of a self-referral or management referral which results in a verified positive shall be considered a positive test result in relation to the progressive discipline defined in this policy.
 - f. A Voluntary Referral does not shield an employee from disciplinary action or guarantee employment with **GUADALUPE TRANSIT / SMOOTH, INC.**
 - g. A Voluntary Referral does not shield an employee from the requirement to comply with drug and alcohol testing.
- 6) Failure of an employee to report within five days a criminal drug statute conviction for a violation occurring in the workplace shall result in termination.

R. GRIEVANCE AND APPEAL

The consequences specified by 49 CFR Part 40.149 (c) for a positive test or test refusal is not subject to arbitration.

S. PROPER APPLICATION OF THE POLICY

GUADALUPE TRANSIT / SMOOTH, INC. is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore, supervisors/managers are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor/manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action, up to and including termination.

T. INFORMATION DISCLOSURE

- 1) Drug/alcohol testing records shall be maintained by the **GUADALUPE TRANSIT / SMOOTH, INC.** Drug and Alcohol Program Manager and, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.
- 2) The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment

calibration records, and records of laboratory certifications. Employees may not have access to SAP follow-up testing plans.

- 3) Records of a verified positive drug/alcohol test result shall be released to the Drug and Alcohol Program Manager, and other transit system management personnel on a need-to-know basis.
- 4) Records will be released to a subsequent employer only upon receipt of a written request from the employee.
- 5) Records of an employee's drug/alcohol tests shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test. The records will be released to the decision maker in the proceeding.
- 6) Records will be released to the National Transportation Safety Board during an accident investigation.
- 7) Information will be released in a criminal or civil action resulting from an employee's performance of safety-sensitive duties, in which a court of competent jurisdiction determines that the drug or alcohol test information is relevant to the case and issues an order to the employer to release the information. The employer will release the information to the decision maker in the proceeding with a binding stipulation that it will only be released to parties of the proceeding.
- 8) Records will be released to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.
- 9) Records will be released if requested by a Federal, state or local safety agency with regulatory authority over **GUADALUPE TRANSIT / SMOOTH, INC.** or the employee.
- 10) If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 as amended, necessary legal steps to contest the issuance of the order will be taken
- 11) In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.



ADMINISTRATION DEPARTMENT

City of Guadalupe
918 Obispo Street
P.O. Box 908
Guadalupe, CA 93434
Tel (805) 356-3891
Fax (805) 343-5512

ADOPTION CERTIFICATION

The Guadalupe Transit and SMOOTH, Inc. Drug and Alcohol Testing Program Manual, as revised, was adopted by the City Council of Guadalupe, during the regular Council meeting, October 22, 2024 at the Guadalupe City Council Chambers, 918 Obispo Street, Guadalupe, CA 93434.

Following a MOTION by _____, a SECOND by _____ and Council

discussion, _____ Votes in FAVOR, _____ Votes AGAINST,

and _____ Votes ABSTAINING were received.

Attested to by:

Council Member / Office

Date

Staff Member / Office

Date

This Policy was adopted by the **SMOOTH, Inc. Board of Directors** at a regular meeting of this board on October 2, 2024.

Motion Made by: Jose Nicholas, Board Member

Motion Seconded by: Cindy Bixby, Board Member

Votes in favor: 9

Votes opposed: 0

Abstentions: 0

Attested By [Signature], Date 10-2-24
Board Officer

Attested By [Signature], Date 10/2/24
Board Officer

Attachment A

<u>Job Title</u>	<u>Job Duties</u>	<u>Testing Authority</u>
Driver	Vehicle Operator/Driver	FTA/DOT - FMCSA
Opener/Closer	Dispatcher/Driver	FTA/DOT - FMCSA
Driver Trainer	Training/Driver	FTA/DOT - FMCSA
Route Specialist	Training/Driver	FTA/DOT - FMCSA
Fleet Mechanic	Vehicle Repair/Maintenance	FTA/DOT - FMCSA
Administrative Assistant	Administrative/Dispatch/Driver	FTA/DOT - FMCSA
Office Manager	Management/Driver	FTA/DOT - FMCSA
Operations Manager	Management/Driver	FTA/DOT - FMCSA
Executive Director	Management/Driver	FTA/DOT - FMCSA

*Post-Accident Testing administered on a driver or Safety-Sensitive employee assigned in the operation of a Guadalupe Transit vehicle will be conducted using FTA/DOT protocols.

*Post-Accident Testing administered on a driver or Safety-Sensitive employee assigned in the operation of a SMOOTH, Inc. vehicle operating SMOOTH, Inc. or CTSA services (non-Guadalupe Transit), will be conducted using FMCSA protocols.

Attachment B Contacts

Any questions regarding this policy or any other aspect of the substance abuse policy should be directed to the following individual(s).

GUADALUPE TRANSIT / SMOOTH, INC. Drug and Alcohol Program Manager

Name: Fil M. Simas

Title: Executive Director

Address: SMOOTH, Inc., 240 East Roemer Way, Santa Maria, CA 93454

Telephone Number: (805) 922-8476

Medical Review Officer

Name: Dr. Paul Christensen, M.D.

Title: Physician/Medical Director

Address: Akeso, 3070 Skyway Drive, #106, Santa Maria, CA 93455

Telephone Number: (805) 922-8282

Substance Abuse Professional #1

Name: Heather Sorensen

Title: M.A., SAP, LAADC, ICAADC

Address: 555 13th Street, St. C, Grover Beach, CA 93433

Telephone Number: (805) 668-7679

Substance Abuse Professional #2

Name: Dr. Ken Starr, M.D.

Title: M.D.

Address: 107 Nelson Street, Arroyo Grande, CA 93420

Telephone Number: (805) 242-1360



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Following a MOTION by _____, a SECOND by _____ and Council

discussion, _____ Votes in FAVOR, _____ Votes AGAINST,

and _____ Votes ABSTAINING were received.

Attested to by:

Council Member / Office

Date

Staff Member / Office

Date



REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 22, 2024

Todd Bodem

Prepared by:
Todd Bodem, City Administrator

SUBJECT: Consider entering into a new agreement with Mr. William (Bill) Scott for independent contractor planning services.

RECOMMENDATION:

It is recommended the Council adopt Resolution No. 2024-62 authorizing the City to enter into a new Agreement for Planning Services with Mr. William (Bill) Scott.

BACKGROUND/DISCUSSION:

From September 22, 2020, through October 11, 2023, Mr. William (Bill) Scott, a retired former Planner II with the City of San Jose and former Senior Planner for the City of Santa Maria provided day-to-day planning related services (e.g., Accessory Dwelling Unit applications, conditional use permit applications, zoning clearances, etc.) for the City of Guadalupe as a part-time independent contractor. Mr. Scott decided not to renew his agreement with City at the end of his last agreement.

Earlier in 2023, the City Council approved a new employee position of Associate Planner and had budgeted funds for this position at the recommendation of City staff with the intention that the Associate Planner would perform the majority of the City's planning services in anticipation of Mr. Scott's decision to cease providing services to the City. Unfortunately, this recruitment effort failed to attract any viable candidates. Therefore, City staff needed to come up with another solution to meet its planning needs.

On November 14, 2023, after City staff had issued a Request for Proposals for planning-related services, the City Council approved entering into a one-year agreement with Urban Planning Concepts (UPC) for these services. The agreement called for a maximum of \$12,600 per month in planning services, and in fact, the City has been incurring an average of \$9,800 per month under this agreement, which is a savings from the budgeted amounts; however, it has recently come to the attention of City staff that Mr. Scott is willing to enter into a one-year agreement with the City to provide the day-to-day type of planning-related services he previously provided to the City. Mr. Scott is able to offer these planning-related services at significantly less cost than UPC. During his previous three years working for the City, Mr. Scott's invoices averaged approximately \$4,294 per month, which is approximately 50% less than UPC's services. Since City staff has not given up on its intention to recruit an in-house Associate Planner, the

agreement with UPC was never intended to be long-term. Mr. Scott's willingness to enter into a new agreement with the City has given the City the opportunity to save funds while it continues its recruitment efforts for an in-house Associate Planner.

Mr. Scott is willing to enter a contract from November 1, 2024, through November 1, 2025. As the Council is aware, Mr. Scott is a very experienced planning professional with several years of experience in the profession and performed admirably during previous his tenure with the City. As mentioned, City staff still intends to hire an in-house City Planner, and Mr. Scott has also agreed to work with the City Administrator and the Human Resources Manager to develop a newly hired professional planner and mentor that person in order to grow the Building and Planning Department.

Attached for Council consideration is the proposed agreement with Mr. Scott (see **Attachment No. 2**). The proposed agreement is essentially identical to the past agreements, except for a proposed negotiated hourly rate increase from \$85 per hour to \$100 per hour commencing on November 1, 2024, through November 1, 2025. In staff's opinion, it is in the City's best interest to continue with Mr. Scott based on his experience.

Options Available to the Council

1. The Council could approve the agreement as recommended;
2. The Council could direct that changes be made to the agreement; or
3. The Council could decide not to enter into the agreement.

If the City Council chooses the first option above, the new agreement will be effective on November 1, 2024, for a one-year term through November 1, 2025.

FISCAL IMPACT:

Although Mr. Scott's new agreement calls for an hourly rate of \$100.00, the City will continue to see a reduction to the City's General Fund for planning related services from years past as Mr. Scott's cost is approximately 50% less than that of UPC, and the City should save approximately \$4,000 per month during Mr. Scott's one-year agreement. It should be noted that a significant portion of the charges for services noted in the contract would be offset by the planning fees the City collects.

ATTACHMENTS

1. Resolution No. 2024-62 "A Resolution of the City Council of the City of Guadalupe authorizing the City to enter into an agreement with William (Bill) Scott, for Independent Contractor Planning Services."
2. Agreement between the City of Guadalupe and William (Bill) Scott

RESOLUTION NO. 2024-62

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH WILLIAM (BILL) SCOTT FOR INDEPENDENT CONTRACTOR PLANNING SERVICES AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT ON BEHALF OF THE CITY

WHEREAS, on September 22, 2020, and on October 26, 2021, and again on October 11, 2022, the City entered a contract with Mr. William (Bill) Scott, a retired former Planner for the City of Santa Maria who has worked previously for the City of Guadalupe a little over three (3) years as a part-time independent contractor; and

WHEREAS, Mr. Bill Scott's agreement ended on October 11, 2023, and he decided not to renew another agreement with the City; and

WHEREAS, therefore, at the November 14, 2023, City Council meeting, the Council approved a 1-year contract with Urban Planning Concepts, Inc. (UPC) for a monthly cost of up to \$12,960,00 (\$162/per hour) for contract planning services in Guadalupe; and

WHEREAS, the agreement with UPC was not intended to be long-term as the City has intended to hire an associate planner to handle the majority of the City's planning needs, but has not been successful in recruiting for this position; and

WHEREAS, Mr. William (Bill) Scott has expressed willingness to enter into a one year agreement with the City to provide supplemental planning services for the City including matters related to the Pasadera project, processing applications for accessory dwelling units and other ministerial permit and is able to provide these services at significantly less cost than UPC; and

WHEREAS, Mr. William (Bill) Scott and the City of Guadalupe negotiated a new hourly rate of \$100.00 per hour at approximately 15-20 hours per week commencing on November 1, 2024 through November 1, 2025, which agreement is attached to the staff report for this item as Attachment 2.

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

SECTION 1. The Agreement for Consulting Services between the City of Guadalupe and Mr. William (Bill) Scott, attached to the staff report for this item as Attachment 2, and incorporated in this resolution, is hereby approved.

SECTION 2. The Mayor is authorized to sign the Agreement with William (Bill) Scott on behalf of the City.

SECTION 3. 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.

PASSED, APPROVED AND ADOPTED at a regular meeting on the 22nd day of October 2024 by the following vote:

MOTION:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Amelia M. Villegas, City Clerk of the City of Guadalupe, DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2024-62** has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held October 22, 2024, and that same was approved and adopted.

ATTEST:

Amelia M. Villegas, City Clerk

Ariston Julian, Mayor

APPROVED AS TO FORM:

Phillip F. Sinco, City Attorney

**AGREEMENT FOR CONSULTANT SERVICES
BETWEEN
THE CITY OF GUADALUPE
AND
WILLIAM (BILL) SCOTT**

THIS AGREEMENT FOR CONSULTANT SERVICES (the "Agreement") is made and entered into this 1st day of November 2024, by and between the CITY OF GUADALUPE, a municipal corporation ("City") and WILLIAM (BILL) SCOTT, a California ("Consultant").

In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

Section 1. Term of Agreement. Subject to the provisions of Section 19 (Termination of Agreement) of this Agreement, the term of this Agreement shall be for a period of one (1) year from the date of execution of this Agreement, as first shown above. Such term may be extended upon written agreement of both parties to this Agreement.

Section 2. Scope of Services. Consultant agrees to perform the services set forth in Exhibit A (Scope of Services) and made a part of this Agreement.

Section 3. Additional Services. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to or outside of those set forth in this Agreement or listed in Exhibit A unless such additional services are authorized in advance and in writing by the City Council or City Administrator of City. Consultant shall be compensated for any such additional services in the amounts and in the manner agreed to by the City Council or City Administrator.

Section 4. Compensation and Method of Payment.

(a) Subject to any limitations set forth in this Agreement, City agrees to pay Consultant the amounts specified in Exhibit B (Compensation) and made a part of this Agreement.

(b) Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories: labor (by subcategory), travel, materials, equipment, supplies, subconsultant contracts, and miscellaneous expenses. City shall independently review each invoice submitted by Consultant to determine whether the work performed, and expenses incurred, are in compliance with the provisions of this

Agreement and Scope of Services. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in subsection (c). In the event City disputes any charges or expenses, City shall return the original invoice to Consultant with specific items in dispute identified for correction and re-submission. All undisputed charges shall be paid in accordance with this Agreement and Scope of Services.

(c) Except as to any charges for work performed or expenses incurred by Consultant, which are disputed by City, City will cause Consultant to be paid within thirty (30) days of receipt of Consultant's invoice.

(d) Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

(e) Consultant shall have the right to suspend services if not paid in accordance with this Agreement.

Section 5. Inspection and Final Acceptance. City may inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when completed, if the work is found to be defective or not in compliance with the defined Scope of Services. Acceptance of any of the Consultant's work by City shall not constitute a waiver of any of the provisions of this Agreement, including but not limited to, Sections 15 and 16, pertaining to indemnification and insurance, respectively. Consultant agrees to cooperate in any such inspection.

Section 6. Ownership of Documents. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, paper files, and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement shall become the sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Consultant. Reuse of any materials outside the scope of this Agreement shall be at the sole risk of the City.

Section 7. Consultant's Books and Records.

(a) Consultant shall maintain any and all documents and records demonstrating or relating to Consultant's performance of services pursuant to this Agreement. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to City pursuant to this Agreement. Any and all such documents or records shall be maintained in accordance with generally accepted accounting principles and shall be sufficiently completed and detailed so as to permit an accurate evaluation of the services provided by Consultant pursuant to this

Agreement. Any and all such documents or records shall be maintained for three (3) years from the date of execution of this Agreement and to the extent required by laws relating to the audits of public agencies and their expenditures.

(b) Any and all records or documents required to be maintained pursuant to this section shall be made available for inspection, audit and copying, upon reasonable notice during regular business hours, upon written request by City or its designated representative. Copies of such documents or records shall be provided directly to the City for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records shall be made available at Consultant's address indicated for receipt of notices in this Agreement. The City shall compensate the Consultant for all costs associated with providing these materials to the City.

(c) Where City has reason to believe that any of the documents or records required to be maintained pursuant to this section may be lost or destroyed due to dissolution or termination of Consultant's business, City may, by written request, require that custody of such documents or records be given to the requesting party and that such documents and records be maintained by the requesting party. Access to such documents and records shall be granted to City, as well as to its successors-in-interest and authorized representatives.

Section 8. Status of Consultant.

(a) Consultant is and shall at all times during the terms of this Agreement remain a wholly independent Consultant and not an officer, employee or agent of City. Consultant shall have no authority to bind City in any manner, nor to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

(b) The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any elected or appointed boards, officers, officials, employees or agents of City, shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees or agents are in any manner officials, employees or agents of City.

(c) Neither Consultant nor any of Consultant's officers, employees or agents shall obtain any rights to retirement, health care or any other benefits which may

otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

Section 9. Standard of Performance. Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

Section 10. Compliance With Applicable Laws, Permits and Licenses. Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement applicable to Consultant. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable at law or in equity as a result of any failure of Consultant to comply with this section.

Section 11. Nondiscrimination. Consultant shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, disability, marital status or sexual orientation in connection with or related to the performance of this Agreement.

Section 12. Unauthorized Aliens. Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. sections 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorney's fees, incurred by City.

Section 13. Conflicts of Interest. Consultant will comply with all conflict-of-interest laws and regulations including, without limitation, the City's Conflict of Interest Code (on file in the City Clerk's Office). All officers, employees and/or agents of Consultant who will be working on behalf of the City pursuant to this Agreement, may be required to file Statements of Economic Interest with the Fair Political Practices Commission. Therefore, it is incumbent upon Consultant to notify that City of any staff changes relating to this Agreement.

- A. In accomplishing the scope of services of this Agreement, all officers, employees and/or agents of Consultant, unless as indicated in Subsection B, will be performing a very limited and closely supervised function, and, therefore, unlikely to have a conflict of interest arise. No disclosures are required for any officers, employees, and/or agents of Consultant, except as indicated in Subsection B.

Initials

- B. In accomplishing the scope of services of this Agreement, Consultant will be performing a specialized or general service for the City, and there is substantial likelihood that the Consultant's work product will be presented, either written or orally, for the purpose of influencing a governmental decision. As a result, Consultant shall be subject to Disclosure Category "1" of the City's Conflict of Interest Code.

Section 14. Confidential Information; Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Administrator, except as may be required by law.

(b) Consultant, its officers, employees, agents or subconsultants, shall not, without prior written authorization from the City Administrator or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, responses to interrogatories or other information concerning the work performed under this Agreement. A response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

(c) If Consultant, or any officer, employee, agent or subconsultant of Consultant, provides any information or work product in violation of this section, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Consultant's conduct.

(d) Consultant shall promptly notify City should Consultant, its officers, employees, agents or sub consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response. Consultant shall be compensated for all costs associated with complying with this section.

Section 15. Indemnification.

(a) City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers (individually and collectively, "Indemnitees") shall have no liability to Consultant or any other person for, and Consultant shall indemnify, defend, protect and hold harmless Indemnitees from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorney's fees and disbursements (collectively, "Claims") which Indemnitees may suffer or incur or to which Indemnitees may become subject by reason of or arising out of any injury to or death of any person(s), damage to property, loss of use of property, economic loss or otherwise occurring as a result of or allegedly caused by Consultant's performance of or failure to perform any services under this Agreement or by the negligent or willfully wrongful acts or omissions of Consultant, its agents, officers, directors, sub consultants or employees, committed in performing any of the services under this Agreement.

(b) If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Consultant has agreed to indemnify Indemnitees as provided above, Consultant, upon notice from City, shall defend Indemnitees at Consultant's expense by counsel acceptable to City, such acceptance not to be unreasonably withheld. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to indemnification in order to be so indemnified. The insurance required to be maintained by Consultant under Section 16 shall ensure Consultant's obligations under this section, but the limits of such insurance shall not limit the liability of Consultant hereunder. The provisions of this section shall survive the expiration or earlier termination of this Agreement.

(c) The provisions of this section do not apply to Claims occurring as a result of the City's sole negligence or willfully wrongful acts or omissions.

(d) City agrees to indemnify Consultant for any such neglect or willfully wrongful acts committed by City or its officers, agents or employees.

Section 16. Insurance. Consultant agrees to obtain and maintain in full force and effect during the term of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work provided by Consultant, its agents, representatives, or employees in performance of this Agreement. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A-VII. All insurance policies shall be subject to approval by City as to form and content. These requirements are subject to amendment or waiver, if so approved in writing by City Administrator. Consultant agrees to provide City with copies of required policies upon request. Prior to the beginning of and throughout the duration of the Work, Consultant and its subconsultants shall maintain insurance in conformance with the requirements set forth below. Consultant will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth herein, Consultant agrees to amend, supplement, or endorse the existing coverage to do so. Consultant acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to Consultant or its subconsultants in excess of the limits and coverage identified in this Agreement and which is applicable to a given loss, claim or demand, will be equally available to City.

Consultant shall provide the following types and amounts of insurance. Without limiting Consultant's indemnification of City, and prior to commencement of Work, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City:

A. Minimum Scope of Insurance: Coverage shall be at least as broad as:

(1) Insurance Services Office Form Commercial General Liability coverage (Occurrence Form CG 0001).

(2) Insurance Services Office Form No. CA 0001 covering Automobile Liability, including code 1 "any auto" and endorsement CA 0025, or equivalent forms subject to written approval of City.

(3) Workers' Compensation insurance as required by the Labor Code of the State of California and Employers' Liability insurance and covering all persons providing services on behalf of the Consultant and all risks to such persons under this Agreement, along with a waiver of subrogation endorsement.

(4) Errors and omission liability insurance appropriate to the Consultant's profession.

B. Minimum Limits of Insurance: Consultant shall maintain limits of insurance no less than:

(1) General Liability Insurance: Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, and a \$2,000,000 completed operations aggregate. The policy shall provide or be endorsed to provide that City and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. This insurance and any umbrella or excess liability insurance shall be maintained for a minimum of three years or as long as there is a statutory exposure to completed operations claims, with the City and its officers, officials, employees, and agents continued as additional insured.

(2) Automobile Liability: Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

(3) Workers' Compensation and Employer's Liability: Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000) for Consultant's employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, Consultant shall require each subconsultant to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subconsultant's employees. Consultant shall submit to City.

(4) Umbrella or excess liability insurance (if needed): Consultant shall obtain and maintain an umbrella or excess liability insurance that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop-down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies;

- Policies shall “follow form” to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

C. Other Provisions: Insurance policies required by this Agreement shall contain the following provisions:

(1) Notice of Cancellation: Each insurance policy required by this Agreement shall be endorsed and state the coverage shall not be suspended, voided, canceled by the insurer or other party to this Agreement, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested has been given to City.

(2) Primary/noncontributing: Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(3) City's Rights of Enforcement: In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(4) Waiver of Subrogation: All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City and shall require similar written express waivers.

(5) Enforcement of Contract Provisions (non estoppel): Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

(6) Requirements not Limiting: Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other

requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

(7) **Prohibition of Undisclosed Coverage Limitations:** None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

(8) **Separation of Insureds:** A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(9) **Pass through Clause:** Consultant agrees to ensure that its subconsultants, subconsultants, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subconsultants, and others engaged in the project will be submitted to City for review.

(10) **City's Right to Revise Requirements:** The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant a ninety (90) day advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

(11) **Self-insured Retentions:** Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by City.

(12) **Timely Notice of Claims:** Consultant shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(13) **Additional Insurance:** Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

Section 17. Assignment. The expertise and experience of Consultant are material considerations for this Agreement. City has an interest in the qualifications of and capability of the persons and entities who will fulfill the duties and obligations imposed upon Consultant under the Agreement. In recognition of that interest, Consultant shall not assign or transfer this Agreement or any portion of this Agreement or the performance of any of Consultant's duties or obligations under this Agreement without the prior written consent of the City Council. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this Agreement, entitling City to any and all remedies at law or in equity, including summary termination of this Agreement. City acknowledges, however, that Consultant, in the performance of its duties pursuant to this Agreement, may utilize sub consultants.

Section 18. Continuity of Personnel. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant's staff assigned to perform the services required under this Agreement, prior to any such performance.

Section 19. Termination of Agreement.

(a) City may terminate this Agreement, with or without cause, at any time by giving thirty (30) days' written notice of termination to Consultant. In the event such notice is given, Consultant shall cease immediately all work in progress.

(b) Consultant may terminate this Agreement at any time upon thirty (30) days' written notice of termination to City.

(c) If either Consultant or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Consultant or City may terminate this Agreement immediately upon written notice.

(d) Upon termination of this Agreement by either Consultant or City, all property belonging exclusively to City which is in Consultant's possession shall be returned to City. Consultant shall furnish to City a final invoice for work performed and expenses incurred by Consultant, prepared as set forth in Section 4 of this Agreement. This final invoice shall be reviewed and paid in the same manner as set forth in Section 4 of this Agreement.

Section 20. Default. In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default and may terminate this Agreement immediately by written notice to Consultant.

Section 21. Excusable Delays. Consultant shall not be liable for damages, including liquidated damages, if any, caused by delay in performance or failure to perform due to causes beyond the control of Consultant. Such causes include, but are not limited to, acts of God, acts of the public enemy, acts of federal, state or local governments, acts of the City, court orders, fires, floods, epidemics, strikes, embargoes, and unusually severe weather. The term and price of this Agreement shall be equitably adjusted for any delays due to such causes.

Section 22. Cooperation by City. All public information, data, reports and maps as are existing and available to City as public records, and which are necessary for carrying out the work as outlined in Exhibit A, shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.

Section 23. Notices. All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by telecopier or United States mail, postage prepaid, addressed as follows:

To City: City Administrator
 City of Guadalupe
 918 Obispo Street
 Guadalupe, CA 93434

To Consultant: William (Bill) Scott
 733 Laguna Avenue
 Santa Maria, CA 93454

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile or, if mailed, three (3) days after deposit of the same in the custody of the United States Postal Service.

Section 24. Authority to Execute. The person or persons executing this Agreement on behalf of the Consultant represents and warrants that they have the authority to so execute this Agreement and to bind Consultant to the performance of its obligations hereunder.

Section 25. Binding Effect. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

Section 26. Modification of Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

Section 27. Waiver. Waiver by any party to this Agreement of any term, condition or covenant of this Agreement shall not constitute a waiver of any other term, condition or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any provisions of this Agreement.

Section 28. Law to Govern; Venue. This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Santa Barbara. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in Los Angeles.

Section 29. Attorney's Fees, Costs and Expenses. In the event litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to any award of reasonable attorney's fees, costs and expenses, in addition to any other relief to which it may be entitled.

Section 30. Entire Agreement. This Agreement, including the attached exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding. No amendment to this Agreement shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

Section 31. Severability. If a term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby, and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

Section 32. Preparation of Agreement. This Agreement is the product of negotiation and preparation by and among the parties and their respective attorneys. The parties, therefore, expressly acknowledge and agree that this Agreement shall not be deemed prepared or drafted by one party or another, or any party's attorney, and will be construed accordingly.

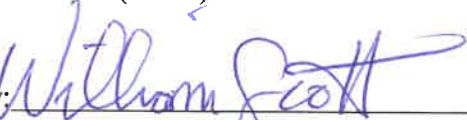
CITY:

CITY OF GUADALUPE

By: _____
Ariston Julian, Mayor

CONSULTANT:

WILLIAM (BILL) SCOTT

By:  _____
William (Bill) Scott

APPROVED AS TO FORM:

Phillip F. Sinco, City Attorney

ATTACHMENT A – Scope Service

Consultant will provide City with planning services like a fully trained planner, working in conjunction with the Contract Planning Director. Supervision of the Consultant will be through the City Administrator. Consultant will not maintain an office at the City as Consultant is an Independent Contractor and will maintain his own office, but Consultant will provide ministerial and discretionary planning services as needed to process Zoning Clearance applications, prepare California Environmental Quality Act (CEQA) documents, Categorical and General Exemptions as needed for privately submitted projects, or City projects. Consultant shall attend meetings and hearings, at the request of the City Administrator, as needed to perform the job of contract planner and communicate with staff and the public through electronic mail and telephonically. In general, the Consultant will not exceed 15-20 hours per week, unless working on a discretionary project (applicant reimbursable) or as otherwise requested by the City Administrator.

ATTACHMENT B – COMPENSATION

Contract Planner shall be compensated at the rate of One Hundred (\$100.00) Dollars per hour.



**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 22, 2024**

Todd Bodem

Prepared by:
Todd Bodem, City Administrator

SUBJECT: Consider entering into an agreement with Mr. Larry Appel, Integrity Planning, for independent contractor planning services.

RECOMMENDATION:

It is recommended the Council adopt Resolution No. 2024-63 authorizing the City to enter a one-year Agreement for Planning Services with Mr. Larry Appel, Integrity Planning commencing on January 1, 2025.

BACKGROUND:

Mr. Larry Appel, Integrity Planning, has been providing independent contractor planning services to the City since 2017. In early 2023, Mr. Appel informed City staff that he wanted to reduce the amount of time he was spending on City planning-related matters effective at the end of December 2023; however, he expressed willingness to stay on as the City's Planning Director and work on "larger" projects such as ordinance creation/revisions, general plan update(s), and policy issues.

During and prior to 2023, the City's day-to-day planning work (e.g., Accessory Dwelling Unit applications, zoning clearances, etc.) was handled by Planner Bill Scott, an independent contractor; however, Mr. Scott had notified the City that he wished to cease working for the City at the end of December 2023 as well.

The City Council created a new employee position of Associate Planner and had budgeted funds for this position at the recommendation of City staff with the intention that the Associate Planner would perform the day-to-day planning work (and assist the Planning Director as needed) in anticipation of Mr. Scott's decision to cease providing services to the City and Mr. Appel's decision to "cut back" on his workload. Unfortunately, this recruitment effort failed to attract any viable candidates. Therefore, City staff needed to come up with another solution to meet its planning needs.

On November 14, 2023, after City staff had issued a Request for Proposals for planning-related services, the City Council approved entering into a one-year agreement with Urban Planning Concepts for these services. The agreement called for a maximum of \$12,600 per month in planning services, and in fact, the City has been incurring an average of \$9,800 per month under this agreement, which is a savings

from the budgeted amounts; however, as discussed further in the staff report concerning entering into a new agreement with Mr. Bill Scott for day-to-day planning-related services, the City has the opportunity to save funds by using Mr. Scott's services over those of UPC. For that reason, the City recommended that the Council approve a one-year agreement with Mr. Scott beginning on November 1, 2024.

The City has always intended to recruit an in-house Associate Planner and did not expect its agreement with UPC to continue in the long-term. The City still intends on recruiting an Associate Planner, and will have the opportunity to do so with Mr. Scott providing day-to-day planning services, at least through the end of 2025.

In addition to day-to-day planning needs, the City still requires the services of Mr. Appel as its Planning Director, and he has again agreed to continue with some of the on-going work projects provided within the scope of work written in the agreement through the end of December 2025.

Mr. Appel is asking for an hourly rate increase from \$130.00 per hour to \$140.00 per hour. Attached for Council consideration is the proposed agreement with Integrity Planning (**see Attachment No. 2**). The proposed agreement is essentially identical to the current agreement, except for a proposed adjustment in the hourly rate from \$130.00 to \$140.00 per hour changes in the scope of services to be provided (Exhibit A to the agreement) which includes continuing his work on a variety of long-term projects.

In staff's opinion the adjustment is warranted. Most private planning firms would charge the City an hourly rate of between \$200.00 to \$250.00 per hour for someone with a background similar to Mr. Appel's. If an in-house City Planner is hired within the term of Mr. Appel's contract, it will be beneficial to grant this time for him/her to shadow Mr. Appel to gain a full understanding of the community and project complexities.

Options Available to the Council

1. The Council could approve the agreement as recommended;
2. The Council could direct that changes be made to the agreement; or
3. The Council could decide not to enter into the agreement.

FISCAL IMPACT:

With the increase in the hourly rate from \$130.00 to \$140.00 per hour commencing on January 1, 2025, through December 31, 2025, or earlier depending on need, there would be little impact to the City's General Fund. It should be noted that a significant portion of the charges for services illustrated in the contract would be offset by the planning fees the City collects. Additionally, the city collects a 35% overhead on all hours Mr. Appel bills when working on reimbursable projects (applicant-paid projects).

ATTACHMENTS:

1. Resolution No. 2024-63
2. Agreement between the City and Larry Appel/Integrity Planning (January 1, 2025-December 31, 2025)

RESOLUTION NO. 2024-63

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH LARRY APPEL (INTEGRITY PLANNING) FOR INDEPENDENT CONTRACTOR PLANNING SERVICES AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT ON BEHALF OF THE CITY

WHEREAS, Mr. Larry Appel, Integrity Planning has served as the City’s contract Planning Director since December 2017, and has provided quality planning services since that time; and

WHEREAS, in early 2023, Mr. Appel informed the City Administrator that he intended to fully retire as a contract planner in the near future and while he was willing to continue working for up to another year or so, he wanted to reduce the number of hours he worked on behalf of the City, and therefore, he worked with the City Administrator to develop a plan for the provision of future planning services for the City consisting of the hiring of an associate or city planner who would provide day-to-day planning with occasional assistance on larger projects from hired consultants on an as needed basis; and

WHEREAS, an associate planner position was posted, and no qualified applicants applied, requiring the City to develop a new plan for the provision of planning services; and

WHEREAS, on November 14, 2023, the City Council entered into an agreement with Urban Planning Concepts (UPC) to handle its planning services’ needs until November 13, 2024, and the City intended to continue its attempts to hire a an associate planner to handle the ministerial planning applications prior to the end of UPC’s contract, however, the City’s recruitment efforts have not been successful; and

WHEREAS, Mr. Appel has agreed to continue with some of the on-going work projects provided within the scope of work written in his current agreement for an additional year (through the end of December 2025), or until at which time the “reins” can be completely handed over to an in-house associate planner or another contract city planner; and

WHEREAS, Mr. Appel’s current agreement expires as of December 31, 2024; and

WHEREAS, the City of Guadalupe needs to continue its professional planning services with Integrity Planning (Mr. Larry Appel) to allow him to complete some complicated unfinished projects; and

WHEREAS the City desires to continue to retain Mr. Appel of Integrity Planning to provide said services with a new agreement commencing January 1, 2025, through December 31, 2025; and

WHEREAS, the City of Guadalupe has negotiated a contract with Mr. Appel/Integrity Planning that incorporates a scope of work and an hourly rate adjustment from \$130.00 to \$140.00 commencing on January 1, 2025, through December 31, 2025.

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

SECTION 1. The Agreement for Consulting Services between the City of Guadalupe and Mr. Larry Appel, Integrity Planning, attached to the staff report for this item and incorporated in this resolution,

is hereby approved.

SECTION 2. The Mayor is authorized to sign the Agreement with Mr. Larry Appel, Integrity Planning on behalf of the City.

SECTION 3. 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.

PASSED, APPROVED AND ADOPTED at a regular meeting on the 22nd day of October 2024 by the following vote:

MOTION:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Amelia M. Villegas, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2024-63**, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held October 22, 2024, and that same was approved and adopted.

ATTEST:

Amelia M. Villegas, City Clerk

Ariston Julian, Mayor

APPROVED AS TO FORM:

Philip F. Sinco, City Attorney

**AGREEMENT FOR CONSULTANT SERVICES
BETWEEN
THE CITY OF GUADALUPE
AND
INTEGRITY PLANNING**

THIS AGREEMENT FOR CONSULTANT SERVICES (the "**Agreement**") is made and entered into this 1st day of January 2025, by and between the CITY OF GUADALUPE, a municipal corporation ("**City**") and INTEGRITY PLANNING, a sole proprietorship ("**Consultant**").

In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

Section 1. Term of Agreement. Subject to the provisions of Section 18 (Termination of Agreement) of this Agreement, the term of this Agreement shall be for a period of one (1) year from commencing on January 1, 2025, through December 31, 2025, as first shown above. Such term may be extended upon written agreement of both parties to this Agreement.

Section 2. Scope of Services. Consultant agrees to perform the services set forth in Exhibit A (Scope of Services) and made a part of this Agreement.

Section 3. Additional Services. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to or outside of those set forth in this Agreement or listed in Exhibit A, unless such additional services are authorized in advance and in writing by the City Council or City Administrator of City. Consultant shall be compensated for any such additional services in the amounts and in the manner agreed to by the City Council or City Administrator.

Section 4. Compensation and Method of Payment.

(a) Subject to any limitations set forth in this Agreement, City agrees to pay Consultant the amounts specified in Exhibit B (Compensation) and made a part of this Agreement.

(b) Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories: labor (Administration, ministerial, and discretionary review). City shall independently review each invoice submitted by Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement and Scope of Services. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in subsection (c). In the event City disputes any charges or expenses, City shall return the original invoice to Consultant with specific items in dispute identified for

correction and re-submission. All undisputed charges shall be paid in accordance with this Agreement and Scope of Services.

(c) Except as to any charges for work performed or expenses incurred by Consultant, which are disputed by City, City will cause Consultant to be paid within forty-five (45) days of receipt of Consultant's invoice.

(d) Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

(e) Consultant shall have the right to suspend services if not paid in accordance with this Agreement.

Section 5. Inspection and Final Acceptance. City may inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when completed, if the work is found to be defective or not in compliance with the defined Scope of Services. Acceptance of any of the Consultant's work by City shall not constitute a waiver of any of the provisions of this Agreement, including but not limited to, Sections 15 and 16, pertaining to indemnification and insurance, respectively. Consultant agrees to cooperate in any such inspection.

Section 6. Ownership of Documents. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement shall become the sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Consultant. Reuse of any materials outside the scope of this Agreement shall be at the sole risk of the City.

Section 7. Consultant's Books and Records.

(a) Consultant shall maintain any and all documents and records demonstrating or relating to Consultant's performance of services pursuant to this Agreement. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to City pursuant to this Agreement. Any and all such documents or records shall be maintained in accordance with generally accepted accounting principles and shall be sufficiently completed and detailed so as to permit an accurate evaluation of the services provided by Consultant pursuant to this Agreement. Any and all such documents or records shall be maintained for three (3) years from the date of execution of this Agreement and to the extent required by laws relating to the audits of public agencies and their expenditures, unless all documents and records are turned over to the City at the conclusion of the Agreement.

(b) Any and all records or documents required to be maintained pursuant to this section shall be made available for inspection, audit and copying, upon reasonable notice during regular business hours, upon written request by City or its designated representative. Copies of such documents or records shall be provided directly to the City for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records shall be made available at Consultant's address indicated for receipt of notices in this Agreement. The City shall compensate the Consultant for all costs associated with providing these materials to the City.

(c) Where City has reason to believe that any of the documents or records required to be maintained pursuant to this section may be lost or destroyed due to dissolution or termination of Consultant's business, City may, by written request, require that custody of such documents or records be given to the requesting party and that such documents and records be maintained by the requesting party. Access to such documents and records shall be granted to City, as well as to its successors-in-interest and authorized representatives.

Section 8. Status of Consultant.

(a) Consultant is and shall at all times during the terms of this Agreement remain a wholly independent Consultant and not an officer, employee or agent of City. Consultant shall have no authority to bind City in any manner, nor to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

(b) The Consultant shall not obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

Section 9. Standard of Performance. Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

Section 10. Compliance With Applicable Laws, Permits and Licenses. Consultant shall keep itself informed of and comply with all applicable federal, state and local

laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement applicable to Consultant. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable at law or in equity as a result of any failure of Consultant to comply with this section.

Section 11. Nondiscrimination. Consultant shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, disability, marital status or sexual orientation in connection with or related to the performance of this Agreement.

Section 12. Unauthorized Aliens. Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. sections 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorney's fees, incurred by City.

Section 13. Conflicts of Interest. Consultant agrees to at all times avoid conflicts of interest with the interests of the City in the performance of this Agreement.

Section 14. Confidential Information; Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Administrator, except as may be required by law.

(b) Consultant shall not, without prior without prior written authorization from the City Administrator or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, responses to interrogatories or other information concerning the work performed under this Agreement. A response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

(c) If Consultant, or any officer, employee, agent or sub consultant of Consultant, provides any information or work product in violation of this section, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Consultant's conduct.

(d) Consultant shall promptly notify City should Consultant, its officers, employees, agents or sub consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response. Consultant shall be compensated for all costs associated with complying with this section.

Section 15. Indemnification.

(a) City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers (individually and collectively, "**Indemnitees**") shall have no liability to Consultant or any other person for, and Consultant shall indemnify, defend, protect and hold harmless Indemnitees from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorney's fees and disbursements (collectively, "**Claims**") which Indemnitees may suffer or incur or to which Indemnitees may become subject by reason of or arising out of any injury to or death of any person(s), damage to property, loss of use of property, economic loss or otherwise occurring as a result of or allegedly caused by Consultant's performance of or failure to perform any services under this Agreement or by the negligent or willfully wrongful acts or omissions of Consultant, its agents, officers, directors, sub consultants or employees, committed in performing any of the services under this Agreement.

(b) If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Consultant has agreed to indemnify Indemnitees as provided above, Consultant, upon notice from City, shall defend Indemnitees at Consultant's expense by counsel acceptable to City, such acceptance not to be unreasonably withheld. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to indemnification in order to be so indemnified. The insurance required to be maintained by Consultant under Section 16 shall ensure Consultant's obligations under this section, but the limits of such insurance shall not limit the liability of Consultant hereunder. The provisions of this section shall survive the expiration or earlier termination of this Agreement.

(c) The provisions of this section do not apply to Claims occurring as a result of the City's sole negligence or willfully wrongful acts or omissions.

(d) City agrees to indemnify Consultant for any such neglect or willfully wrongful acts committed by City or its officers, agents or employees.

Section 16. Insurance. Consultant agrees to obtain and maintain in full force and effect during the term of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work provided by Consultant in performance of this Agreement. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII. All insurance policies shall be subject to approval by City as to form and content. These requirements are subject to amendment or waiver, if so approved in writing by City Administrator. Consultant agrees to provide City with copies of required policies upon request.

Consultant shall provide the following scope and limits of insurance:

A. Minimum Scope of Insurance: Coverage shall be at least as broad as:

(1) Insurance Services Office Form Commercial General Liability coverage (Occurrence Form CG 0001).

(2) Insurance Services Office Form No. CA 0001 covering Automobile Liability, including code 1"any auto" and endorsement CA 0025, or equivalent forms subject to written approval of City.

(3) Workers' Compensation insurance as required by the Labor Code of the State of California and Employers' Liability insurance and covering all persons providing services on behalf of the Consultant and all risks to such persons under this Agreement.

(4) Errors and omission liability insurance appropriate to the Consultant's profession.

B. Minimum Limits of Insurance: If required, Consultant shall maintain limits of insurance no less than:

(1) General Liability: \$1,000,000 general aggregate for bodily injury, personal injury and property damage.

(2) Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.

(3) Workers' Compensation and Employer's Liability: Workers' Compensation as required by the Labor Code of the State of California and Employer's Liability limits of \$1,000,000 per accident.

(4) Errors and Omissions Liability \$1,000,000 per claim.

C. Other Provisions: Insurance policies required by this Agreement shall contain the following provisions:

(1) All Policies: Each insurance policy required by this Agreement shall be endorsed and state the coverage shall not be suspended, voided, canceled by the insurer or other party to this Agreement, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested has been given to City.

(2) General Liability and Automobile Liability Coverages.

(a) City and its respective elected and appointed officers, officials, employees and volunteers are to be covered as additional insureds as respects: liability arising out of activities Consultant performs; products and completed operations of Consultant; premises owned, occupied or used by Consultant; or automobiles owned, leased, hired or borrowed by Consultant. The coverage shall contain no special limitations on the scope of protection afforded to City, and its respective elected and appointed officers, officials or employees.

(b) Consultant's insurance coverage shall be primary insurance with respect to City, and its respective elected and appointed officers, officials, employees and volunteers. Any insurance or self insurance maintained by City, and its respective elected and appointed officers, officials, employees or volunteers, shall apply in excess of, and not contribute with, Consultant's insurance.

(c) Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(d) Any failure to comply with the reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to City, and its respective elected and appointed officers, officials, employees or volunteers.

(3) Workers' Compensation and Employer's Liability Coverage. Unless the City Administrator otherwise agrees in writing, the insurer shall agree to waive all rights of subrogation against City, and its respective elected and appointed officers, officials, employees and agents for losses arising from work performed by Consultant.

D. Other Requirements: Consultant agrees to deposit with City, at or before the effective date of this Agreement, certificates of insurance necessary to satisfy City

that the insurance provisions of this Agreement have been met. The City Attorney may require that Consultant furnish City with copies of original endorsements effecting coverage required by this section. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. City reserves the right to inspect complete, certified copies of all required insurance policies at any time.

(1) Any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects City or its respective elected or appointed officers, officials, employees and volunteers or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims.

(2) The procuring of such required policy or policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement.

Section 17. Assignment. The expertise and experience of Consultant are material considerations for this Agreement. City has an interest in the qualifications of and capability of the persons and entities who will fulfill the duties and obligations imposed upon Consultant under the Agreement. In recognition of that interest, Consultant shall not assign or transfer this Agreement or any portion of this Agreement or the performance of any of Consultant's duties or obligations under this Agreement without the prior written consent of the City Council. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this Agreement, entitling City to any and all remedies at law or in equity, including summary termination of this Agreement. City acknowledges, however, that Consultant, in the performance of its duties pursuant to this Agreement, may utilize sub consultants.

Section 18. Termination of Agreement.

(a) City may terminate this Agreement, with or without cause, at any time by giving thirty (30) days' written notice of termination to Consultant. In the event such notice is given, Consultant shall cease immediately all work in progress.

(b) Consultant may terminate this Agreement at any time upon thirty (30) days' written notice of termination to City.

(c) If either Consultant or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Consultant or City may terminate this Agreement immediately upon written notice.

(d) Upon termination of this Agreement by either Consultant or City, all property belonging exclusively to City which is in Consultant's possession shall be

returned to City. Consultant shall furnish to City a final invoice for work performed and expenses incurred by Consultant, prepared as set forth in Section 4 of this Agreement. This final invoice shall be reviewed and paid in the same manner as set forth in Section 4 of this Agreement.

Section 19. Default. In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default and may terminate this Agreement immediately by written notice to Consultant.

Section 20. Excusable Delays. Consultant shall not be liable for damages, including liquidated damages, if any, caused by delay in performance or failure to perform due to causes beyond the control of Consultant. Such causes include, but are not limited to, acts of God, acts of the public enemy, and acts of federal, state or local governments, acts of the City, court orders, fires, floods, epidemics, strikes, embargoes, and unusually severe weather. The term and price of this Agreement shall be equitably adjusted for any delays due to such causes.

Section 21. Cooperation by City. All public information, data, reports and maps as are existing and available to City as public records, and which are necessary for carrying out the work as outlined in Exhibit A, shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.

Section 22. Notices. All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by telecopier or United States mail, postage prepaid, addressed as follows:

To City: **City Administrator
City of Guadalupe
918 Obispo Street
Guadalupe, CA 93434**

To Consultant: **Integrity Planning
Attn: Larry Appel
4352 Foxenwood Circle
Santa Maria, CA 93455**

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile or, if mailed, three (3) days after deposit of the same in the custody of the United States Postal Service.

Section 23. Authority to Execute. The person or persons executing this Agreement on behalf of the Consultant represents and warrants that they have the authority to

so execute this Agreement and to bind Consultant to the performance of its obligations hereunder.

Section 24. Binding Effect. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

Section 25. Modification of Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

Section 26. Waiver. Waiver by any party to this Agreement of any term, condition or covenant of this Agreement shall not constitute a waiver of any other term, condition or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any provisions of this Agreement.

Section 27. Law to Govern; Venue. This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Santa Barbara. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in Los Angeles.

Section 28. Attorney's Fees, Costs and Expenses. In the event litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to any award of reasonable attorney's fees, costs and expenses, in addition to any other relief to which it may be entitled.

Section 29. Entire Agreement. This Agreement, including the attached exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding. No amendment to this Agreement shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

Section 30. Severability. If a term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby, and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

Section 31. Preparation of Agreement. This Agreement is the product of negotiation and preparation by and among the parties and their respective attorneys. The parties, therefore, expressly acknowledge and agree that this Agreement shall not be deemed prepared or drafted by one party or another, or any party's attorney, and will be construed accordingly.

CITY:

CITY OF GUADALUPE

By: _____
Ariston D. Julian, Mayor

APPROVED AS TO FORM:

Philip F. Sinco, City Attorney

CONSULTANT:

INTEGRITY PLANNING

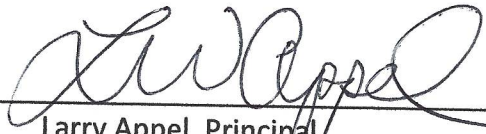
by:  _____
Larry Appel, Principal

EXHIBIT A – Scope of Services

Integrity Planning will continue to work on the following general topics:

2042 General Plan Implementation

1. Land Use (4 programs) – Consistency Rezone (Program 1.1.3 completed)
2. Circulation (10 programs)
3. Environmental Justice (3 programs)
4. Conservation & Open Space (4 programs)
5. Economic (5 programs)
6. Community Design and Historic Preservation (6 programs)
7. Air Quality & Safety (7 programs)
8. Public Facilities (3 programs)
9. Noise (1 policy)

Zoning Ordinance Update

The zoning ordinance was originally adopted in 1980. While there have been a few sections that have been updated since Mr. Appel started working for the city, there are many sections that still require updates. In addition, Mr. Appel will ensure that the city is in full compliance with numerous changes the state makes with Accessory Dwelling Units.

Procedural Manual

There are no written procedures for the city staff to utilize when processing ministerial and discretionary permits in the city and Mr. Appel will prepare this manual that will be used by subsequent planners.

Annual HCD Housing Report (Annual Progress Report)

Each year the city is required to prepare a report that identifies all housing units that receive discretionary and ministerial approvals, building permits issued, and occupancy clearances. Mr. Appel has been doing it for the last four years, so it would make sense for him to continue preparing this report.

Sign Ordinance Implementation

The ordinance was approved and went into effect in early 2022, but to this date, Mr. Appel has not had direction from management or council to begin the enforcement process for signs that are now illegal. In particular, the sandwich board signs, and the bow-feather signs need to be removed. Mr. Appel will work with Code Enforcement to implement a program.

“How To” Counter/Web Handouts

A picture is worth a thousand words. That’s why it is important to prepare several handouts that explain how to obtain permits including how to draw a site plan.

In general, the Consultant will not exceed 30 hours per month, unless working on a discretionary project (applicant reimbursable).

Exhibit B – Compensation

Integrity Planning (Mr. Larry Appel) shall be compensated at the rate of One Hundred Forty Dollars (\$140.00) per hour from January 1, 2025 through December 31, 2025.



REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 22, 2024

Todd Bodem

Prepared by:
Todd Bodem, City Administrator

SUBJECT: Consider entering into a three-year agreement with Eikhof Design Group Inc. for professional City Engineering services.

RECOMMENDATION:

It is recommended the Council adopt Resolution No. 2024-64 authorizing the City to enter into a three-year agreement with Eikhof Design Group Inc. for professional City Engineer services.

BACKGROUND:

From time-to-time in the City of Guadalupe's history, the City utilized any combination of professional engineers, public works directors, and city administrators to manage the oversight of water wastewater and streets divisions of the public works. From 2003 through 2019, the City utilized outside consultants for professional engineering services while the City Administrator managed the Public Works Department.

On July 15, 2019, the City hired Ms. Shannon Sweeney as the City's Public Works Director/City Engineer to manage the Public Works Department. After four (4) years of service, In June 2023, Ms. Sweeney accepted a position with another city and delivered a letter of resignation to the City Administrator with an effective final day of June 15, 2023.

From the time of Ms. Sweeney's resignation letter, the City posted for the recruitment of her replacement. On June 17, 2023, the City entered into an agreement with Mr. Dwayne Chisam P.E., from Chisam Utility Management LLC, for Public Works Director/City Engineer on an interim basis until a Public Works/City Engineer position was filled. Unfortunately, the City did not receive any applicants for the position.

In light of the inability to recruit a Public Works Director/City Engineer, the City decided its best option was to seek a professional engineer/engineering firm to serve as a contract City Engineer and consider creating a Public Works Manager position (at a lesser salary than the Public Works Director/City Engineer position).

The City issued an RFP on October 31, 2023, for a civil engineering firm to provide City Engineer services to the City and received one proposal. The only proposal received was from Eikhof Design Group, Inc. Mr. Chisam was offered the opportunity to submit a proposal but declined.

The Council also approved a new Public Works Manager (PWM) job description for solicitation, and a recruitment was commenced, but to date there have been few applicants, and the one candidate that was offered the position, declined. Once hired, the PWM will manage all the public works' staff and handle day-to-day public works functions.

At its December 12, 2023, City Council meeting, Council entered into an agreement for consulting services between the City and Eikhof Design Group, Inc. commencing on December 12, 2023, through December 11, 2024.

DISCUSSION:

City staff has been extremely satisfied with Eikhof Design Group, Inc. and recommends that the Council approve the new three-year agreement with Eikhof Design Group, Inc. The Eikhof Design Group has demonstrated competence and has worked well with City staff.

Attachment 2 for Council consideration is the proposed agreement with Eikhof Design Group, Inc. The proposed agreement is essentially the same agreement the Council approved in December 2023, except it provides for a three-year term instead of a one-year term and provides for a \$5.00 per hour fee increase for the various services provided by Eikhof Design Group in years 2026 and 2027 of the agreement (no change from current rates in 2025), as reflected in Exhibit B to the agreement. The agreement may be terminated by either party without cause upon thirty (30) days' written notice, so the three-year term is primarily to avoid annual renewals which will save the City some time and money.

Options Available to the Council

1. The Council could approve the agreement as recommended; or
2. The Council could direct changes to be made to the agreement; or
3. The Council could decide not to enter into the agreement.

If the City Council chooses the first option above, the new agreement will be effective December 12, 2025, and will terminate on December 11, 2027.

FISCAL IMPACT:

There will be not hourly increase from the current agreement in 2025, but hourly rates for all services provided will increase by \$5.00 per hour in 2026, and by another \$5.00 per hour in 2027. Most of the services provided by City Engineer services which is currently billed at \$190 per hour. The monthly cost of the City Engineer (and other services) provided by Eikhof Design Group is approximately \$15,000 to \$18,000 per month and is expected to stay within this range over the next three years of the agreement, so there should be minimal impact to the general fund. Mr. Eikhof will use all his personnel who are paid less per hour to the extent possible. The proposed contract will be expensed from various departmental

enterprises, measures, and grants with minimal coming out of the general fund. If approved, the city gets the benefit of a team of city engineers and with the required certifications.

ATTACHMENTS:

1. Resolution No. 2024-64
2. Agreement for Consultant Services between the City of Guadalupe and Eikhof Design Group, Inc.

RESOLUTION NO. 2024-64

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH EIKHOF DESIGN GROUP, INC. FOR PROFESSIONAL CITY ENGINEERING SERVICES AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT ON BEHALF OF THE CITY

WHEREAS, the City issued a Request for Proposals for professional City Engineer services on October 31, 2023, and received only one proposal (from Eikhof Design Group, Inc.); and

WHEREAS, the City retained Eikhof Design Group, Inc. to provide said services with an agreement commencing on December 12, 2023, through December 11, 2024; and

WHEREAS, city staff has been extremely satisfied with the engineering services provided by Eikhof Design Group, Inc. and recommends that the City enter into a new three-year agreement with Eikhof Design Group effective December 12, 2024, through December 11, 2027; and

WHEREAS, City staff received a proposal from Eikhof Design Group, Inc. that incorporated a scope of work to include the engineering team of professionals working on city projects for a total of approximately 20 hours per week with an estimated cost ranging from \$15,000 to \$18,000 per month to serve the City Engineering service needs for the Public Works Department (including no rate increase for the Principal Engineer's hourly rate of \$225.00 as well as lower hourly rates the same for other engineers in the firm); and

WHEREAS, Eikhof Design Group, Inc. (Jeff van den Eikhof) has decades of experience providing staff augmentation, development review, project management, stormwater compliance, and engineering design services for multiple local agencies and served as the Contract City Engineer for the City of Guadalupe from 2014 to 2019 and again proven himself over this past year; and

WHEREAS, said agreement requires that the City will reimburse the Eikhof Design Group, Inc. for travel expenses following the Internal Revenue Service (IRS) standard mileage rates for the use of his vehicle; and

WHEREAS, entering into a three-year agreement will save the City time and money by avoiding the need for a staff report, resolution, and a new agreement on an annual basis; and

WHEREAS, the agreement attached to the staff report for this item is essentially the same as the current agreement between the City and Eikhof Design Group except for the term (three years beginning on December 12, 2024, and ending on December 11, 2027) and an increase in the hourly rate for the various services provided by Eikhof Design Group of \$5.00 per hour in 2026 and 2027 (the current hourly rates for 2024 will not change in 2025) as reflected on Exhibit B to said agreement.

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

SECTION 1. The Agreement for Consultant Services between the City of Guadalupe and Eikhof Design Group, Inc. attached to the staff report for this item and incorporated in this resolution, is

hereby approved.

SECTION 2. The Mayor is authorized to sign the Agreement with Eikhof Design Group, Inc. on behalf of the City.

SECTION 3. 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.

PASSED, APPROVED AND ADOPTED at a regular meeting on the 22nd day of October 2024 by the following vote:

MOTION:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Amelia M. Villegas, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2024-64**, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held October 22, 2024, and that same was approved and adopted.

ATTEST:

Amelia M. Villegas, City Clerk

Ariston Julian, Mayor

APPROVED AS TO FORM:

Philip F. Sinco, City Attorney

**AGREEMENT FOR CONSULTANT SERVICES
BETWEEN
THE CITY OF GUADALUPE
AND
EIKHOF DESIGN GROUP, INC.**

THIS AGREEMENT FOR CONSULTANT SERVICES (the "**Agreement**") is made and entered into this 12th day of December 2024, by and between the CITY OF GUADALUPE, a municipal corporation ("**City**") and Eikof Design Group, Inc. ("**Consultant**").

In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

Section 1. Term of Agreement. Subject to the provisions of Section 18 (Termination of Agreement) of this Agreement, the term of this Agreement shall be for a period of three (3) years from commencing on December 12, 2024, through December 11, 2027, as first shown above. Such term may be extended upon written agreement of both parties to this Agreement.

Section 2. Scope of Services. Consultant agrees to perform the services set forth in Exhibit A (Scope of Services) and made a part of this Agreement.

Section 3. Additional Services. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to or outside of those set forth in this Agreement or listed in Exhibit A, unless such additional services are authorized in advance and in writing by the City Council or City Administrator of City. Consultant shall be compensated for any such additional services in the amounts and in the manner agreed to by the City Council or City Administrator.

Section 4. Compensation and Method of Payment.

(a) Subject to any limitations set forth in this Agreement, City agrees to pay Consultant the amounts specified in Exhibit B (Compensation) and made a part of this Agreement.

(b) Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories: labor (Administration, ministerial, and discretionary review). City shall independently review each invoice submitted by Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement and Scope of Services. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in subsection (c). In the event City disputes any charges or expenses, City shall return the original invoice to Consultant with specific items in dispute identified for

correction and re-submission. All undisputed charges shall be paid in accordance with this Agreement and Scope of Services.

(c) Except as to any charges for work performed or expenses incurred by Consultant, which are disputed by City, City will cause Consultant to be paid within forty-five (45) days of receipt of Consultant's invoice.

(d) Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

(e) Consultant shall have the right to suspend services if not paid in accordance with this Agreement.

Section 5. Inspection and Final Acceptance. City may inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when completed, if the work is found to be defective or not in compliance with the defined Scope of Services. Acceptance of any of the Consultant's work by City shall not constitute a waiver of any of the provisions of this Agreement, including but not limited to, Sections 15 and 16, pertaining to indemnification and insurance, respectively. Consultant agrees to cooperate in any such inspection.

Section 6. Ownership of Documents. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement shall become the sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Consultant. Reuse of any materials outside the scope of this Agreement shall be at the sole risk of the City.

Section 7. Consultant's Books and Records.

(a) Consultant shall maintain any and all documents and records demonstrating or relating to Consultant's performance of services pursuant to this Agreement. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to City pursuant to this Agreement. Any and all such documents or records shall be maintained in accordance with generally accepted accounting principles and shall be sufficiently completed and detailed so as to permit an accurate evaluation of the services provided by Consultant pursuant to this Agreement. Any and all such documents or records shall be maintained for three (3) years from the date of execution of this Agreement and to the extent required by laws relating to the audits of public agencies and their expenditures, unless all documents and records are turned over to the City at the conclusion of the Agreement.

(b) Any and all records or documents required to be maintained pursuant to this section shall be made available for inspection, audit and copying, upon reasonable notice during regular business hours, upon written request by City or its designated representative. Copies of such documents or records shall be provided directly to the City for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records shall be made available at Consultant's address indicated for receipt of notices in this Agreement. The City shall compensate the Consultant for all costs associated with providing these materials to the City.

(c) Where City has reason to believe that any of the documents or records required to be maintained pursuant to this section may be lost or destroyed due to dissolution or termination of Consultant's business, City may, by written request, require that custody of such documents or records be given to the requesting party and that such documents and records be maintained by the requesting party. Access to such documents and records shall be granted to City, as well as to its successors-in-interest and authorized representatives.

Section 8. Status of Consultant.

(a) Consultant is and shall at all times during the terms of this Agreement remain a wholly independent Consultant and not an officer, employee or agent of City. Consultant shall have no authority to bind City in any manner, nor to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

(b) The Consultant shall not obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

Section 9. Standard of Performance. Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

Section 10. Compliance With Applicable Laws, Permits and Licenses. Consultant shall keep itself informed of and comply with all applicable federal, state and local

laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement applicable to Consultant. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable at law or in equity as a result of any failure of Consultant to comply with this section.

Section 11. Nondiscrimination. Consultant shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, disability, marital status or sexual orientation in connection with or related to the performance of this Agreement.

Section 12. Unauthorized Aliens. Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. sections 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorney's fees, incurred by City.

Section 13. Conflicts of Interest. Consultant agrees to at all times avoid conflicts of interest with the interests of the City in the performance of this Agreement.

Section 14. Confidential Information; Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Administrator, except as may be required by law.

(b) Consultant shall not, without prior written authorization from the City Administrator or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, responses to interrogatories or other information concerning the work performed under this Agreement. A response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

(c) If Consultant, or any officer, employee, agent or sub consultant of Consultant, provides any information or work product in violation of this section, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Consultant's conduct.

(d) Consultant shall promptly notify City should Consultant, its officers, employees, agents or sub consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response. Consultant shall be compensated for all costs associated with complying with this section.

Section 15. Indemnification.

(a) Indemnification and Defense for Professional Services: Pursuant to Civil Code section 2782.8, and to the fullest extent permitted by law, Consultant shall indemnify, defend, and hold harmless City and its respective elected and appointed boards, officials, officers, agents, employees, and volunteers (individually and collectively, "Indemnitees") from and against any and all claims, losses, liabilities, damages, costs and expenses, including reasonable attorney's fees and costs, to the extent they arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant's duty to defend shall consist of reimbursement of defense costs incurred by City in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury, or arbitrator. In the event any loss, liability, or damage is incurred by way of settlement or resolution without a court, jury or arbitrator having made a determination of the Consultant's percentage of fault, the parties agree to mediation with a third party neutral to determine the Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost reimbursement owed to the City.

(b) For All Other Liabilities: City and its respective elected and appointed boards, officials, officers, agents, employees, and volunteers (individually and collectively, "Indemnitees") shall have no liability to Consultant or any other person for, and Consultant shall indemnify, defend, protect and hold harmless Indemnitees from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorney's fees and disbursements (collectively, "Claims") which Indemnitees may suffer or incur or to which Indemnitees may become subject by reason of or arising out of any injury to or death of any person(s), damage to property, loss of use of property, economic loss or otherwise occurring as a result of or allegedly caused by Consultant's performance of or failure to perform any services under this Agreement or by the negligent or willfully wrongful acts or omissions of Consultant, its agents, officers,

directors, sub consultants or employees, committed in performing any of the services under this Agreement.

(c) The provisions of this section do not apply to Claims occurring as a result of the City's sole negligence or willfully wrongful acts or omissions.

(d) City agrees to indemnify Consultant for any such neglect or willfully wrongful acts committed by City or its officers, agents or employees.

Section 16. Insurance. Consultant agrees to obtain and maintain in full force and effect during the term of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work provided by Consultant in performance of this Agreement. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII. All insurance policies shall be subject to approval by City as to form and content. These requirements are subject to amendment or waiver, if so approved in writing by City Administrator. Consultant agrees to provide City with copies of required policies upon request.

Consultant shall provide the following scope and limits of insurance:

A. Minimum Scope of Insurance: Coverage shall be at least as broad as:

(1) Insurance Services Office Form Commercial General Liability coverage (Occurrence Form CG 0001).

(2) Insurance Services Office Form No. CA 0001 covering Automobile Liability, including code 1"any auto" and endorsement CA 0025, or equivalent forms subject to written approval of City.

(3) Workers' Compensation insurance as required by the Labor Code of the State of California and Employers' Liability insurance and covering all persons providing services on behalf of the Consultant and all risks to such persons under this Agreement.

(4) Errors and omission liability insurance appropriate to the Consultant's profession.

B. Minimum Limits of Insurance: If required, Consultant shall maintain limits of insurance no less than:

(1) General Liability: \$1,000,000 general aggregate for bodily injury, personal injury and property damage.

(2) Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.

(3) Workers' Compensation and Employer's Liability: Workers' Compensation as required by the Labor Code of the State of California and Employer's Liability limits of \$1,000,000 per accident.

(4) Errors and Omissions Liability \$1,000,000 per claim.

C. Other Provisions: Insurance policies required by this Agreement shall contain the following provisions:

(1) All Policies: Each insurance policy required by this Agreement shall be endorsed and state the coverage shall not be suspended, voided, canceled by the insurer or other party to this Agreement, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested has been given to City.

(2) General Liability and Automobile Liability Coverages.

(a) City and its respective elected and appointed officers, officials, employees and volunteers are to be covered as additional insureds as respects: liability arising out of activities Consultant performs; products and completed operations of Consultant; premises owned, occupied or used by Consultant; or automobiles owned, leased, hired or borrowed by Consultant. The coverage shall contain no special limitations on the scope of protection afforded to City, and its respective elected and appointed officers, officials or employees.

(b) Consultant's insurance coverage shall be primary insurance with respect to City, and its respective elected and appointed officers, officials, employees and volunteers. Any insurance or self insurance maintained by City, and its respective elected and appointed officers, officials, employees or volunteers, shall apply in excess of, and not contribute with, Consultant's insurance.

(c) Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(d) Any failure to comply with the reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to City, and its respective elected and appointed officers, officials, employees or volunteers.

(3) Workers' Compensation and Employer's Liability Coverage.

Unless the City Administrator otherwise agrees in writing, the insurer shall agree to waive all rights of subrogation against City, and its respective elected and appointed officers, officials, employees and agents for losses arising from work performed by Consultant.

D. Other Requirements: Consultant agrees to deposit with City, at or before the effective date of this Agreement, certificates of insurance necessary to satisfy City that the insurance provisions of this Agreement have been met. The City Attorney may require that Consultant furnish City with copies of original endorsements effecting coverage required by this section. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. City reserves the right to inspect complete, certified copies of all required insurance policies at any time.

(1) Any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects City or its respective elected or appointed officers, officials, employees and volunteers or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims.

(2) The procuring of such required policy or policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement.

Section 17. Assignment. The expertise and experience of Consultant are material considerations for this Agreement. City has an interest in the qualifications of and capability of the persons and entities who will fulfill the duties and obligations imposed upon Consultant under the Agreement. In recognition of that interest, Consultant shall not assign or transfer this Agreement or any portion of this Agreement or the performance of any of Consultant's duties or obligations under this Agreement without the prior written consent of the City Council. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this Agreement, entitling City to any and all remedies at law or in equity, including summary termination of this Agreement. City acknowledges, however, that Consultant, in the performance of its duties pursuant to this Agreement, may utilize sub consultants.

Section 18. Termination of Agreement.

(a) City may terminate this Agreement, with or without cause, at any time by giving thirty (30) days' written notice of termination to Consultant. In the event such notice is given, Consultant shall cease immediately all work in progress.

(b) Consultant may terminate this Agreement at any time upon thirty (30) days' written notice of termination to City.

(c) If either Consultant or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Consultant or City may terminate this Agreement immediately upon written notice.

(d) Upon termination of this Agreement by either Consultant or City, all property belonging exclusively to City which is in Consultant's possession shall be returned to City. Consultant shall furnish to City a final invoice for work performed and expenses incurred by Consultant, prepared as set forth in Section 4 of this Agreement. This final invoice shall be reviewed and paid in the same manner as set forth in Section 4 of this Agreement.

Section 19. Default. In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default and may terminate this Agreement immediately by written notice to Consultant.

Section 20. Excusable Delays. Consultant shall not be liable for damages, including liquidated damages, if any, caused by delay in performance or failure to perform due to causes beyond the control of Consultant. Such causes include, but are not limited to, acts of God, acts of the public enemy, and acts of federal, state or local governments, acts of the City, court orders, fires, floods, epidemics, strikes, embargoes, and unusually severe weather. The term and price of this Agreement shall be equitably adjusted for any delays due to such causes.

Section 21. Cooperation by City. All public information, data, reports and maps as are existing and available to City as public records, and which are necessary for carrying out the work as outlined in Exhibit A, shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.

Section 22. Notices. All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by telecopier or United States mail, postage prepaid, addressed as follows:

To City: **City Administrator
City of Guadalupe
918 Obispo Street
Guadalupe, CA 93434**

To Consultant: **Eikhof Design Group, Inc.
Attn: Jeff van den Eikhof, PE C59920
4875 El Camino Real**

Atascadero, CA 93422

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile or, if mailed, three (3) days after deposit of the same in the custody of the United States Postal Service.

Section 23. Authority to Execute. The person or persons executing this Agreement on behalf of the Consultant represents and warrants that they have the authority to so execute this Agreement and to bind Consultant to the performance of its obligations hereunder.

Section 24. Binding Effect. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

Section 25. Modification of Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

Section 26. Waiver. Waiver by any party to this Agreement of any term, condition or covenant of this Agreement shall not constitute a waiver of any other term, condition or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any provisions of this Agreement.

Section 27. Law to Govern; Venue. This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Santa Barbara. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in Los Angeles.

Section 28. Attorney's Fees, Costs and Expenses. In the event litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to any award of reasonable attorney's fees, costs and expenses, in addition to any other relief to which it may be entitled.

Section 29. Entire Agreement. This Agreement, including the attached exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding. No amendment

to this Agreement shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

Section 30. Severability. If a term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby, and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

Section 31. Preparation of Agreement. This Agreement is the product of negotiation and preparation by and among the parties and their respective attorneys. The parties, therefore, expressly acknowledge and agree that this Agreement shall not be deemed prepared or drafted by one party or another, or any party's attorney, and will be construed accordingly.

CITY:

CONSULTANT:

CITY OF GUADALUPE

EIKHOF DESIGN GROUP, INC.

By: _____
Ariston D. Julian, Mayor

by:  _____
Jeff van den Eikhof, President

APPROVED AS TO FORM:

Philip F. Sinco, City Attorney

EXHIBIT A – SCOPE OF SERVICES

The City Engineer/engineering firm (“Engineer”) will provide engineering services to the City of Guadalupe including design, management, inspection, and administration of public facility capital improvement projects as well as development review. All services can be provided directly or may be subcontracted out with appropriate supervision. All services will be provided on an as-needed basis. The flow of work will vary over time.

As funds are available, Engineer shall be responsible for translating the capital improvements called for City master plans. Engineer will be responsible for being familiar with state and federal funding opportunities and to work internally or with a subcontractor to prepare grant and loan application packages.

Development Review

Engineer will be responsible for engineering review of development projects. This requires coordination with project applicants and with other City departments – public works, planning, water, wastewater, etc. Such coordination often takes place through an internal development review committee process. Development review often also requires coordination with other public agencies – APCD, RWQCB, CalTrans, SBCAG, etc.

Engineer will recommend conditions of approval as appropriate for each development project. If record maps such as parcel maps or tract maps are submitted to the City, Engineer will provide technical review, sign, and seal the certification statements on the record maps. The County surveyor will provide record map checking services.

Representing the City

Engineer will represent the City at each meeting of the SBCAG Technical Advisory Committee. This committee meets monthly in various locations. In addition, Engineer may be called on to represent the City at other countywide or regional meetings.

Attendance at Council Meetings

The City Council of Guadalupe meets on the second and fourth Tuesday of every month at 6:00 pm. Engineer will be required to attend those meetings to present any projects the Engineer is working on which require City Council approval – for instance, construction contracts requiring approval, development review projects with significant engineering input, etc. The City of Guadalupe does not have a Planning Commission or any other advisory body. All planning approvals, architectural design approvals, and other program and project approvals rest solely with City Council.

Fee Schedule

Personnel Description	Rate/Hour		
	2025	2026	2027
Principal Civil Engineer	\$225.00	\$230.00	\$235.00
City Engineering Services*	\$190.00	\$195.00	\$200.00
Project Manager	\$180.00	\$185.00	\$190.00
Assistant Engineer	\$160.00	\$165.00	\$170.00
PW Inspection (Prevailing Wage)	\$180.00	\$185.00	\$190.00
Engineering Technician	\$140.00	\$145.00	\$150.00
Drafting Technician	\$120.00	\$125.00	\$130.00
Administrative Assistant	\$100.00	\$105.00	\$110.00

* All City Engineering Services performed by Jeff van den Eikhof will be billed at this rate.

Direct Project Expenses

Outside Reproduction.....	Cost + 10%
Subcontracted or Subconsultant Services	Cost + 10%
Travel & Subsistence (other than mileage)	Cost
Auto Mileage.....	Current IRS Rate

PUBLIC SAFETY DIRECTORS REPORT
October 22, 2024

POLICE

- Police were successful in obtaining a grant from the **California Office of Traffic Safety** for **\$57,000** for a DUI Saturation Patrol Enforcement Program and DUI equipment and radars. We will team up with CHP and Santa Maria Police Department on field operations.
- Partnered with Mary Buren Elementary with traffic safety project. Street delineators were installed in the 1000 block of Peralta to prevent illegal U-turns which are a traffic hazard during the school drop off period. The initial trial period is currently a success.

FIRE

- **Park Fire Wildland Fire Mutual Aid Response** (7/28 – 8/11, 2024) – Fire Department received reimbursement of **\$99,620.97** for equipment usage and personnel response cost.
- Fire Department will assist with the Mary Buren Elementary **“Fall Festival.”**

Calls for service:

Medical Emergencies = 18

Fire Alarm Activation = 1

Code Compliance

10/14/2024 9:49:43	253 Guadalupe St	Graffiti on ally fence
10/11/2024 11:43:06	232 Point Sal dunes way	address missing
10/11/2024 11:39:20	209 Point Sal dunes way	address covered by bush
10/11/2024 11:34:25	4905 Sandpiper	full address missing
10/11/2024 11:30:06	145 Nelson	address covered
10/11/2024 11:12:20	4794 Pagaling	address missing
10/11/2024 11:03:32	4656 Fifth St.	needs unit number
10/9/2024 6:29:54	4436 Holly St	Weeds
10/9/2024 6:29:09	4462 Elm St	Vehicle on lawn
10/9/2024 6:28:16	4473 La Joya Dr	Weeds

10/9/2024 6:27:41	4441 La Joya Dr	Weeds
10/9/2024 6:26:53	4474 Hacienda Dr	Weeds
10/9/2024 6:26:08	4377 Herado Dr	Weeds
10/9/2024 6:24:39	410 Campodonico Ave	Graffiti
10/9/2024 6:23:37	4390 Guerrero Dr	Weeds
10/9/2024 6:22:36	4396 Guerrero Dr	Weeds

CODE COMPLIANCE

Code Enforcement Projects

1. 178 Obispo St – Abandoned, stored vehicle on driveway requiring car cover.
Compliance Order Sent – Due date for response 11/15/2024.
2. 4473 Second St – Abandoned, stored vehicle on driveway requiring car cover.
Compliance Order Sent – Due date for response 11/15/2024.
3. 4413 Second St – Abandoned, stored vehicle on driveway requiring car cover.
Compliance Order Sent – Due date for response 11/15/2024.
4. 4420 Amber St – Address numbers missing.
Compliance Order Sent – Due date for response 11/15/2024.
5. 4427 Amber St– Abandoned, stored vehicle on driveway requiring car cover.
Compliance Order Sent – Due date for response 11/15/2024.
6. 4481 Amber St – Abandoned, stored vehicle on driveway requiring car cover.
Compliance Order Sent – Due date for response 11/15/2024.
7. 921 A Obispo St – Abandoned, stored vehicle on driveway requiring car cover.
Compliance Order Sent – Due date for response 11/15/24.
8. 5018 Sandpiper Ln - Abandoned, stored vehicle on driveway requiring car cover.
Compliance Order Sent – Due date for response 11/15/24.

EMERGENCY PREPAREDNESS

No items to report

MONTHLY COMMITTEE ASSIGNMENTS

- Marian Hospital Community Board of Directors – Represent Guadalupe
- D&J’s Advisory Committee – Parolee Reentry and Homeless Shelter Assistance
- Son Care Advisory Board – Service Dogs for PTSD Veterans and Disability Community.
- RFCC Coordination Committee – Fire Dispatch Center – Represent Guadalupe
- EMS Workgroup – Emergency Medical Service – Represent Guadalupe
- Santa Barbara County Emergency Managers Meeting – Represent Guadalupe
- Santa Barbara County Animal Services Monthly Meeting with Director – Represent Guadalupe
- Santa Barbara County Probation Department – Community Corrections Realignment Planning Workgroup – Represent Guadalupe
- Santa Barbara Police Chief’s and Sheriff Association Meeting
- Santa Barbara Fire Chief’s Association Meeting
- Santa Barbara North County SART (Sexual Assault Response Team) Case Reviews – Represent Guadalupe
- Santa Barbara County CARE Act (Community Assistance, Recovery & Empowerment) Working Group - California Health and Human Services – Represent Guadalupe
- OA Mass Care and Shelter Committee – Represent Guadalupe
- Elected Leaders Forum to address Homelessness – Represent Guadalupe
- California League of Cities as the California Police Chiefs Association Representative - ***Advancing Equity Advisory Committee.***

SPECIAL PROJECTS

Assisted **Kiwanis of Guadalupe** with “Annual Christmas Parade” Caltrans application

GUADALUPE POLICE DEPARTMENT
MONTHLY ADMINISTRATIVE OPERATIONAL DATA SUMMARY
MONTH OF SEPTEMBER 2024

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	2	2	0	0	2	2	4	2
211 PC ROBEBRRY	0	0	0	0	2	2	0	0
242/245 PC ASSAULT	1	1	1	1	33	31	29	26
459 PC BURGLARY	0	0	1	0	9	2	15	6
484/487 PC THEFT	1	0	4	0	19	4	28	1
10851 VC VEH THEFT	0	0	1	0	3	1	20	0
451 PC ARSON	0	0	0	0	0	0	0	0
TOTAL	4	3	7	1	68	42	96	35

PART II: REPORTED CRIMES

REQUEST FOR SERVICE	THIS MONTH	THIS MONTH LAST YEAR	THIS YEAR TO DATE	LAST YEAR TO DATE
TOTAL REPORTS TAKEN	37	47	577	642
TOTAL REQUEST FOR SERVICE	209	209	1930	1921
TOTAL ACTIVITY FOR THE MONTH	246	256	2507	2563
DOMESTIC VIOLENCE REPORT	1	1	18	155
TOTAL PROPERTY STOLEN	\$19.00	\$12,029.00	\$22,622.00	\$52,380.00
TOTAL PROPERTY RECOVERED	\$0.00	\$0.00	\$0.00	\$25.00

PART III: ARREST SUMMARY

OFFENCES	THIS MONTH		THIS MONTH LAST YEAR		THIS YEAR TO DATE		LAST YEAR TO DATE	
	ADULTS	JUVENILES	ADULTS	JUVENILES	ADULTS	JUVENILES	ADULTS	JUNENILES
FELONY	3	0	4	0	33	4	27	1
MISDEMINOR	8	0	8	0	76	0	76	3
TOTAL	11	0	12	0	109	4	103	4
23152(a&b) VC ARREST	2		4		11		16	
WARRANT ARREST	0		2		9		14	

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



GUADALUPE FIRE DEPARTMENT



TO: PUBLIC SAFETY DIRECTOR, MICHAEL CASH
FROM: CAPTAIN PATRICK SCHMITZ
SUBJECT: MONTHLY SUMMARY OF CODE ENFORCEMENT CASES
 September 1, 2024 – September 30, 2024

DATE: 10/04/2024

CALLS FOR SERVICE

September 2024

INCIDENT TYPE	This Month	Last Month	Year to Date (2024-2025)	Year to date (2023-2024)
Medical	35	32	103	100
Structure Fire	0	1	2	0
Cooking Fire	0	0	0	0
Trash or Rubbish Fire	0	1	2	4
Vehicle Fire	2	0	2	1
Grass/Vegetation Fire	1	0	4	2
Other Fire	0	0	1	0
Motor Vehicle Accidents with Injuries	1	0	4	11
Motor Vehicle Accidents No Injuries	1	2	3	6
Motor Vehicle/Pedestrian Accident	0	0	0	4
Hazardous Materials Spill/Release	0	1	2	1
Hazardous Condition Other	3	1	4	5
Water Problem/Leak	0	1	2	1
Animal Problem	0	0	0	1
Search / Rescue	0	0	0	0
Public Assistance	1	1	7	6
Police Matter/Assistance	0	0	3	3
Illegal Burn	0	0	1	0
Smoke/CO Detector Activation	1	4	9	3
Dispatch and Canceled En-route	5	4	10	6
False Alarm	2	1	5	6
TOTAL	52	49	164	160

Additional Information

STAFFING: 1 Public Safety Director (Police/Fire Chief)
 3 Fire Captains
 2 Fire Engineers 1 Vacant Position
 1 Paid-Call Firefighters 5 Vacant Position

GUADALUPE FIRE DEPARTMENT

Special Assignments / Events / Coverage:

- Food Distribution (09/05)
- Funeral Service (John Velasquez) (09/13)
- CARES for PAWS (09/15)

CODE COMPLIANCE CASES

September 2024

INCIDENT TYPE	This Month	Last Month	Year to Date (2024-2025)	Year to date (2023-2024)
Business License (GMC 5.04.110)	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	0	0	0
Residential Solid Waste Collection (GMC 8.08.070)	0	0	0	0
Litter Accumulation (GMC 8.12.020)	3	3	12	10
Burning Garbage Prohibited (GMC 8.12.150)	0	0	0	0
Abatement of Weeds and Rubbish (GMC 8.16.010)	7	8	50	44
Discharge of Illegal Fireworks (GMC 8.24.020)	0	0	0	0
Unlawful Property Nuisance (GMC 8.50.070)	0	0	2	2
Graffiti Abatement (GMC 9.07.060)	0	1	2	0
Parking of Large Vehicles / Trailers (GMC 10.24.190)	0	0	0	0
Abandoned Vehicles (GMC 10.36.010)	0	0	2	1
Portable/fixed basketball goals (GMC 10.48.050)	0	0	0	0
Address Number (GMC 15.08.020 (505.1))	6	2	15	28
Illegal Garage Conversion	0	0	1	0
Wall, Fence, or Hedge Requirements (GMC 18.52.121)	0	0	2	4
Damage Fence (GMC 18.52.125)	0	0	0	0
Trailers / Mobile Homes as Living Space (GMC 18.56.030)	0	0	0	1
Parking on Front Yard Setback (GMC 18.60.040)	6	2	10	12
Landscape Maintenance Required (GMC 18.64.120)	0	0	3	0
Working Without Permits (GMC15.04.020)	0	0	1	0
Complaints (No Violation Found)	0	0	0	0
Apartment Inspections	83	0	85	0
Yearly Business Inspections	11	9	21	4
Other	0	1	1	8
TOTAL	116	26	207	114
Complaints Received	0	0	2	2

Miscellaneous	This Month	Last Month	Year to Date (2024-2025)	Year to date (2023-2024)
Visitors	10	23	57	139
Public Relations	3	2	6	15
School Station Visits	0	0	3	0



GUADALUPE CODE COMPLIANCE

TO: PUBLIC SAFETY DIRECTOR, MICHAEL CASH
FROM: CODE COMPLIANCE OFFICER, JOSUE MERAZ
SUBJECT: MONTHLY SUMMARY OF CODE ENFORCEMENT CASES
 SEPTEMBER 1, 2024 – SEPTEMBER 30, 2024

DATE: 10/01/2024

CODE ENFORCEMENT CASES

INCIDENT TYPE	This Month	Last Month	Year to Date (2020-2021)
Parking Prohibited Zoning Clearance Required (GMC 18.60.040) (D)	0	0	0
Animal Nuisance (Odor, Noise) (GMC 6.04.100 (A,E))	0	0	2
Fowl, Livestock and Wild Animals (GMC 6.04.210)	0	0	2
Litter Accumulation (GMC 8.12.020)	2	2	8
Abatement of Weeds and Rubbish (GMC 8.16.010)	0	0	20
Unsafe Buildings-Collecting Rent for (GMC 8.40.030)	0	0	1
Unlawful Property Nuisance (GMC 8.50.070)	0	2	8
Graffiti Abatement (GMC 9.07.060)	0	0	0
Abandoned Vehicles/ Vehicle Covers (GMC 10.36.010)	17	16	60
Portable/fixed basketball goals (GMC 10.48.050)	0	0	2
Parking of large vehicles/trailers (GMC 10.24.190)	0	0	2
Wall,Fence,or Hedge Requirements (GMC 18.52.121)	0	0	3
Working Without Permits (GMC15.04.020)	0	1	3
Address Number (GMC 15.08.020 (505.1))	1	4	9
Tampering with water service (GMC 13.04.200)	0	0	1
Damage Fence (GMC 18.52.125)	0	0	0
Parking on Front Yard Setback (GMC 18.60.035)	2	0	4
Trailers/Mobile homes as living space (GMC 18.56.030)	0	0	0
Grease trap General Regulations (GMC 13.14.050)	0	0	2
Landscape Maintenance Required (GMC 18.64.120)	0	4	6
Discharge of illegal fireworks (GMC 8.24.020)	0	0	15
72hr Parking	0	0	3
Code 60 Citations	0	0	2
TOTAL	22	29	153
Complaints Received	5	2	35

Miscellaneous	This Month	Last Month	Year to Date (2020-2021)
Visitors	0	0	0
Public Relations (Food distribution, Covid Vaccination)	1	1	8
School Visits ()	0	0	0



REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda October 22, 2024

Janice Davis

Todd Bodem

Prepared by:
Janice Davis, Finance Director

Approved by:
Todd Bodem, City Administrator

SUBJECT: ARPA Allocation of Funds

RECOMMENDATION:

It is recommended that the City Council review requested changes to the American Rescue Plan Act (ARPA) allocation previously approved at the June 11, 2024, Council meeting.

BACKGROUND:

City Council adopted the FY2024-2025 Budget during City Council meeting held on June 11, 2024, where the proposed American Rescue Plan Act (ARPA) allocation of funds were also reviewed and approved with the budget.

Resolution No. 2024-38, Sections 4 and 6, provide:

“**SECTION 4.** The Fiscal Year 2024-2025 American Rescue Plan Act Allocation ... is approved;”

* * *

“**SECTION 6.** The City Administrator, or his delegee, is authorized to take all necessary actions to implement the provisions of said budget, capital improvement projects, and capital facilities fund program of projects as adopted on this date, including future adjustments for unanticipated expenditures offset by revenues, and transfers of budget amounts within a fund”

See Resolution No. 2024-38, attached hereto. (**Attachment 2**).

DISCUSSION:

City staff has met regarding the City Hall roof repair and other projects on the list that require an extensive architectural design, RFP, or contractual bid documentation as the ARPA funds need to be obligated by December 31, 2024. Any funds that remain unobligated after the December 2024 deadline must be returned to the U.S. Department of Treasury. This item is to advise of the recommended category changes removing the roof and wall repair and reassigning to various categories listed on page 2 of **Attachment 1**.

FISCAL IMPACT:

None.

ATTACHMENTS:

1. Proposed Fiscal Year 2024-2025 American Rescue Plan Act Allocation Draft
2. Resolution No. 2024-38

Description	FY21-22	FY24-25	FY24-25 Budget
	Council Approved	REMAINING	Notes
General Fund loss of revenue	\$ 200,456	71,425.17	
General Plan Environmental impact review	\$ 46,074	27,241.71	Roof and Wall repair
Cyber Sec Upgrades IT	\$ 75,000	48,013.31	Roof and Wall repair
Rec Manager	\$ 168,865	30,414.62	Roof and Wall repair
Planning Software	\$ 73,000	41,788.73	Use for Tyler Planning implementation
Adobe	\$ 18,208	2,760.67	
Spanish/Mixteco Interpreting Services	\$ 7,500	7,500.00	add back per council 7/11
Surface Pro 7 w/Keyboard	\$ 19,682	3,841.25	Moved 453.88 to cover overspend in Website Event Manag
City hall roof repairs	\$ 266,000	222,770.00	Roof and Wall repair
Leroy Park Parking Lot	\$ 165,000	163,850.00	??? Might be Free to use depending on FEMA mitigation
O'Connell Park gate	\$ 10,000	10,000.00	Roof and Wall repair
O'connell irrigation renovation	\$ 54,000	51,815.80	Roof and Wall repair
Generator (1)/Emergency declaration - electrical issues	\$ 50,000	36,698.35	\$47000 for Electrical moved 10,301.65 to cover overspend / \$3000 for PD C-Train
PW Conference Room Upgrades	\$ 18,000	1,399.55	Wastewater surface pro \$1123.67
Finance Office Upgrades	\$ -	-	Floor repair/refinish in Finance Office
Vegetation Maintenance	\$ 50,000	12,916.00	Roof and Wall repair
Maintenance Lead	\$ 85,500	58,553.53	Moved \$11,926.07 to cover floor repair Finance & 633.34 City Hall Painting
Library Relocation	\$ 30,000	30,000.00	Roof and Wall repair
	1,670.39	\$ 1,781,281	820,988.69

Total ARPA awarded \$ 1,860,000
Remaining to allocate \$ 78,719 \$ 78,719
899,707.41

New Obligated Description

Already part of list	\$ 71,425	General Fund loss of revenue
Already part of list	\$ 41,789	Planning Software Tyler
Already part of list	\$ 7,500	Spanish/Mixteco Interpreting System
Already part of list	\$ 163,850	Leroy Park Parking Lot
	\$ 20,000	Mower P&R
	\$ 3,875	Heated Power Washer
	\$ 49,500	Sewer Serice Line (Men's & Fire side)
	\$ 9,835	Waterline Replacement at City Hall
	\$ 49,500	Irrigation O'Connell Park
	\$ 6,000	Irrigate Tree Line O'Connell Park
	\$ 80,000	Utility Truck (Building Maintenance)
	\$ 15,000	Gator
	\$ 6,000	Picnic Tables O'Connell Park
	\$ 5,000	(2) Generators (Building Maintenance)
	\$ 5,000	Flood Lights
	\$ 5,000	Paving City Hall Basketball Count (In Back)
	\$ 30,000	Bill Gaines Audio/Video System for Council Chambers
	\$ 7,500	Spanish/Mixteco Interpreting System
	\$ 15,000	Pave/Cement Senior Center curb area
	\$ 16,000	Slurry Seal O'Connell Park
	\$ 16,000	Slurry Seal Vets Hall
	\$ 16,000	Slurry Seal Senior Center
	\$ 16,000	Slurry Seal Court yard
	\$ 49,500	Basketball Rim Lift
	\$ 60,000	Utility Trailer
	\$ 3,000	Scissor Lift
	\$ 7,000	Aerater
	\$ 4,000	Auger
	\$ 3,000	Twenty (20) 6' tables and 30 chairs - City Hall Auditorium/Gym
	\$ 1,500	Fifteen (15) 6' tables -Senior Center
	\$ 10,000	Plotter PW
	\$ 5,000	Computer (Engineering compatible)
	\$ 2,000	PW Window
	\$ 1,000	Desk PW (Day)
	\$ 6,000	PW Floor
	\$ 807,774	
	91,933.51	Remaining

RESOLUTION NO. 2024-38

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE, CALIFORNIA, ADOPTING
THE 2024-25 FISCAL YEAR BUDGET**

WHEREAS, City Staff prepared and presented a preliminary draft budget to the City Council during a budget workshop at a City Council meeting on May 28, 2024; and

WHEREAS, the City Council assisted in the development of the proposed budget and further direction was provided to City Staff; and

WHEREAS, City Staff updated the expenditures per the preliminary draft based on the direction received from City Council to arrive at a balanced budget; and

WHEREAS, the proposed City Budget, Capital Improvements Project, Capital Facilities Fund Program of Projects, and American Rescue Plan Act Allocation for Fiscal Year 2024-2025 for the City of Guadalupe have been submitted to the City Council, have been considered, and are in final form and substance acceptable to the City Council.

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

- SECTION 1.** The Fiscal Year 2024-2025 City Budget (attached to the staff report for this item) is approved;
- SECTION 2.** The Fiscal Year 2024-2025 Capital Improvements Projects (attached to the staff report for this item) is approved;
- SECTION 3.** The Fiscal Year 2024-2025 Capital Facilities Fund Program of Projects (attached to the staff report for this item) is approved;
- SECTION 4.** The Fiscal Year 2024-2025 American Rescue Plan Act Allocation (attached to the staff report for this item) is approved;
- SECTION 5.** All encumbrances as of June 30, 2024, as represented by outstanding purchase orders and approved capital projects in process, are hereby authorized to be carried forward and appropriated into the 2024-2025 fiscal year budget as determined by the Finance Director along with any excess general fund revenue;
- SECTION 6.** The City Administrator, or his delegee, is authorized to take all necessary actions to implement the provisions of said budget, capital improvement projects, and capital facilities fund program of projects as adopted on this date, including future

adjustments for unanticipated expenditures offset by revenues, and transfers of budget amounts within a fund;

SECTION 7. That the City Administrator, or his delegee, is also authorized, until otherwise directed, to underfill position classifications by existing classifications when warranted to address operational demands; and

SECTION 8. 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.


PASSED AND ADOPTED at a regular meeting on the 11th of June 2024 by the following vote:

MOTION: EUGENE COSTA JR. / GILBERT ROBLES

AYES: 5 **Councilmembers:** Costa Jr., Hernandez, Julian, Furness, Robles
NOES: 0
ABSENT: 0
ABSTAINED: 0

I, Todd Bodem, Deputy City Clerk of the City of Guadalupe, DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2024-38** has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held June 11, 2024 and that same was approved and adopted.

ATTEST:

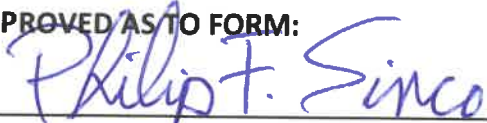


Todd Bodem, Deputy City Clerk



Ariston Julian, Mayor

APPROVED AS TO FORM:



Phillip F. Sinco, City Attorney



Agenda Item No. 11

REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE Agenda of October 22, 2024

Annis Barajas

Prepared by: Annis Barajas
Recreation Services Manager

Todd Bodem

Approved by:
Todd Bodem, City Administrator

SUBJECT: Amendment to the Fee Waiver Policy

RECOMMENDATION:

Staff recommends that the City Council approve an amendment to the Fee Waiver Policy to exempt rentals that have a total cost under \$650.00 from having to be approved by the City Council.

BACKGROUND:

At the City Council meeting on October 8, 2024, during the fee waiver request of Allan Hancock College Board of Trustees to use the Senior Center for one of its meetings, City Administrator Todd Bodem brought up the idea of amending the existing City Council approved Fee Waiver Policy to exempt rentals under a specific amount from having to have a fee waiver request approved by the City Council. There appeared to be a consensus of the City Council for such an exemption.

DISCUSSION:

The proposed exemption from the Fee Waiver Policy would apply when the total rental cost is under a total amount of \$650. The exemption would only relieve the party requesting the fee waiver from having to request the Council's approval. The same provisions and guidelines authorizing fee waivers would still apply, but the City Administrator or designee could grant the fee waiver in such cases. The reasoning behind the proposed amendment is that the staff costs and time to go through the fee waiver policy process exceeds the total rental cost being waived by two or three times. It is inefficient and more costly to the city when every fee waiver must be presented to the City Council as required by the Fee Waiver Policy. The City Council would still need to approve fee waiver requests when the total cost of the rental would equal or exceed \$650.

ATTACHMENTS:

1. Fee Waiver Policy with Amendment

FACILITY FEE WAIVER POLICY

Facility fees charged for the use of City facilities may be waived by the City of Guadalupe in certain limited cases. Any applicant requesting such a waiver must submit the appropriate documents demonstrating that the applicant or intended use fall within the following categories:

- Governmental agencies including, but not limited to other municipalities, County agencies, or special districts.
- Non-profit organizations, including 501(c)(3) and/or 501 (c)(4) organizations, located in Guadalupe or those who serve the Guadalupe community.
- Guadalupe organizations directly benefitting the Guadalupe community, such as a community group without non-profit status.

Any applicant requesting consideration of their waiver must do the following:

1. Submit a letter (or email) to the City of Guadalupe Recreation and Parks Department stating the reason(s) for the requested facility fee waiver. The letter (or email) must be from an authorized representative or the agency or organization.
2. Submit a Facility Use Application form for the specific City facility for which the fee waiver is being requested.
3. Submit certification of the applicant's 501(c)(3) or 501(c)4 status, non-profit organization documents, or any other applicable documents.
4. Submit a copy of the organization's mission statement, if any.
5. Submit the full security deposit for the event, including hourly fees. If the fee waiver is approved, the waived hourly fees will be refunded after the event, provided that if there is any damage or if there is inadequate clean-up after the event requiring the City to incur costs to repair the damage or finish cleaning up, these costs will be offset from the pre-paid hourly fees.
6. If approved, submit a copy of insurance naming the City of Guadalupe as the Certificate Holder and an Endorsement stating, " The City of Guadalupe, its officers, officials, agents, and volunteers are to be covered as additionally insured."

Facility fee waivers that exceed \$650 will be presented to the City Council for a recommendation to approve or deny the fee waiver request. The City Council will use the criteria listed on the next page of this Policy in making its decision. The decision of the City Council will be final.

If the total costs of the rental are \$650.00 or below, the City Administrator or designee may waive the hourly fees as long as the criteria in this fee waiver policy has been met by the requesting party.

In all cases, certain expenses incurred by the City, including but not limited to, the cost of a building attendant or the cost for utilities, may not be waived. The only fees that can be waived are the hourly rental fees.

FACILITY FEE WAIVER CRITERIA

In reviewing a fee waiver request, if a fee is to be waived, the following criteria should be considered:

1. The organization must show proof of valid 501(c)(3), 501(c)(4), or other nonprofit status. If the organization, is not a nonprofit, then it must be a community service organization serving the City of Guadalupe and benefitting the residents of Guadalupe.
2. If applicable, the organization must submit their policy showing that they do not deny participants/players due to their inability to pay registration or participation fees.
3. Whether the proposed fee waiver: will have any significant impacts on the facilities or Recreation and Parks Department activities, and if so: (1) whether the applicant will provide volunteer services and materials to mitigate any impacts created by the event or program, or the impacts are adequately offset by the public benefit provided by the program or event. If the applicant offers to provide volunteer services to offset any impacts of the event, such volunteer services are subject to approval of the Recreation and Parks Department which may require the use of a City building attendant (e.g., for an event where alcohol is served).
4. A Certificate of General Liability Insurance must be submitted 30 days prior to the event in an amount no less than two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage, and endorsed to provide that "the City of Guadalupe and its officers, officials, employees, agents, and volunteers shall be additional names insureds" under such policies with coverage at least as broad as ISO form CG 2010 or CG 20 26.
5. Scheduling and use of facilities and events are subject to availability of requested facilities and do not have preference over City programs and activities or previous commitments to outside parties.
6. Reasonable steps must be made by the permittee to minimize impacts to the City of Guadalupe facilities, programs, and residents.
7. Within thirty (30) days of completion of the event for which a fee waiver was given, for future consideration of fee waivers, the permittee should provide a written report to the Recreation and Parks Department, to include at a minimum; number of participants; event revenue and expenses; and if any benefit to the City. After receiving this information from the permittee, the Recreation and Parks Department staff shall provide a written update to the City Council reporting on the event and will include the pros and cons of the event for future reference for any necessary improvements for facility use.
8. Failure to abide by the rules and procedures as set forth in this document may result in the respective permittee being denied for future fee waiver requests.