

City of Santa Paula

City Council

MAYOR JENNY CROSSWHITE
VICE MAYOR ANDY SOBEL
COUNCILMEMBER RICHARD ARAIZA
COUNCILMEMBER CARLOS JUAREZ
COUNCILMEMBER LESLIE CORNEJO



CITY COUNCIL REGULAR MEETING OF THE SANTA PAULA CITY COUNCIL

WEDNESDAY, MAY 4, 2022

6:30 PM - City Council Regular Meeting

SANTA PAULA CITY HALL
970 VENTURA STREET
SANTA PAULA, CA 93060

JULIE LATSHAW, CITY CLERK
DAN SINGER, CITY MANAGER
JOHN C. COTTI, CITY ATTORNEY

Spare Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the City Clerk and are available for public inspection. If you have any questions regarding any agenda item, contact the City Clerk at (805) 933-4208.

BRINGING ITEMS BEFORE THE CITY COUNCIL

You are invited to participate in all Regular City Council meetings. Agendas are posted in the front of Santa Paula City Hall, 970 Ventura Street, Santa Paula, 72 hours in advance of the scheduled meetings. The City Council's regular meetings start at 6:30 p.m. the first and third Wednesday of each month in the City Hall Council Chambers located at 970 Ventura Street in Santa Paula.

HOW TO PARTICIPATE IN PERSON DURING THE MEETING: If you wish to speak at a City Council meeting, please fill out a **Public Comment Form** noting your name and address and submit the form to the City Clerk. Include the Agenda item number, when appropriate. **Public comments are limited to 3 minutes.**

1. **Items Not on the Agenda:** If you wish to discuss an item which is not scheduled on the Agenda, you may address the City Council during *Public Comment*. Please realize that due to the limitations placed on the City Council by provisions of the *California Government Code*, the City Council ordinarily cannot take action on any item that is not on the agenda. Because of these restrictions, expect that matters that you identify during public comment will be referred to staff or considered on a future agenda.
2. **Agenda Items:** Items being considered by the City Council may appear on the Consent Calendar, as an Action Item, or as a Public Hearing. Public comments on each type of item are handled differently, as explained below:
 - a. For items appearing on the Consent Calendar, please submit a Public Comment Form before the Council takes action on the Consent Calendar. Items that receive a Public Comment Form may be pulled from the Consent Calendar by the Mayor and discussed separately by the City Council.
 - b. For items appearing as an Action Item, the Mayor will announce the Agenda item and request the staff report, the staff member responsible will give a brief summary of the report; the City Council will have an opportunity to ask questions of staff; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform); and the City Council will discuss the item and then take appropriate action.
 - c. For items on which a Public Hearing is scheduled, the Mayor will open the public hearing and receive the staff report; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform); the City Council will discuss the item; and the Mayor will close the public hearing after City Council action.

HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit email correspondence on any agenda item by sending an email to cityclerk@spcity.org. All public correspondence received by 3:00 p.m. (PT) on the meeting date will be provided to the legislative body before the meeting. Public Comments received after 3:00 p.m. will be provided to the legislative body the next day.

Your Participation in this meeting is in the public domain; meetings are cablecast; minutes of this meeting will reflect your participation in this meeting and are posted on the city's website.

PLEASE NOTE: *Be advised that if you bring a legal challenge to an action, you may be limited to raising only those issues you or someone else raised at the meeting described in this Agenda, or in written correspondence delivered to the City Council at or before the meeting.*

Any action is subject to the ninety-day time period set forth in Code of Civil Procedure § 1094.6.

*In compliance with the **Americans with Disabilities Act**, if you need special assistance to*

participate in this meeting, please contact the City Clerk at (805) 933-4208. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35, 102-35.104 ADA Title II). Written materials distributed to the City Council within 72 hours of the City Council meeting are available for public inspection immediately upon distribution in the City Clerk's office.

REGULAR MATTERS - COUNCIL CHAMBERS

1. CALL TO ORDER

REMINDER: in order to minimize distractions during public meetings, all personal communication devices should be turned off or put in a non-audible mode.

2. INVOCATION

3. FLAG SALUTE

4. ROLL CALL

5. CLOSED SESSION REPORT

6. PRESENTATIONS

6.A MENTAL HEALTH AWARENESS MONTH - PROCLAMATION

6.B MEASURE T COMMITTEE RECOMMENDATION OF SURPLUS FUNDS.

6.C INTRODUCTION OF NEW HOUSING AUTHORITY EXECUTIVE DIRECTOR,
ELENORE VAUGHN

6.D HOMELESS UPDATE

7. PUBLIC COMMENT

At this time, members of the public may comment on any item not appearing on the agenda that is within the subject-matter jurisdiction of the City Council. A Public Comment Form must be submitted to the City Clerk prior to the beginning of the Public Comment period in order to be recognized to speak. Individuals submitting Public Comment Forms after the beginning of the Public Comment period will not be allowed to speak at this time, but may be recognized to speak by the Mayor at the conclusion of the meeting. Individual Councilmembers may briefly respond to Public Comments or ask questions for clarification. The City Council may direct staff to report to the City Council on the item at a later meeting. For items appearing on the Agenda, the public will be invited to make comments at the time the item comes up for City Council consideration. If a member of the public wishes to address a Consent Calendar item, please submit a Public Comment Form for that item. It may then be discussed separately by the Council, and the public will be invited to make comments at that time. At all times, please use the microphone and write your name and address on the Public Comment Form provided.

8. CITY COUNCIL REPORTS

9. CITY MANAGER REPORTS

10. CONSENT CALENDAR

Background information has been provided to the City Council on all matters listed under the Consent Calendar and these items are considered to be routine by the City Council and are normally approved by one motion. If discussion is requested by a Councilmember on any item, or a member of the public wishes to comment on an item, that item may be removed from the Consent Calendar for separate action.

10.A EXTEND APPROVAL TO HOLD VIRTUAL CITY COUNCIL, COMMISSION, COMMITTEE, BOARD AND OTHER CITY BODIES, MEETINGS PURSUANT TO AB 361

RECOMMENDATION:

Staff recommends that the City Council:

1. Extend Approval to hold Virtual City Council, Commission, Board, and other City Bodies Meetings Pursuant to AB 361.

10.B APPROVAL OF MINUTES

RECOMMENDATION:

Staff recommends City Council approve the following minutes:

1. City Council Special Meeting Minutes - April 20, 2022
2. City Council Regular Meeting Minutes - April 20, 2022

10.C BIOSOLIDS HAULING SERVICES CONTRACT

RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to execute a 3-year contract with Synagro-WWTP, Inc. for the hauling and disposal of biosolids from the Water Recycling Facility for FY 2021/2022 through FY 2024/2025 in a form approved by the City Attorney.

10.D PLANS AND SPECIFICATIONS FOR WATER RECYCLING FACILITY ANOXIC AND AEROBIC TANKS REHABILITATION PROJECT

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7396 approving the plans and specifications for the Water Recycling Facility Anoxic Tanks No. 1 and 2 and Aerobic Tanks No. 1 and 2 Rehabilitation Project.
2. Authorize Staff to advertise for Project bids.

11. PUBLIC HEARING

- Verification of posting notice by City Clerk
- Declaration of conflicts (if any)
- Declaration of ex parte contacts (if any)
- Open public hearing
- Staff presentation
- Discussion and action
- Close public hearing

11.A VENTURA COUNTY WATERSHED PROTECTION DISTRICT BENEFIT

ASSESSMENT PROGRAM FOR FY 2022-23

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7395 authorizing the City Manager to allow City participation in the Ventura County Watershed Protection District's Benefit Assessment Program for FY 2022-23 and continue the City's assessment of \$6.65 per Benefit Assessment Unit (BAU) per year to fund a portion of the City's Stormwater Management Program.

12. ACTION ITEMS

12.A APPOINTMENT - SENIOR ADVISORY COMMITTEE

RECOMMENDATION:

Staff Recommends that the City Council:

Appoint one member to the Senior Advisory Committee.

12.B ADVANCED WATER TREATMENT FACILITY PROJECT STATE REVOLVING FUND FINANCING - SANTA PAULA UTILITY AUTHORITY **RECOMMENDATION:**

Staff recommends that the City Council, sitting as the City Council of the City and the Board of Directors of the Santa Paula Utility Authority:

1. Adopt Resolution 7398 authorizing the Executive Director or his designee to apply for a Clean Water State Revolving Fund (CWSRF) loan for design and construction of the Advanced Water Treatment Facility (AWTF) project.
2. Adopt Reimbursement Resolution 7399 authorizing reimbursing expenditures and indicating a reasonably expected maximum principal amount of \$23 million for the AWTF project.

Presented by: Clete J. Saunier, Public Works Director

12.C INITIATING THE PROCESS OF CHANGING TO DISTRICT COUNCIL ELECTIONS

RECOMMENDATION:

Staff recommends the City Council:

1. Receive a report on the districting process and permissible criteria to be considered to create district boundaries; and
2. Provide direction to staff on the selection of a demographer and public relations firm; or
3. Take such other action the Council deems appropriate

12.D THIRD QUARTER FISCAL REPORT FY 21/22

RECOMMENDATION:

Staff recommends that the City Council approve Resolution No. 7400 Amending the City's Operating and CIP Budget for FY 2021/22.

12.E **ORDINANCE INCREASING CITY COUNCIL COMPENSATION**

RECOMMENDATION:

It is recommended that the Council:

Waive reading and introduce on first reading Ordinance No. 1317 increasing City Council compensation to \$600 per month, per member of the City Council.

13. ITEMS FOR FUTURE AGENDAS

13.A **FUTURE AGENDA ITEMS**

RECOMMENDATION:

Staff recommends City Council Review Future Agenda Items.

14. ADJOURNMENT

State of California)-

County of Ventura)- ss

City of Santa Paula)-

I declare under penalty of perjury that I posted this City Council Agenda on the bulletin board near the front door of City Hall, 970 Ventura Street, Santa Paula, California.

On _____, at _____ Signed: _____

Julie Latshaw

City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Julie Latshaw, City Clerk

Subject: EXTEND APPROVAL TO HOLD VIRTUAL CITY COUNCIL,
COMMISSION, COMMITTEE, BOARD AND OTHER CITY BODIES,
MEETINGS PURSUANT TO AB 361

Date: May 4, 2022

Agenda Item: 10.A

RECOMMENDATION:

Staff recommends that the City Council:

1. Extend Approval to hold Virtual City Council, Commission, Board, and other City Bodies Meetings Pursuant to AB 361.

BACKGROUND:

With the expiration of the Governor's Executive Order, the Governor signed into law Assembly Bill 361. Effective October 1, 2021, AB 361 allows local governments to continue to conduct remote virtual meetings so long as there is a state-proclaimed state of emergency and the legislative body makes mandatory findings.

On October 6, 2021, the Council unanimously voted to continue virtual City Council meetings under AB 361 by adopting Resolution No. 7369. In November, however, the Council returned to in-person meetings and allowed Resolution No. 7369 to lapse.

On January 19, 2022, the Council again unanimously voted to continue virtual City Council, Commission, Board, and other City Bodies meeting under AB 361 by adopting Resolution No. 7384.

In order to extend the ability to hold virtual City Council, Commission, Board, and other City Bodies Meetings pursuant to AB 361, the City Council must make the findings and determinations under AB 361 to again allow the Council to meet virtually.

ANALYSIS:

In order to continue to qualify for AB 361's waiver of in-person meeting requirements, the City Council must, within thirty (30) days of its first meeting under AB 361, and every thirty (30) days thereafter, make findings that (a) state or local officials continue to recommend measures to promote social distancing, or that (b) an in-person meeting would constitute an imminent risk to the safety of attendees.

The above conditions continue to exist at this time, and staff recommends the City Council by motion reconfirm the findings and determinations made in Resolution No. 7384 so that the City Council may continue to meet virtually under AB 361.

Lastly, it is important to note that AB 361 is optional. If the City Council wishes, it may meet in person.

STRATEGIC PLAN:

None.

FISCAL IMPACTS:

There is no fiscal impact associated with this item.

OPTIONS:

1. Approve staff recommendations; or
2. Without a majority vote of the City Council every 30 days, to extend the time, Resolution No. 7384 approving virtual meetings pursuant to AB 361 would lapse, requiring Council to hold in-person meetings until extended by a majority vote.

ATTACHMENTS:



**CITY OF SANTA PAULA
City Council Special
April 20, 2022, 6:00 PM
MINUTES**

CLOSED SESSION - COUNCIL CHAMBERS

1) CALL TO ORDER

Mayor Crosswhite called the meeting to order at 6:00 p.m.

2) ROLL CALL

Vice Mayor Sobel was present by conference call.

Members Present: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Richard Araiza, and Leslie Cornejo

3) PUBLIC COMMENTS

None.

4) CLOSED SESSION

4.A) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
- Initiation of litigation pursuant to § 54956.9(d)(4), Number of Cases (1)

4.B) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
- Pursuant to Government Code § 54956.9(d)(2), February 11, 2022,
Letter from attorney Jason Dominguez concerning the California Voting
Rights Act

Council adjourned to Closed Session.

5) ADJOURNMENT

Mayor Crosswhite adjourned the meeting to the Regular meeting at 6:30 p.m.

ATTEST:

Julie Latshaw
City Clerk



**CITY OF SANTA PAULA
City Council Regular AMENDED
April 20, 2022, 6:30 PM
MINUTES**

REGULAR MATTERS - COUNCIL CHAMBERS

1) CALL TO ORDER

Mayor Crosswhite called the meeting to order at 6:30 p.m.

2) INVOCATION

Chaplain Kay Wilson-Bolton provided the Invocation.

3) FLAG SALUTE

Councilmember Juarez led the flag salute.

4) ROLL CALL

Due to Covid-19, Councilmember Sobel attended the meeting virtually pursuant to AB 361.

Members Present: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Richard Araiza, and Leslie Cornejo

5) CLOSED SESSION REPORT

City Attorney John Cotti reported that City Council met in closed session on two items:

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Initiation of litigation pursuant to § 54956.9(d)(4), Number of Cases (1); and
 2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Pursuant to Government Code § 54956.9(d)(2), February 11, 2022, Letter from attorney Jason Dominguez concerning the California Voting Rights Act.
- Council took no reportable actions.

Mr. Cotti also announced that Councilmember Sobel is joining the meeting virtually pursuant to AB 361, who is under the weather due to a Covid infection. Councilmember Sobel is aware he was going to mention this during the meeting.

6) PRESENTATIONS

6.A) NATIONAL DONATE LIFE MONTH - PROCLAMATION

Mayor Crosswhite read and presented the National Donate Life Month Proclamation to Stephen Weed, who spoke of his past receiving organ donations and how Donate Life saves lives.

6.B) RECOGNITION OF THE FIREWORKS COMMITTEE DONATION TO THE CITY OF SANTA PAULA

Ginger Gerahd and Al Guilin with the Rotary Club of Santa Paula received a Certificate of Recognition for their donation of \$15,000 to help pay for the City of Santa Paula Fireworks show for the community.

6.C) COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT QUARTERLY REPORT (JANUARY - MARCH 2022)

Community and Economic Development Director James Mason provided Community and Economic Development Department Quarterly Report for January - March 2022.

7) PUBLIC COMMENT

Kay Wilson-Bolton was called to speak on Fair Housing.

Richard Rudman was called to speak announcing to save the date for May 19th for the Chamber State of the City and Awards. Citizen of the Year: Elvia Hernandez, Community Service Award: Paul Belgum, Nonprofit of the Year: Poder Popular, and Business of the Year: Anna's Cider.

8) CITY COUNCIL REPORTS

Councilmember Juarez:

Attended the City Easter event; Blue Ribbon Committee meeting; and K-9 Fund Raiser.

Councilmember Araiza:

Attended the Broadband Committee meeting; Homeless ad hoc Committee; and K-9 Fund Raiser.

Councilmember Cornejo:

Attended K-9 Fund Raiser; Harding Park Advisory Board; Property Business Improvement District meeting; Basin Pumpers; and asked if tonight's meeting can be adjourn in memory of Frank Brommenschenkel.

Vice Mayor Sobel:

Attended the Broadband Committee meeting; Economic Development; Blue Ribbon Committee; and Ventura County Transportation Santa Paula Branch Line meeting.

Mayor Crosswhite:

Attended the Homeless ad hoc meeting; Ventura Regional Sanitation District;

Central de Pueblo meeting; Central Coast Regional Equity Initiative presentation; and Cardinal Gala.

9) CITY MANAGER REPORTS

City Manager Singer:

Participated in Central Coast Regional Equity Initiative presentation; K-9 Fund Raiser; Assessment of our Ventura County VOAD; Economic Development subcommittee; Housing and Homeless meeting.

10) CONSENT CALENDAR

10.A) APPROVAL OF MINUTES

10.B) MARCH 2022 WARRANTS AND CERTIFICATIONS

10.C) FISCAL YEAR 2022-2023 SENATE BILL 1 PROJECT LIST

10.D) SECOND READING TO ADOPT ORDINANCE NO. 1315 ADOPTING A MILITARY EQUIPMENT USE POLICY PURSUANT TO AB 481

10.E) CANYON BOOSTER PUMP UPGRADE PROJECT

10.F) WAIVE FORMAL BIDDING AND ALLOW PURCHASE OF FARO FOCUS LASER SCANNER FUNDED BY VCSAFE GRANT.

10.G) PROFESSIONAL SERVICES AGREEMENT WITH M6 CONSULTING FOR BUILDING AND SAFETY INSPECTION, CODE COMPLIANCE AND BUILDING PLAN REVIEW SERVICES,

10.H) ALCOHOL ENFORCEMENT AGREEMENT FOR PROJECT 21-CUP-03, VINCE'S CAFÉ INC. (DBA EL CAPRICHIO RESTAURANT) LOCATED AT 827 E. MAIN STREET. (TYPE 47- BEER, WINE & DISTILLED SPIRITS – ON SALE GENERAL - EATING PLACE)

Councilmember Araiza recused himself from this item.

10.I) EXISTING TEMPORARY WATERLINE VACATION - HARVEST AT LIMONEIRA

10.J) SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS DELEGATE REPRESENTATIVE

Motion: Approve 10) CONSENT CALENDAR with Councilmember Araiza recusing himself from Item 10.H.

Moved by Andy Sobel, seconded by Carlos Juarez

Vote: Motion carried 5-0

Yes: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Richard Araiza, Leslie Cornejo

11) PUBLIC HEARING

11.A) A RECOMMENDATION THAT THE CITY COUNCIL ADOPT

ORDINANCE NO. 1316 AMENDING CHAPTER 16.58 OF THE SANTA PAULA MUNICIPAL CODE TO EXCLUDE ESTABLISHMENTS WITHIN THE CENTRAL BUSINESS DISTRICT FROM THE SEPARATION REQUIREMENT FOR ONSITE SALE OF ALCOHOL

Councilmember Araiza recused himself from this item and left the dais.

Mayor Crosswhite opened the public hearing.

Community Development Director, James Mason provided presentation on Sales of Alcohol.

With no Public Speakers, Mayor Crosswhite closed the public hearing.

Motion: Approve as amended Adopt Ordinance No. 1316 Amending Chapter 16.58 of the Santa Paula Municipal Code to Exclude Establishments within the Central Business District from the Separation Requirement for On-Site Sale of Alcohol; Make changes to Chapter 16.58.010 (C) stating: Except for temporary sales of alcohol and except for alcohol sales for on-site consumption within the Central Business District, sale of Alcoholic beverages within 300 feet of a public or private school is prohibited on weekdays between the hours of 7:00 a.m. and 6:00 p.m.; and Find that the Ordinance Is not a "Project" or Is Otherwise Exempt from CEQA.

Moved by Carlos Juarez, seconded by Leslie Cornejo

Vote: Motion carried 4-0

Yes: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Leslie Cornejo

12) ACTION ITEMS

12.A) 5-YEAR PAVEMENT MANAGEMENT PLAN UPDATE

Robert Woodward, Interim City Engineer and Rachel Williams, Project Manager, with m6 Consulting, provided a presentation on the 5-Year Pavement Management Plan Update

12.B) PROPERTY BUSINESS IMPROVEMENT DISTRICT (PBID) INTENT TO RENEW FORMATION

Councilmember Juarez recused himself on this item due to a conflict and left the dais.

Jonathan Royas, Management Analyst, provided a presentation on the Property Business Improvement District Intent to Renew Formation.

Motion: Approve 1. Receive and accept the results of a petition of property owners for the proposed renewal of the downtown Property Business Improvement District (PBID) to go to ballot allowing the City Clerk to initiate Proposition 218 proceedings as prescribed in the Proposition 218 Omnibus Implementation Act (California Government Code, Section 53750); 2. Approve the Management District Plan (Exhibit B); 3. Adopt the Resolution of Intention No. 7392 (Exhibit A); and 4. Set a date for a Public Hearing on Wednesday, June 15, 2022.

Moved by Leslie Cornejo, seconded by Richard Araiza

Vote: Motion carried 4-0

Yes: Jenny Crosswhite, Andy Sobel, Richard Araiza, Leslie Cornejo

12.C) AGREEMENT WITH SANTA PAULA UNIFIED SCHOOL DISTRICT FOR SUMMER CAMP PROGRAM

Greg Barnes, Parks & Recreation Director presented this item.

Motion: Approve Agreement with Santa Paula Unified School District for Summer Camp Program; Recognize \$323,576 in new revenue and \$284,576 in new expenditures in the General Fund; and Approve a one-time Pay Incentive for each Summer Camp employee in the amount of \$750.

Moved by Andy Sobel, seconded by Richard Araiza

Vote: Motion carried 5-0

Yes: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Richard Araiza, Leslie Cornejo

12.D) CITY COUNCIL COMPENSATION

John Cotti, City Attorney presented this item, reviewing California law and procedure for increasing City Council compensation.

After review, Council was in agreement to bring back an ordinance increasing City Council compensation to \$600 per month, giving the public a chance to speak on it before adopting.

Motion: Approve Staff to bring back an ordinance increasing City Council compensation to \$600 per month effective at the beginning of the new City Council term following the November 2022 election.

Moved by Richard Araiza, seconded by Leslie Cornejo

Vote: Motion carried 5-0

Yes: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Richard Araiza, Leslie Cornejo

12.E) HARVEST AT LIMONEIRA PROJECT AD HOC COMMITTEE

John Cotti, City Attorney presented this item.

Vice Mayor Sobel nominated Mayor Crosswhite and Councilmember Cornejo to serve.

Motion: Approve Appointing of Mayor Crosswhite and Councilmember Cornejo to serve as the Ad Hoc Committee for the Harvest at Limoneira Project.

Moved by Andy Sobel, seconded by Richard Araiza

Vote: Motion carried 5-0

Yes: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Richard Araiza, Leslie Cornejo

13) ITEMS FOR FUTURE AGENDAS

13.A) FUTURE AGENDA ITEMS

Working to achieve Study Sessions with the Oil Museum and Cultural Arts.

14) ADJOURNMENT

Mayor Crosswhite adjourned the meeting 8:50 p.m. in memory of Frank Brommenschenkel.

ATTEST:

Julie Latshaw
City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Clete Saunier, Public Works Director

Subject: BIOSOLIDS HAULING SERVICES CONTRACT

Date: May 4, 2022

Agenda Item: 10.C

RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to execute a 3-year contract with Synagro-WWTP, Inc. for the hauling and disposal of biosolids from the Water Recycling Facility for FY 2021/2022 through FY 2024/2025 in a form approved by the City Attorney.

BACKGROUND:

The Santa Paula Water Recycling Facility (WRF) entered service in 2010 and has been in continuous service since that time. Biosolids are a product of the treatment process that must be disposed of per the requirements set forth in 40 CFR Part 5 of the Clean Water Act (CWA) and the National Pollutant Discharge Elimination System (NPDES) Permit.

ANALYSIS:

The WRF produces about 300 tons of biosolids per month. This equates to a monthly average of 13-15 truckloads necessary for biosolids handling. The City's current biosolids hauling contract is with Synagro-WWTP, Inc. and it expired December 31, 2021. The expired contract allowed for continuing services on a month to month basis under the same terms and conditions upon mutual agreement between the City and Synagro-WWTP, Inc.

City staff advertised a request for proposals for biosolids hauling services on March 31, 2022. One proposal was received and opened on April 15, 2022. Synagro-WWTP, Inc. is proposing \$64.23 per wet ton with a \$1,565.00 trailer rental fee per month, costing the City approximately \$20,834 per month. The City currently pays about \$17,000 per month.

Staff has verified that Synagro-WWTP, Inc. is in good standing with the California State License board with a license appropriate for the work. The firm is in good standing with the California Department of Industrial Relations with no violations of prevailing wage laws. Staff also contacted references provided by Synagro-WWTP, Inc. and has received positive references in all cases.

Staff finds the contract price submitted by Synagro- WWTP, Inc. is an acceptable price that is

responsive and meets the requirements of the request for proposals.

STRATEGIC PLAN:

The approval of this agenda item does not directly address the strategic goals within the City's adopted Strategic Plan.

FISCAL IMPACTS:

This project will be funded from the Sewer Enterprise Fund's Operations and Maintenance budget for the Water Recycling Facility, Account No. 610-5063-228.

<u>Proposal Item</u>	<u>Amount</u>
Annual Disposal Contract	\$250,008
10% Fuel Surcharge Contingency	<u>\$ 25,000</u>
Total	\$275,008

OPTIONS:

The Council has the following available alternative options to staff's recommendations:

1. Do not authorize the City Manager to execute a Disposal Contract with Synagro, WWTP, Inc. for the biosolids hauling services at the Water Recycling Facility. This will halt plant operations and put the City out of compliance with its NPDES permit.

ATTACHMENTS:

[EXHIBIT A WRF BIOSOLIDS DISPOSAL PROPOSAL.pdf](#)

EXHIBIT A

Biosolids Agreement Proposal

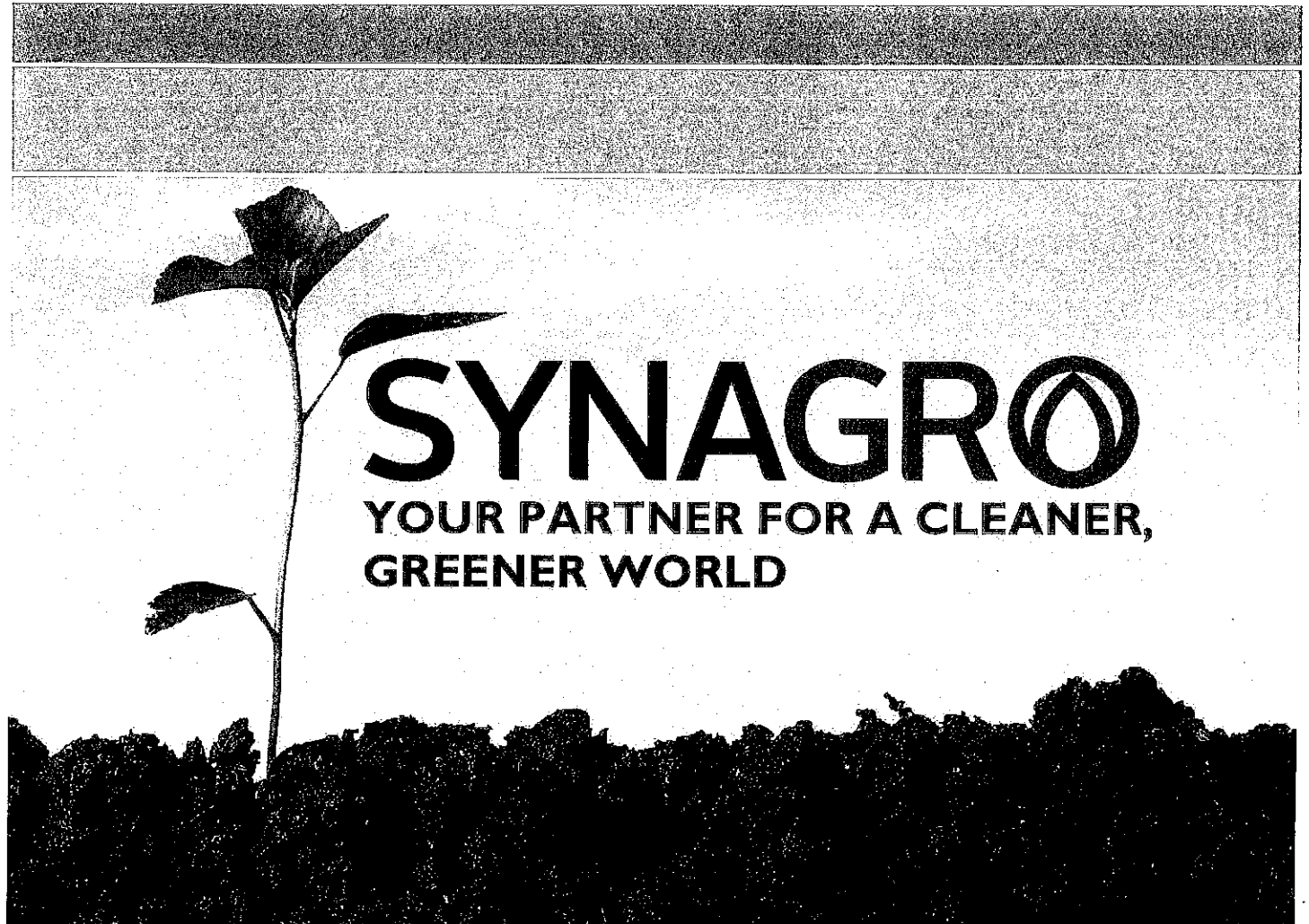
Proposal for
Biosolids Hauling Contract Services

to

City of Santa Paula



Submitted on
April 14, 2022



435 Williams Court, Suite 100
Baltimore, MD 21220
www.synagro.com



APRIL 13, 2022

City of Santa Paula
Clerk's Office
970 Ventura Street
Santa Paula, CA 93060

Re: Proposal for Biosolids Hauling Contract Services

Ladies and Gentlemen:

Synagro-WWT, Inc. (Synagro) is pleased to respond to the City of Santa Paula's (City) RFP for Biosolids Hauling Contract Services and have enclosed our qualifications and fee proposal for your review.

Synagro is proposing to manage biosolids from the City's wastewater treatment plant at one or more of our regional composting facilities, where we are currently accepting the City's material. Each of our facilities has the capacity to process the City's biosolids. These facilities will function as back-up and redundancy for each other. Through this approach Synagro is offering the City facility diversity, geographic diversity as well as some technology diversity with two different compost methods employed. In addition, as always Synagro will leverage its corporate resources in engineering, permitting, regulatory, and legislative affairs to the benefit of the City's biosolids program.

It has been our pleasure to provide biosolids hauling and beneficial use services to the City since 2018. We appreciate and value your business and look forward to working with the City's staff for the next contract term.

Should you have any questions about our proposal, please feel free to contact me at 323-843-7265 or via email at robertford@synagro.com. We look forward to hearing from you soon.

Sincerely,

Robert Ford

Robert Ford
Business Development Manager

RF:kw



Basic Qualifications of the Firm

SYNAGRO'S COMPOST MANAGEMENT EXPERIENCE OVERVIEW

Synagro's mission and core business purpose is focused on the management of municipal biosolids and organic waste, including project development, operations, and biosolids/organics product recycling. This focus has resulted in Synagro being North America's leading provider of high-quality, cost-effective biosolids management and beneficial use services. We have been successfully meeting the biosolids management needs of hundreds of generators for more than 40 years. This includes providing compost and compost marketing services for the City's biosolids for the past 13 years. Synagro's experience in all areas of biosolids and organics management is unparalleled.

Synagro annually manages over 12 million tons of biosolids and other organic by-products for more than 650 generators (including 600 municipal clients). Synagro employs a team of over 700 professional engineers, soil scientists, agronomists, construction managers, financial managers and the largest, most diverse operational staff in the industry. Our team is dedicated to working with our clients to find the right solution to their organic residuals management challenges. Synagro, and its various subsidiaries, have been at the forefront of the environmental movement to safely process and beneficially market organic residual materials.

Synagro offers virtually all commercially viable processing options and product marketing channels for biosolids and organic residuals including:

- Heat drying and pelletization
- Incineration
- Composting (windrow, aerated static pile, and in-vessel projects)
- Alkaline stabilization
- Digestion
- Dewatering (installation & operation)
- Mobile dewatering
- Land application and reclamation
- Lagoon and digester cleaning
- Rail transportation
- Product marketing

This ability to offer the complete range of composting options is unique to Synagro and allows us to develop projects that fit a municipality's individual needs. In addition, this breadth of experience provides us with an in-depth understanding of biosolids and organics that other companies simply do not possess.

As the industry leader in providing various forms of project delivery options, we have extensive experience developing and managing biosolids facility design-build-operate (DBO) and design-build-own-operate (DBOO) projects. We currently operate nine heat-drying facilities

***Synagro is the Nation's
leader in biosolids
composting - processing
over 500,000 tons per
year***





(with our tenth under construction), three thermal processing facilities, five composting facilities, over a dozen alkaline stabilization facilities, and approximately 70 permanent and mobile dewatering facilities.

PRODUCT MARKETING EXPERTISE

Synagro is the largest producer and distributor of biosolids compost in the United States. We successfully marketed over 700,000 cubic yards of biosolids compost last year for the various facilities and customers that we serve. Our facilities handle green waste, biosolids, pre-consumer food waste, and increasingly we are being asked to handle post-consumer food waste.

Highlights of Synagro's product marketing experience include:

- Experience operating **eight large scale composting facilities**, across the United States, gaining multi-state experience producing and marketing compost in a wide variety of climates. This includes three facilities in California.
- Serve numerous large municipalities with compost production and marketing, including base population in excess of **30 Million people**.
- Marketed more than **10 million cubic yards of biosolids compost** over the past 25 years.
- Currently produce and market more than **700,000 cubic yards** of biosolids compost each year – approximately **40% of all U.S. production**.
- Markets **fifteen different Class A biosolids products** in seventeen States, across the Country – Provides a truly unique and valuable perspective on the market.
- **Full time staff of more than 40** agronomists, soil scientists, certified crop consultants, and sales professionals to support our product marketing efforts.

Our Sales Managers specialize in compost sales and typically come to us with extensive knowledge of the industry and are well versed in the benefits of using compost as a soil amendment. Below is a description of Synagro's biosolids compost marketing experience:

Table 1 - Biosolids Compost Marketing Experience

Biosolids Compost Facility	Startup Year	Inbound Capacity (tons/year average)	Compost Marketed (cubic yard/year average)
Central Valley Composting Facility	2005	65,000	80,000
South Kern Compost Facility	2007	190,000	200,000
Nursery Products Facility	2016*	400,000	340,000
AZ Soils Composting Facility	1989	100,000	60,000
Charlotte County Bio-Recycling Center	2014	46,000	30,000
City of Austin Composting Facility	2013	35,000	60,000

*Acquired by Synagro in 2016





Synagro is proud to have been providing biosolids management services to the City over the last 13 years at our CVC facility. In addition to the above listed facilities, Synagro designed, built, and operated biosolids composting facilities for Burlington County, NJ and Rockland County, NY. Delivery of these facilities required the development of markets for the compost where no market previously existed.

PROFESSIONAL & TECHNICAL ORGANIZATION MEMBERSHIPS

As a company focused on biosolids management, Synagro has leadership participation in many regional and national organizations affiliated with the wastewater, biosolids, and organic product industry. Some of the relevant memberships include:

- The Water Environment Federation – National and Local Chapters
- The Water Environment Association of Texas
- The Water Environment Research Foundation
- The United States Composting Council
- The National Association of Clean Water Agencies
- The Farm Bureau
- Numerous Nursery Products, Turf Grass and Landscape Associations



US Composting Council®

Proud Member

Both Synagro and our customers have received numerous regional and national awards for biosolids program excellence, including:

- **2010 "Composter of the Year"**
US Composting Council
- **EPA Region 4; Beneficial Use of Biosolids Award**
with Charlotte-Mecklenburg Utility Department, NC
- **EPA National, 1st Place; Exemplary Biosolids Management Award**
with Anne Arundel County, MD
- **EPA Region 5, 1st Place; Beneficial Use of Biosolids Award**
with City of Wyoming, MI
- **EPA National, 2nd Place; Beneficial Use of Biosolids Award**
with City of Gastonia, NC
- **EPA National, 3rd Place; Beneficial Use of Biosolids Award**
with Knoxville, TN Utilities Board
- **GWPCA's Gold Award for Complete & Consistent Permit Compliance**

**Synagro's award as U.S.
Composting Council's
2010**

"Composter of the Year"

and

**National Biosolids
Partnership Platinum Level
Certification**

**Are highlights of the
company's qualifications
and focus on operational
excellence**





- **GWPCA's Industrial Land Application Award**
with Anheuser-Busch, Inc.
- **EPA Special Recognition Award for Efforts in Educating the Nation about EPA 503 Rule**
- **EPA Award for Public Acceptance Programs**
- **WPA Award for Longevity & Contributions to the Field of Sludge & Biosolids Recycling**
- **Water Resources Association of the Delaware River Basin 2013 Business & Industry Award**
Philadelphia Biosolids Recycling Center – City of Philadelphia, PA
- **National Biosolids Partnership Platinum-Level Recognition for Biosolids Management Program**

SYNAGRO CONTACT

Synagro's contact for the City's biosolids management proposal is:

Robert Ford, Business Development Manager
2653 Santiago Road
Taft, CA 93268
323-843-7265 mobile
robertford@synagro.com





Experience and Technical Competence

RELEVANT PROJECT EXPERIENCE

The following are municipal biosolids composting project references for customers where Synagro has been performing services for the past 10 years or more:

Orange County Sanitation District

10844 Ellis Avenue

Fountain Valley, CA 92708

Mr. Tom Meregillano, Regulatory Specialist; 714-593-7457; tmeregillano@ocsd.com

Years of service with customer: 31 years

Annual contract value (approx.): \$4,700,000

South Orange County Wastewater Authority

34156 Del Obispo St.

Dana Point, CA 92629

Mr. Jim Burror, Director of Operations; 949-234-5402; jburror@socwa.com

Years of service with customer: 20 years

Annual contract value (approx.): \$3,500,000

City of Fresno

5607 W. Jensen Avenue

Fresno, CA 93706

Mr. Ricky Staggs, Chief of Operations; (559) 621-5190; rick.staggs@fresno.gov

Years of service with customer: 16 years

Annual contract value (approx.): \$2,750,000

County Sanitation Districts of Los Angeles County

1955 Workman Mill Road

Whittier, CA 90601

Mr. Matt Bao; 562-908-4293; mbao@lacsdsd.org

Years of service with customer: 15 years

Annual contract value (approx.): \$9,100,000

City of Austin

Hornsby Bend Biosolids Management Plant

2210 FM 973

Austin, TX 78725





Mr. Ken Lockard, Site Superintendent; (512) 972-1953; kenneth.lockard@austintexas.gov

Years of service with customer: 13 years

Annual contract value (approx.): \$2,000,000

COMPOST FACILITY MANAGEMENT EXPERIENCE

Synagro owns/operates several biosolids composting facilities with associated product marketing programs, including:

- Central Valley Composting (CVC), serving the San Francisco Bay area. CVC is located near Fresno, CA;
- The South Kern Compost Manufacturing Facility (SKIC), located near Bakersfield, CA and serving the Southern California market;
- Nursery Products, located in Helendale, CA and serving the Southern California market;
- Arizona Soils in La Paz County, AZ (Phoenix area);
- The Charlotte County Bio-Recycling Center, serving the Southern Florida market; and
- Burlington County, New Jersey – Synagro designed, built, and operated for ten years this regional in-vessel composting facility.

These facilities utilize a variety of compost methodologies and are described in detail below.

South Kern Compost Manufacturing Facility

Project Description

Seated approximately 50 km southwest of Bakersfield, California, South Kern Compost Manufacturing Facility (SKIC) was commissioned in 2006 to alleviate Synagro's Los Angeles area customer's concerns about long-term viability of land application of Class B biosolids in Southern California. Beyond this objective, SKIC aimed to meet the highest standards in addressing air quality and odor control while expanding regional biosolids and organics recycling capacity.

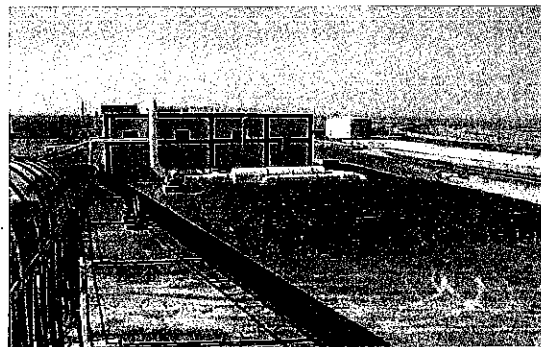


Figure 2 - Synagro utilizes an enclosed biosolids receiving and mixing building along with biofiltration in its compost system that effectively controls VOCs and odors.

SKIC was originally designed to utilize a state-of-the-art Engineered Negative Aerated Static Pile composting technology to blend and compost up to 400,000 tons annually of treated biosolids in combination with up to 270,000 tons annually of wood wastes (i.e., agricultural and green material) and other available carbon-rich sources, into Class A - Exceptional Quality (EQ) composted soil amendment.





- The SKIC design includes an enclosed biosolids receiving and feedstock mixing building, along with the Engineered Negative Aerated Static Pile compost system, including Biofiltration to control Volatile Organic Compounds (VOC's) and odors by over 80%.
- In the first quarter of 2016 the facility has been converted from negative Aerated Static Pile (ASP) to positive ASP. The benefits of this conversion include:
 - Reduced electric consumption and improved energy efficiency
 - Lower equipment repair and maintenance costs due to less materials movement during the compost process
 - More efficient biofilter utilization
 - Less water handling which simplifies pond management
 - Continued compliance and leadership with BACT
- We have also secured County approval to utilize pre-consumer food waste for a portion of our amendment needs. The benefits of this approval include:
 - Lower amendment costs
 - Solution for removal of organics from landfill

In addition, the compost facility has lined asphaltic concrete composting pads, a water collection system and lined retention basin to ensure that all process water and contact stormwater is collected and contained.

Dates and Duration of Project

- Contract commenced: June 2004
- Commercial operations: December 2006
- Contract end date: January 2026





Nursery Products

Project Description:

Operational since 2012 and acquired by Synagro in November 2016, our San Bernardino County facility is located in one of the cleanest air quality management districts (AQMD) in the State of California, the Mojave Desert AQMD.

The Hawes Composting Facility is a biosolids and green material composting facility located on 80 acres of a 200-acre property owned by Nursery Products within an unincorporated area of the County. The facility composts biosolids and green material to produce agricultural grade compost. The feedstock consists of approximately 10-20% green material from green material collection companies and 80-90% biosolids from wastewater treatment facilities.

Compost and other landscape material is distributed for a variety of uses, including agricultural applications.

Approximately 110 miles east of Los Angeles, and permitted to manage 400,000 wet tons of material per year, this facility is the closest and largest biosolids recycling option for the five largest counties in California.

Nursery Products provides a strategic benefit as natural clay provides a natural barrier to the underlying water table. With a geographical location that is naturally advantageous, our open-air operation has no added costs or expenses of an enclosed facility to control air quality.

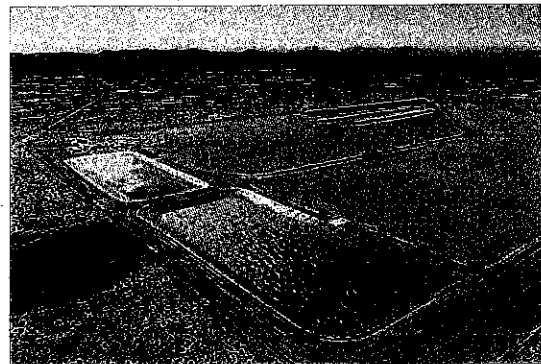


Figure 4 - Located in San Bernardino County, the Nursery Products facility composts biosolids and green material to produce a product used in landscaping and agriculture.

Dates and Duration of Project:

Commercial operation:	2012
Contract end date:	ongoing





Proposed Method to Accomplish Work

Synagro is proposing to compost the City's biosolids at one or both of the following regional compost facilities. Each facility individually has the capacity to process the City's biosolids. These facilities will function as back-up and redundancy for each other. Through this approach Synagro is offering the City facility diversity, geographic diversity as well as some technology diversity with two different compost methods employed.

SKIC

The SKIC compost facility -- the primary site is located in Southern Kern County, California, 18 miles southwest of Bakersfield and 12 miles east of Taft on Santiago Road just off South Lake Road. The Facility consists of an administration building, maintenance area, receiving building/mixing equipment area, process water retention basin, storm water retention basin, additive temporary storage area, areas for staging feedstock, and areas for primary and secondary aerated static piles and finished product.

The composting facility (100-acre footprint) is located within the 744-acre South Kern Industrial Complex and is accessed by Santiago Road. The location of the facility within the 744-acre boundary of the Industrial Complex provides for the 640-foot buffer zone required to separate the composting facility from incompatible businesses. The remaining SKIC acreage is zoned heavy industrial and is compatible with the composting use. The closest neighbors are within the Industrial Complex and include Plains All American and Algonquin Power Company. Boeing Manufacturing and Taft Manufacturing Baker Hughes are the closest neighbors outside of the Industrial Complex footprint (approximately 1.3 miles).

The SKIC composting facility is permitted to handle a maximum of 400,000 wet tons per year (WTPY) of biosolids (design basis of an average of 1,100 wet ton per day [WTPD] of biosolids) from the central and southern California regions for recycling and beneficial use in support of California's AB939 recycling mandate, and AB 341's ambitious goal of 75 percent recycling, composting or source reduction of solid waste by 2020. Annual input of additives is a maximum of 270,000 WTPY (design basis of an average of 771 WTPD of additives). The typical mix ratio for additives will be 1 part greenwaste: 1 part woodchips: 1 part screening overs. This mix will be blended to the biosolids at typically a 1:1 ratio. Pre consumer food waste will be included in the mixture at a ratio to be determined.

The composting ASP areas each are approximately 10 acres. The receiving building/mixing equipment area is approximately 2 acres. Daily feedstock, additive storage and preparation areas are approximately 5 acres. The onsite finished product area is approximately 5 acres.

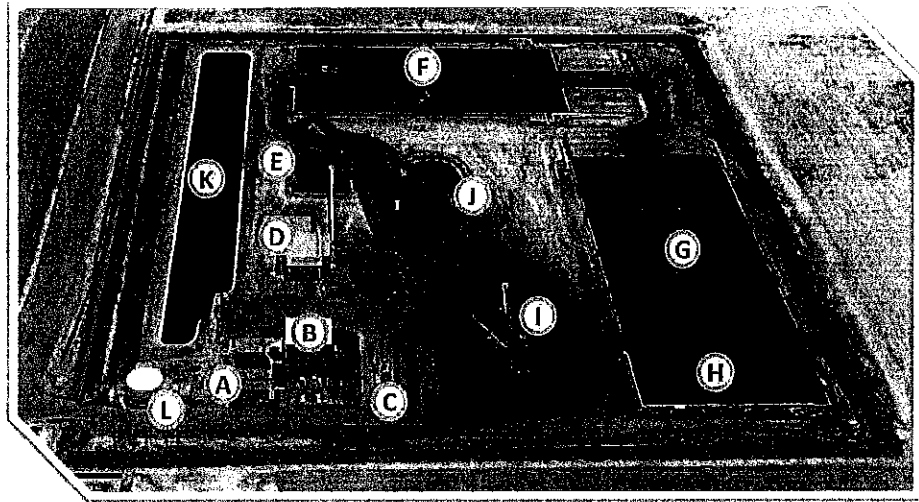




Topography of the site consists of gentle, nearly flat, sloping plains at an approximate grade of 0.5 percent to the northwest and the subject property elevation is approximately 320 feet above mean sea level (msl).

SKCMF Arial View

- A – Office/Lab
- B – Maintenance Building
- C – Truck Scales
- D – Mix Building
- E – Feedstock Pad
- F – ASP's 1-10
- G – ASP's 11-20
- H – Prescreen Storage
- I – Screening
- J – Green Waste Storage
- K – Process Ret Pond
- L – Muster Point



SYNAGRO

Copies of any applicable permits or annual reports for either of these facilities are available upon request.



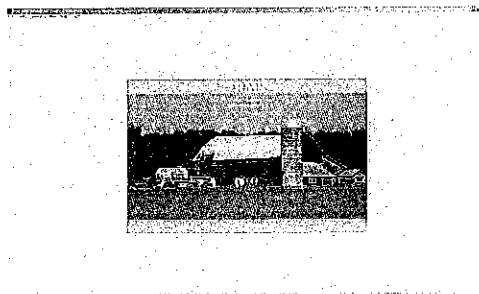


Knowledge and Understanding of Biosolids Regulations and Laws

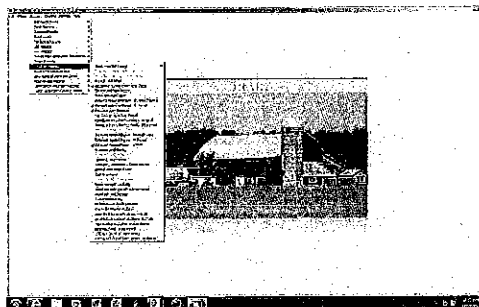
Synagro's Proprietary Regulatory Compliance/Reporting System

A critical element for the long-term success of a residuals management program is the certainty of compliance with local, state and federal regulations. Accurate and timely documentation of regulatory compliance is a necessity. Synagro provides this service, through its proprietary Residual Management System (RMS). The RMS was developed and written by our own software engineers and programmers specifically for the purpose of ensuring regulators, our clients, and ourselves that all of our organic waste management programs meet the highest standards of permit compliance.

RMS is an integrated data management system that has been designed to store, manage and report information about our programs. RMS is updated daily to record the characteristics of the material, how much was moved, when it was moved, who moved it and where it went. In addition, residuals laboratory analyses are recorded to track both annual and cumulative loading rates for metals and nutrients.



This information is used in two ways. First and foremost, it provides a database for regulatory reporting and provides the information required for monthly and annual technical reports. Additionally, this information is used as an integral part of the invoicing process. This check and balance system provides a link between the operational, technical and accounting departments of Synagro, to ensure correct accounting and regulatory compliance.



One of the key elements associated with obtaining and maintaining public acceptance for biosolids beneficial use programs is compliance with regulatory requirements. Biosolids beneficial use programs are subject to a myriad of different regulatory requirements at the federal, state, and local levels. Regulatory requirements associated with the land application of biosolids have increased and become more complex over time. A strong compliance program is essential to ensure that regulatory requirements are adhered to and to build and maintain public confidence and acceptance of land application programs.





Monitoring, Recordkeeping and Reporting

Below is an excerpt from Synagro's SKIC Biosolids Management Plan. All Synagro facilities manage their monitoring, recordkeeping and reporting activities in the same way.

VI. Monitoring, Recordkeeping and Reporting

A. Biosolids Testing

Incoming biosolids sources are tested semi-annually for the 17 priority pollutant metals found in CCR Title 22 §66261.24(a)(2)(A) – Table II as proof to the non-hazardous nature in terms of metal concentrations per the State of California. The analysis of the Title 22 metals includes both 40 CFR Part 503 and Title 14 pollutant metals of concern.

Finished compost is tested monthly for fecal coliform, *Salmonella sp.*, the 40 CFR Part 503 metals and the Title 22 metals.

- *Class A pathogen concentration* requirements are satisfied when the density of fecal coliform is less than 1000 Most Probable Number (MPN) per gram of total solids (dry-weight basis) and the density of *Salmonella sp.* Bacteria is less than three Most Probable Number (MPN) per four grams of total solids (dry-weight basis). These pathogen densities are regulated by both 40 CFR Part 503 and CA Title 14 regulations.
- *Pollutant Concentration:* The pollutant concentration metals in both 40 CFR Part 503.13(b)(3) – Table 3 of §503.13 and CCR Title 14 §17868.2 – Table 2 must be met in order for the compost to qualify as Class A EQ.
- *Title 22 Metals:* In addition, the 17 priority pollutant metals found in CCR Title 22 §66261.24 (a)(2)(A) – Table II are analyzed as proof to the non-hazardous nature in terms of metal concentration per the State of California. The analysis of the Title 22 metals includes both Part 503 and Title 14 pollutant metals of concern. For non-hazardous verification, divide the wet-weight metal concentration in the Title 22 analysis by 10. If the resulting number is less than the Soluble Threshold Limit Concentration (STLC) value for the corresponding constituent found in Table II of §66261.24 then such constituent is determined to be non-hazardous. If it is found to be equal to or greater than the STLC value, a waste extraction test (WET) must be run on that particular metal to determine its solubility and then re-compared to the STLC value.

B. Other Monitoring

The SKCMF meets Class A Pathogen reduction through the static aerated pile composting method. The temperature of the biosolids is maintained at 55 degrees Celsius or higher for 3 days. Vector attraction reduction is met through §503.33(b)(5). Biosolids are treated in an aerobic process for 14 days or longer. During that time, the temperature of biosolids is higher than 40 degrees Celsius and the average temperature of the biosolids is higher than 45 degrees Celsius.

A temperature probe system is used to monitor and record the time and temperature





readings. A description of the process is provided in the "Description of the Operation Cycle" section of the Joint Technical Document/Report Compost Site Information.

C. Recordkeeping

Synagro collects and maintains the following biosolids monitoring and treatment records for a minimum of five years:

- Incoming biosolids semi-annual testing lab results and chain of custody forms
- Finished compost monthly testing lab results and chain of custody forms
- Aerated static pile composting time and temperature records
- 40 CFR Part 503 Monthly Certification Statements which describe how the Class A pathogen reduction and vector attraction requirements are met
- Tons of biosolids composted and compost distributed
- Reports to USEPA, Regional Water Quality Control Board, Kern County (LEA) and OCSD.

D. Reporting

Synagro will notify OCSD of non-compliance within 24 hours of an incident and submit a written report within 10 working days. Notifications to regulatory agencies are done in accordance with the applicable regulations and permits.

Synagro submits the following biosolids related reports to federal, state and local regulatory agencies:

- Monthly operations reports to the LEA (Kern County Environmental Health Services Department)
- Quarterly incoming material reports to the Kern County Waste Management Department
- Semi-Annual and Annual Reports to the Central Valley Region Water Quality Control Board
- Annual operations reports to USEPA Region 9

For biosolids received at the SKCMF from OCSD, Synagro uses OCSD's Biosolids Tracking System. This system tracks each load hauled from any OCSD WWTP and keeps weekly records of the destination of each load, the amount hauled to the SKCMF, and other useful information. Synagro submits a quarterly report to OCSD. This report contains the information listed in Attachment C.





Project Organization and Key Personnel

Synagro has a depth of experienced composting personnel. In addition to the key personnel listed below, Synagro has many additional experienced engineering, permitting, and operational employees who can and will be leveraged for the benefit of the City's biosolids management contract. Key project individuals on the project are as follows:

Table 2 – Key Personnel Experience

Name & Title	Year of Experience	Area of Responsibility for the Project
Craig Geyer Regional Vice President	17	Overall responsibility for execution of composting operations
Layne Baroldi Vice President of Legislative & Regulatory Affairs	33	Regulatory, public relations and legislative support
Robert Ford Business Development Manager	20	Customer service, contract management, and composting operations management
Venny Vasquez Facility Manager – Nursery Products	7	Responsible for overall operations of Nursery Products Hawes Compost Facility
Rob Rankin Facility Manager – SKIC	20	Responsible for overall operations of SKIC

Craig Geyer, Regional VP

Craig Geyer joined Synagro in 2002 as an Operations Manager with day-to-day responsibilities of the company's biosolids management projects in Arizona. In 2005, management of Synagro's Arizona Soils Compost Facility was added to his role, giving him over 13 years of experience in municipal biosolids composting. Currently Craig is responsible for management of the company's operations in Southern California and Arizona to include composting, daily haul/land application projects and WWTP facility clean-out operations.

Prior to joining Synagro Craig held several construction management and superintendent positions with 12 years of experience in that field.

Craig holds a Class A General Contractor's License for the State of Arizona.

Layne Baroldi, J.D., Vice President of Technical Services & Government Affairs

Since joining Synagro in 2009, Layne Baroldi has been responsible for permitting and development of biosolids treatment and management projects, including political relations, design oversight,





technology review, permitting oversight and contract sales. His expertise and emphasis is on Class A EQ technologies, including biosolids-to-energy, pelletization and composting.

In Layne's current role with Synagro, he provides leadership and direction to ensure that Synagro tracks, evaluates and comments on proposed legislation and regulations that could potentially impact its customers' biosolids management service offerings and plant operations. He is also responsible for Technical Services leadership and coordination ensuring that Synagro's clients have cost-effective land base management and value-added environmental services including land sourcing and permitting; nutrient management planning and mapping; technical support for operational compliance and product use; logistics and source destination management; regulatory monitoring and reporting.

Prior to joining Synagro, Layne spent 22 years with the Orange County Sanitation District where he managed the District's Biosolids Management and Air Quality programs. He reviewed numerous biosolids management technologies and made recommendations for contract implementation to the OCSD Board of Directors. He served as the Agency's liaison with regulatory agencies and legislative bodies to provide comments on regulatory and legislative development and environmental compliance.

Layne holds a B.S. from the University of Southern California in Biological Sciences and is a Juris Doctor from the Western State College of Law. He is a member of several national and state organizations and has served on various committees within those organizations. Layne previously served as Councilman and Mayor of the City of La Habra Heights, California

Venny Vasquez, Facility Manager – Nursery Products

Since 2014 Venny Vasquez has been responsible for the day-to-day management of Nursery Products' site personnel and operations at the Hawes Composting Facility. He manages staffing, equipment maintenance, interaction with trucking company representatives, and recordkeeping for incoming feedstock and outgoing finished compost materials.

Venny has a B.A. of Arts from San Diego State University.

Rob Rankin, Facility Manager - SKIC

Rob Rankin began his career with Synagro in 2001 in a dryer facility operations capacity. After five years working with our drying facilities, he moved into compost operations and is now responsible for the day-to-day management of SKIC's site personnel and operations. He manages staffing, equipment maintenance, interaction with trucking company representatives, and recordkeeping for incoming feedstock and outgoing finished compost materials.





Cost Proposal

Synagro proposes to manage biosolids for the City of Santa Paula's Public Works Department at one or more of our regional SB 1383 beneficial use composting facilities. Our proposed price for these services, regardless of which facility the City's biosolids are hauled to, is **\$64.23 per wet ton with a trailer rental of \$1565.00 each per month**

Fuel Surcharge Increase Formula

Synagro requests to include the following fuel surcharge calculation in the service agreement:

Distance Multiplier [] X (EIA fuel cost per Gallon [\$] – Base Fuel Price [\$] X Tons of Biosolids Managed

CPI & Fuel Surcharge Charge. All Agreement Prices shall be adjusted as follows on multiple year options:

CPI. All Agreement Prices shall be adjusted as follows:

All Agreement Prices shall be adjusted annually beginning on March 2, 2023 based on the Non-Seasonally Adjusted Consumer Price Index established by the United States Department of Commerce, Bureau of Labor Statistics, for Los Angeles/ Long Beach with the CPI immediately preceding the Commencement Date being the base index. Said adjustment shall apply to all fees contained herein, and shall be based on the following formula:

New Price = (Price Adjustment) x First Year Agreement Price

Price Adjustment = $1 + \left(\frac{\text{Current CPI} - \text{Base CPI}}{\text{Base CPI}} \right)$

CPI = _____

Base CPI = 297.92

Once the CPI is available, the price adjustment shall take effect retroactively, where applicable, as of the dates specified above for price adjustments. No New Price shall ever be lower than any existing current Agreement Price in effect immediately before the annual adjustment.





Fuel Surcharge Adjustment

All Agreement Prices shall be adjusted monthly for a fuel surcharge ("Fuel Surcharge Adjustment") to reflect any increased change in diesel fuel prices, in accordance with the table below, if the cost of retail on-highway diesel fuel (Department of Energy, Energy Information Administration – **(\$5.051)** is at, or exceeds, **\$5.057** per gallon (Base Price).

The Fuel Surcharge Adjustment will be based on the following chart and the Retail On-Highway Diesel Price – **(\$5.051)** as published by the U.S. Department of Energy's Energy Information Administration for California Retail Price and will be applied to the then current fixed or unit fee, as applicable. The Fuel Surcharge Adjustment will be no more than once a calendar month beginning with the second calendar month following the Commencement of Services and shall be adjusted as of the first day of each month. Fuel Surcharge Adjustment will then be applied as follows:

Diesel Price \$/Gallon - Note ¹	Fuel Surcharge Adjustment %
< \$(Base Price)	None
Base Price to Base Price plus \$.049	0.5 %
Base Price plus \$.05 to Base Price plus \$.099	1.0 %
Base Price plus \$.1 to Base Price plus \$.149	1.5 %

For each \$0.05/gallon increase thereafter add 0.5%

EXAMPLE:

Base Price = \$3.00 / Gallon

Diesel Price \$/Gallon - Note ¹	Fuel Surcharge Adjustment %
≤ \$3.00 (Base Price)	None
\$3.01 - \$3.049	0.5 %
\$3.05 - \$3.099	1. %
\$3.10 - \$3.149	1.5 %

Note 1 - Fuel Rate based on DOE EIA monthly retail on-highway diesel prices (\$5.051 February 22 2022)



REQUEST FOR PROPOSALS

IV. FORMS



Form A: Signature Affidavit

This form must be returned with your response.

In signing Proposals, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit Proposals, that Proposals have been independently arrived at, without collusion with any other Proposers, competitor or potential competitor; that Proposals have not been knowingly disclosed prior to the opening of Proposals to any other Proposers or competitor; that the above statement is accurate under penalty of perjury.

The undersigned, submitting this Proposal, hereby agrees with all the terms, conditions, and specifications required by the City in this Request for Proposal, declares that the attached Proposal and pricing is in conformity therewith, and attests to the truthfulness of all submissions in response to this solicitation.

Proposers shall provide the information requested below. Include the legal name of the Proposers and signature of the person(s) legally authorized to bind the Proposers to a contract.

Synagro-WWT, Inc.

COMPANY NAME

A handwritten signature in dark ink, appearing to read "Emil Kneis".

SIGNATURE

April 13, 2022

DATE

Emil Kneis, Sales Support Manager

PRINT NAME OF PERSON SIGNING

REQUEST FOR PROPOSALS


Form B: Receipt of Forms and Submittal Checklist

This form must be returned with your response.

Proposers hereby acknowledge the receipt and/or submittal of the following forms:

Forms	Initial to Acknowledge SUBMITTAL	Initial to Acknowledge RECEIPT
Description of Services/Commodities	N/A	
Form A: Signature Affidavit	EW	
Form B: Receipt of Forms and Submittal Checklist	EW	
Form C: Vendor Profile	EW	
Form D: References	EW	
Form E: Insurance Requirements	EW	
Form F: Fee Proposal	EW	

Synagro-WWT, Inc.

VENDOR NAME

REQUEST FOR PROPOSALS



Form C: Vendor Profile/Qualifications

This form must be returned with your response.

COMPANY INFORMATION

Company Name (Make sure to use your complete, legal company name.) Synagro-WWT, Inc.			
FEIN (If FEIN is not applicable, SSN collected upon award.) 52-1130492			
Contact Name (Able to answer questions about proposal.) Robert Ford		Title Business Development Manager	
Telephone Number 323-843-7265		Fax Number 410-779-3558	
Email robertford@synagro.com			
Address 435 Williams Court, Suite 100	City Baltimore	State MD	Zip 21220

ORDERS/BILLING CONTACT

Address where City purchase orders/contracts are to be mailed and person the department contacts concerning orders and billing.

Contact Robert Ford		Title Business Development Manager	
Telephone Number 323-843-7265		Fax Number 410-779-3558	
Email robertford@synagro.com			
Address 435 Williams Court, Suite 100	City Baltimore	State MD	Zip 21220

REQUEST FOR PROPOSALS

LICENSES AND PROFESSIONAL REGISTRATION

List names of each key person of the firm. If a requested service requires a licensed/registered practitioner, you will be required to provide a copy of such license/registration before work can begin.

[illegible]

REQUEST FOR PROPOSALS

PRIOR WORK

Has your organization ever performed work for the City of Santa Paula? ☒ Yes ☐ No

If yes, please specify scope of work:

Hauling and beneficial use (composting) of biosolids beginning in 2018.

WORK EXPERIENCE

Project	Location	Type of Service	Total Amount of Contract	Completion Date	Name/Phone of Owner or Other References
Orange County Sanitation District	Fountain Valley, CA	Biosolids composting	\$4,700,000/yr	Ongoing contract	Tom Meregillano 714-593-7457
South Orange County Wastewater Auth.	Dana Point, CA	Biosolids composting	\$3,500,000/yr	Ongoing contract	Jim Burror 949-234-5402
City of Fresno	Fresno, CA	Biosolids composting	\$2,750,000/yr	Ongoing contract	Ricky Staggs 559-621-5190
Additional work/biosolids management experience can be found in the qualifications portion of our proposal.					

KEY PROJECT PERSONNEL INFORMATION

Provide the requested information for key personnel who would be assigned to work on contracts awarded or who would, at a minimum, supervise such work.

Name and Title	Primary Responsibilities	Years of Experience	Education (Degrees, Certificates)	Other Relevant Experience and/or Qualifications
Rob Rankin, Facility Manager	Overall management of SKIC	20		Rob has 20 years of experience at Synagro's drying and composting facilities.
Venny Vasquez, Facility Manager	Overall management of Nursery Products	7	B.A. from San Diego State Univ.	Venny has managed Synagro's Nursery Products facility since 2014.
Additional key personnel information can be found in the qualifications portion of our proposal.				

44

REQUEST FOR PROPOSALS

JUDGEMENTS AND CLAIMS

Are there any judgements, claims or suits pending our outstanding against you or your organization?

☒ Yes ☐ No

If yes, please explain:

Synagro has been named as a defendant in claims on insured matters (i.e. worker's compensation, liability, etc.). None of the claims or judgments have an impact to ongoing project operations.

DISPUTES REGARDING LIENS

Has any owner or higher-tier contractor with whom you r business has had a contract ever disputed a claim of lien filed by you or your organization?

Yes ☒ No

If yes, please explain:

LEGAL INFRACTIONS

Have you or your organization been cited and/or fined for failure to comply with federal or state regulations and/or statues in the past two years?

Yes ☒ No

If yes, please explain:

REQUEST FOR PROPOSALS



Form D: References

This form must be returned with your response.

Reference # 1 – Client Information

Company Name Orange County Sanitation District			
Contact Name Tom Meregillano, Regulatory Specialist			
Address 10844 Ellis Avenue	City Fountain Valley	State CA	Zip 92708
Telephone Number 714-593-7457		Fax Number	
Email tmeregillano@ocsd.com			
Contract Period Currently in 5 year renewal option	Year Completed Current term expires 2022	Total Cost \$4,700,000/year	
Description of the Performed Work Composting of municipal biosolids			

Reference # 2 – Client Information

Company Name South Orange County Wastewater Authority			
Contact Name Jim Burror			
Address 34156 Del Obispo Street	City Dana Point	State CA	Zip 92629
Telephone Number 949-234-5402		Fax Number 949-489-0130	
Email jburror@socwa.com			
Contract Period Currently in 5 year renewal option	Year Completed Current term expires 2026	Total Cost \$3,500,000/year	
Description of the Performed Work Composting of municipal biosolids			

REQUEST FOR PROPOSALS

Reference # 3 – Client Information			
Company Name County Sanitation Districts of Los Angeles County			
Contact Name Matt Bao			
Address 1955 Workman Mill Road	City Whittier	State CA	Zip 90601
Telephone Number 562-908-4293		Fax Number	
Email mbao@lacsds.org			
Contract Period Currently in 2 year renewal option	Year Completed Current term expires 2023	Total Cost \$9,100,000/yr	
Description of the Performed Work Composting of municipal biosolids			

REQUEST FOR PROPOSALS

Form E: Insurance Requirements



**INSURANCE REQUIREMENTS
[MUST BE SUBMITTED WITH BID]**

To be awarded this contract, the successful bidder must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$2,000,000
Business automobile liability	\$2,000,000
Workers compensation	Statutory requirement.

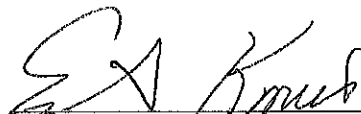
Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88. The amount of insurance set forth above must be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must be endorsed to name the City, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance shall be deemed "primary" such that any other insurance that may be carried by the City shall be excess thereto. Such endorsement must be reflected on ISO Form No. CG 20 10 11 85 or 88, or equivalent. Such insurance must be on an "occurrence," not a "claims made," basis and shall not be cancelable or subject to reduction except upon thirty (30) days prior written notice to the City.

Automobile coverage must be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).

The Contractor must furnish to the City duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement, endorsements as required herein, and such other evidence of insurance or copies of policies as may be reasonably required by the City from time to time. Insurance must be placed with admitted insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer shall provide thirty (30) day notice of any cancellation of coverage. The Contractor shall require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

By signing this form, the bidder certifies that it has read, understands, and shall comply with these insurance requirements if it is selected as the City's bidder. Failure to return this form may render the bidder's bid as non-responsive.

April 13, 2022
Date


Emil Kneis Bidder Sales Support Manager

Synagro-WWT, Inc.
Name of the Company

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Clete Saunier, Public Works Director

Subject: PLANS AND SPECIFICATIONS FOR WATER RECYCLING FACILITY
ANOXIC AND AEROBIC TANKS REHABILITATION PROJECT

Date: May 4, 2022

Agenda Item: 10.D

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7396 approving the plans and specifications for the Water Recycling Facility Anoxic Tanks No. 1 and 2 and Aerobic Tanks No. 1 and 2 Rehabilitation Project.
2. Authorize Staff to advertise for Project bids.

BACKGROUND:

The Santa Paula Water Recycling Facility (WRF) entered service in 2010 and has been in continuous service since that time. The nature of the process requires the anoxic and aerobic tanks to remain in service, thus rendering it impossible to gain entry for a condition assessment inspection. Recent indications point towards damaged aerators and isolation valves associated with Anoxic Tanks No. 1 & 2 and Aerobic Tanks No. 1 & 2.

Good operating practices dictate that the reaction tanks should be inspected for damage, corrosion, or solids buildup. This work requires specialized expertise as the tanks are confined spaces and subject to potentially hazardous atmospheres.

This Council item approval would allow the City to request bids from experienced contractors to drain, clean, inspect, and perform repairs to Anoxic Tanks No. 1 & 2 and Aerobic Tanks No. 1 & 2. Similar work was recently completed for Anoxic Tank No. 3 and Aerobic Tank No. 3.

ANALYSIS:

The WRF has been in operation for over 10 years. During that time, Anoxic Tanks No. 1 & 2 and Aerobic Tanks No. 1 & 2 (Tanks) have remained in continuous service, each operating with about 24 feet of water depth to provide biological treatment of wastewater. While the tanks are equipped with mixing equipment to maintain solids in suspension, it is likely that solids have accumulated in the corners, edges, and across the bottoms of the tanks. These solids will reduce the operating volume of the tanks thus reducing reaction volume, increase biological loading, and general interference with proper operation of the treatment process.

A portion of the treatment process involves aerobic treatment, where oxygen (air) is supplied to the aerobic tank to facilitate bacterial action. This air is applied through diffusers mounted in the bottom of the aerobic tank, which are designed to evenly distribute the air throughout the tank and equally among the three aerobic tanks. Testing performed by the WRF operators indicates numerous diffusers in Aerobic Tanks No. 1 & 2 are damaged. Aerobic Tank No. 1 & 2 use excessive amounts of air. When the air supply is turned up, the oxygen saturation level does not correspond to the increased supply.

The objective of this project is to allow the tanks to be taken out of service, drained, cleaned, and inspected to assess any damage or defects. When the tanks are empty, all air diffusers (procured separately by the City) will be replaced. Any damage to the concrete tank walls and piping will be repaired. Certain valves, which are not presently operable, will be repaired. Once all damages and defects have been addressed, the tanks will be brought back into service.

STRATEGIC PLAN:

The approval of this agenda item does not directly address the strategic goals within the City's adopted Strategic Plan.

FISCAL IMPACTS:

This project will be funded from the Sewer Enterprise Fund's Capital Improvement Program budget (CIP # 9341). In each of FY 21/22 and 22/23, \$345,700 was budgeted.

Breakdown of Estimated Equipment/Construction Costs for Concrete Tank Rehab Project

Fiscal Year Funds	Cost Item	Account No.	Budget
21/22	Design and Construction	610-5-9341-660	\$345,700
22/23	Construction	610-5-9341-660	<u>\$345,700</u>
	Total		\$691,400

The Engineer's estimate of probable total cost is \$570,000. \$75,230 of this project has been spent to date.

OPTIONS:

The Council has the following available alternative options to staff's recommendations:

1. Do not adopt Resolution No. 7396 approving the plans and specifications for the Water Recycling Facility Anoxic Tanks No. 1 and 2 and Aerobic Tanks No. 1 and 2 Rehabilitation Project and authorize staff to request proposals for this project. This will delay the repair process and may lead to the following negative consequences: increased energy costs due to over-supply of compressed air, reduced efficiency of the wastewater treatment process; and further damage to concrete tank structures.

ATTACHMENTS:

[Exhibit A-Resolution No. 7396-Tanks Rehabilitation Project.pdf](#)

[Exhibit B- Notice Inviting Sealed Bids.pdf](#)

EXHIBIT A

RESOLUTION NO. 7396

RESOLUTION NO. 7396

A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS FOR THE WATER RECYCLING FACILITY ANOXIC AND AEROBIC TANKS REHABILITATION PROJECT PURSUANT TO GOVERNMENT CODE SECTION 830.6.

The City Council for the City of Santa Paula does resolve as follows:

SECTION 1: The City Council finds and declares as follows:

- A. The City Engineer reviewed the completed plans and specifications for the Project, and finds said plans and specifications complete, and the Project may be constructed;
- B. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 with regard to the plans, specifications, and construction of the Project.

SECTION 2: The plans and specifications for the Project are determined to be consistent with the City standards and are approved by the Public Works Department.

SECTION 3: The design approval set forth in this Resolution occurred before actual work on the Project construction commenced.

SECTION 4: The approval granted by this Resolution conforms to the City's General Plan and the City Standards.

SECTION 5: The City Engineer, or designee, is authorized to act on the City's behalf in approving any alterations or modifications of the plan approved by this Resolution.

SECTION 6: The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

SECTION 7: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 8: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this _____ day of _____, 2022

Jenny Crosswhite, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

John C. Cotti, City Attorney

APPROVED AS TO CONTENT:

Dan Singer, City Manager

EXHIBIT B

NOTICE INVITING SEALED BIDS

MASTER TABLE OF CONTENTS

CONTRACTUAL PROVISIONS - (White Section)

- Notice Inviting Sealed Bids
- Bidding Instructions
- Bid Forms
 - Bid Package
 - Bidder's Statement of Past Contract Disqualifications
 - Bid Schedule
 - Information Required of Bidder
 - Insurance Requirements
 - Noncollusion Affidavit
 - Bid Bond
 - Public Contract Code Section 10285.1 Statement
 - Public Contract Code Section 10162 Questionnaire
 - Public Contract Code Section 10232 Statement
- Agreement and Bonds
 - Public Works Contract
 - Faithful Performance Bond
 - Labor and Materials Bond
- Insurance Forms
 - Insurance Certificates
 - Insurance Endorsements
- Contract Administration Forms
 - Notice of Award
 - Notice to Proceed
 - Contract Claim
 - Change Order Request
 - Contract Change Order
 - Cost Summary
 - Notice of Completion of Construction Project

GENERAL PROVISIONS (Goldenrod Section)

SPECIAL PROVISIONS

- PART I - Technical Specifications (Blue Section)
- PART II - Safety (Red Section)
- PART III - Pollution Control (Yellow Section)

DRAWINGS

APPENDICES

- A City of Santa Paula WRF Confined Space Policy
- B Project Drawings
- C Ultra-Fine Bubble Diffuser O&M Manual
- D Weir Gate Data Sheets
- E DIR Labor Rates
- F Mud Valve Data Sheets

This page intentionally left blank

NOTICE INVITING SEALED BIDS

ANOXIC TANKS #1 & 2 AND AEROBIC TANKS #1 & 2 REHABILITATION PROJECT IN THE CITY OF SANTA PAULA

Due to COVID-19, the City of Santa Paula is accepting sealed bids via mail only. All sealed bids shall be mailed to the City Clerk's office, 970 Ventura St., Santa Paula, California 93060, by 2:00 P.M. on:

WEDNESDAY, JUNE 1, 2022

At which time they shall be publicly opened via Zoom teleconference. Bids shall not be accepted after that time. In order to participate in the bid opening, contractors and interested parties must email Santa Paula's City Clerk, Julie Latshaw, at jlatshaw@spcity.org by 5:00 pm, Wednesday, May 25, 2022 in order to provide an email address for purposes of receiving a Zoom Teleconference invitation.

As described in the Bidding Documents, the bids are for a public works project which consists of cleaning and inspection of Anoxic Tanks #1 & 2 and Aerobic Tanks #1 & 2, the removal of 138 and replacement of up to 130 ultrafine bubble diffusers, the inspection of two Anoxic Tank mixers and 3 mud valves, and the refurbishment of two weir gates and three mud valves at the City of Santa Paula (City) Water Recycling Facility (WRF).

The Anoxic Tanks #1 & 2 (each tank is 27-feet long by 25-feet wide and 24-feet in depth) and Aerobic Tanks #1 & 2 (each tank is 59-feet by 25-feet wide and 24-feet in depth) will contain accumulated solids consisting of sludge, sand, and other debris normally found in wastewater treatment tanks. The work under this contract is to furnish all necessary labor, materials, and equipment for the removal of access hatches and cleaning of the tanks; this generally includes, but is not limited to, removal of all accumulated solids, screening of pumped solids (removing particles 1/4" and larger), disposal of screenings, and transfer of screened solids to the influent pumps. Once emptied, any solids remaining on the ceiling, walls, floors, and equipment must be water blasted until clean.

Associated work may require bypass pumping. The Contractor shall furnish all labor, materials, and equipment necessary for this work.

Contract Documents, including Plans, Specifications and Proposal Forms, may be examined and/or downloaded on the City's website at <https://spcity.org/243/Request-for-Proposals-RFP>

The terms and conditions for bidding on the project are described in the Bidding Instructions herein these Bidding Documents.

This project requires payment of State of California prevailing rates of wages for Ventura County. The Contractor must post copies of the prevailing schedule at each job site. Copies of these rates of wages are available from the State of California Department of Industrial Relations Prevailing Wage Unit, Telephone No. (415) 703-4774. The website for this agency is currently located at www.dir.ca.gov. Sample determinations for relevant labor classifications can be found in Appendix A.

A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of § 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to § 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by § 7029.1 of the Business and Professions Code or by §§ 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to § 1725.5 at the time the contract is awarded.

The Contractor shall comply with all applicable provisions of § 16100 of Title 8 of the California Code of Regulations, which require the contractor to keep accurate records of Work performed as provided in Labor Code § 1812, to allow the City to inspect Contractor's certified payroll records pursuant to Labor Code §§ 1776 and 16400(e) of Title 8 of the California Code of Regulations, and to comply with all requirements

imposed by law. All certified payroll records shall be submitted at least bi-weekly to the Department of Labor Standards Enforcement website: <http://www.dir.ca.gov/dlse/dlsePublicWorks.html>. The Contractor shall register at the website to submit certified payroll records. The City reserves the right to withhold progress payments until all proper certified payroll records have been entered and verified. The Contractor shall be subject to compliance monitoring and enforcement by the Department of Industrial Relations.

The Contractor must possess Class A- General Engineering Contractor license in good standing, issued by the Contractors State License Board, at the time the contract is awarded.

The Contractor must submit with its bid for evaluation five (5) project references for projects of similar scope to this Contract on the Information Required of Bidder form herein these Bidding Documents.

The City requires the Contractor to provide a waste management plan and recycle and/or salvage for reuse a minimum 65% of the nonhazardous construction and demolition waste. See the following link for additional information:

<https://www.calrecycle.ca.gov/lgcentral/library/canddmodel/instruction/newstructures>

The work shall conform to all applicable City, County, State, and federal guidelines regarding COVID-19. In the event that an employee of the Contractor who has been onsite tests positive for COVID-19, all employees shall self-quarantine for 14 days and receive a negative test result before returning to the site.

It is the intention of the City to award a contract to a bidder who furnishes satisfactory evidence that the bidder has the requisite experience, ability, sufficient capital, facilities, and plant to enable the bidder to prosecute the Work successfully and properly, and to complete it within the time specified in the contract. To determine the degree of responsibility to be credited to the bidder, the City will weigh any evidence that the bidder has performed satisfactorily on other contracts of like nature, magnitude and comparable difficulty and comparable rates of progress.

All questions relating to interpretation of the Contract Documents must be submitted in writing no later than 5:00 PM Friday, May 20th, 2022 and responses shall be in the form of written addenda to the Contract Documents. Questions may be sent via electronic mail to the attention of City Consultant, Becca Bugielski, PE at bbugielski@mknassociates.us. Questions submitted after this time shall not be responded.

The project is located at the City's WRF along Calpipe Road in Santa Paula, CA 93060. It can be accessed by Corporation Street. Project scope includes furnishing all necessary labor, materials, and equipment for the removal of access hatches, cleaning and inspection of the tanks, remove and replace ultrafine bubble diffusers, inspect tank mixers, and provide inspection and refurbishments on multiple weir and mud valves.

Contract Time

Contract time for completion of the Work shown in the Bidding Documents is **100 calendar days**. Once the work is started, it must be continuously performed until completion.

Liquidated Damages

Liquidated damages for avoidable delays shall be **\$1,000.00** per consecutive day in excess of the Contract Time for the completion of the Work. See General Provisions Section 6-9.1 for additional information.

Engineer's Estimate: The Engineer's Estimate for this project is **\$570,000.**

Contract Bonds

The Successful Bidder will be required to furnish a Performance Bond in the amount of one hundred percent (100%) of the Total Bid Price, and a Payment (Material and Labor) Bond in the amount of one hundred percent (100%) of the Total Bid Price, on the forms provided and, in the manner, described in the Bid Documents. The Bid Bond will be forfeited should the bidder to whom the Contract is awarded fail to enter into the Contract and provide the required Performance and Payment Bonds and Certificate(s) of

Insurance within ten (10) calendar days after the date of receipt of Notice of Award of the Contract pursuant to the terms of said Bid Bond.

Mandatory Prebid Meeting

The Mandatory Prebid Meeting shall occur on Tuesday, May 17th, 2022 at 2 pm via Zoom. At the mandatory prebid meeting, Bidders will have the opportunity ask questions regarding the local conditions, potential construction difficulties and restrictions related to the performance of the Work under the Contract. Bidders are encouraged to visit the project site (which is within the public right-of-way) to perform their own investigations prior to the pre-bid meeting. The City requires all Pre-Bid Conference attendees to arrive for the meeting on time and to sign an attendance list which is used to determine if Bidders meet this requirement. In order for a Bid to qualify for consideration in making an award, the Bidder shall have a responsible representative present for the entire duration of the Mandatory Pre-Bid Meeting. Bids received from Bidders not represented at the Mandatory Pre-Bid Meeting and Site visit will be returned to the Bidder unopened. In order to participate the prebid meeting, contractors and interested parties must email Santa Paula's City Clerk, Julie Latshaw, at jlatshaw@spcity.org by 5:00 pm, Wednesday, May 11th, 2022, in order to provide an email address for purposes of receiving a Zoom Teleconference invitation.

DATED this ____th day of _____, 2022.

CITY OF SANTA PAULA, CALIFORNIA

Julie Latshaw, City Clerk

This page intentionally left blank

BIDDING INSTRUCTIONS

1. **DEFINITIONS.** Unless provided otherwise, the definitions in the Contract Documents, Special Conditions, and Standard Specifications are applicable to all Bidding Documents.
 - 1.1. "Addenda" means written or graphic instruments issued by the City before the Bid Deadline that modify or interpret the Bidding Documents by additions, deletions, clarifications, or corrections.
 - 1.2. "Alternate" means a proposed change in the Work, as described in the Bidding Documents which, if accepted, may result in a change to either the contract sum or the Contract Time, or both.
 - 1.3. "Bid Deadline" means the date and time designated in the Notice Inviting Sealed Bids as the last date and time for receipt of Bids, as may be revised by Addenda.
 - 1.4. "Bidder" means a person or firm that submits a Bid.
 - 1.5. "Bidding Documents" means the construction documents prepared and issued for bidding purposes including all Addenda.
 - 1.6. "Lump Sum Base Bid" means the sum stated in the Bid for which Bidder offers to perform the Work described in the Bidding Documents, but not including unit price items or Alternates.
 - 1.7. "Unit Price" means an amount stated in the Bid for which Bidder offers to perform the Unit Price Work for a fixed price per unit of measurement.
2. **BIDDER'S REPRESENTATIONS.** By making its Bid, Bidder represents that:
 - 2.1. Bidder read, understood, and made the Bid pursuant to the requirements in the Bidding Documents.
 - 2.2. Bidder visited the Project site and is familiar with the conditions under which the Work shall be performed and the local conditions as related to the Contract Documents.
 - 2.3. The Bid is based upon the materials, equipment, and systems required by the Bidding Documents.
 - 2.4. Bidder and all Subcontractors, regardless of tier, have the appropriate current licenses issued by the State of California Contractors State License Board for the Work to be performed. If Bidder is a joint venture, the Bidder must have a joint venture license appropriate for the performance of the Work, and each member of the joint venture must likewise have the appropriate license. Business and Professions Code §§ 7000-7191 establish licensing requirements for contractors. If a Bidder, that is a specialty contractor, submits a Bid involving three (3) or more specialized building trades, the Work of which is more than incidental and supplemental to the performance of the Work for which Bidder holds a specialty contractor license, Bidder must also hold a Class A- General Engineering Contractor license. This requirement is applicable whether or not Bidder lists a Subcontractor for each such trade.
 - 2.5. Bidder has the expertise and financial capacity to perform and complete all obligations under the Bidding Documents.
 - 2.6. The person executing the Bid Form is duly authorized and empowered to execute the Bid Form on Bidder's behalf.
 - 2.7. Bidder is aware of and, if awarded the Contract, shall comply with Applicable Code Requirements in its performance of the Work.

2.8. The Bidder has paid the City's business license fee(s).

3. BIDDING DOCUMENTS.

3.1. Bidders may obtain complete sets of the Bidding Documents from the City website as stated in the Notice Inviting Sealed Bids.

3.2. Bidders shall use a complete set of Bidding Documents in preparing Bids.

3.3. The City makes copies of the Bidding Documents available, on the above terms, for the sole purpose of obtaining Bids for the Work and does not confer a license or grant permission for any other use of the Bidding Documents.

4. INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS.

4.1. Before submitting its Bid, Bidder shall carefully study and compare the various documents comprising the Bidding Documents and compare them with any other Work being bid concurrently or presently under construction which relates to the Work for which the Bid is submitted; shall examine the project site, the conditions under which the Work is to be performed, and the local conditions; and shall at once report to the Engineer errors, inconsistencies, or ambiguities discovered.

4.2. Requests for clarification or interpretation of the Bidding Documents shall be addressed to the Engineer.

4.3. Clarifications, interpretations, corrections, and changes to the Bidding Documents shall be made by Addenda. Clarifications, interpretations, corrections, and changes to the Bidding Documents made in any other manner shall not be binding and Bidders shall not rely upon them.

5. PRODUCT SUBSTITUTIONS. No substitutions shall be considered before award of Contract. Substitutions shall only be considered after award of the Contract and as provided for in the Contract Documents.

6. SUBCONTRACTORS.

6.1. Each Bidder shall list in the Bid Form all subcontractors that shall perform Work, labor or render such services. The Bid Form contains spaces for the following information when listing Subcontractors: (1) Work activity; (2) name of subcontractor; (3) city of subcontractor's business location. Failure to list any of these items on the Bid Form shall result in the City treating the Bid as if no Subcontractor was listed for the Work and that Bidder represents to the City that it is fully qualified to perform that portion of the Work and shall perform do so.

6.2. Bidders are required to list each subcontractor who will perform work or labor or render service to the Bidder in or about the construction of the Work or will specially fabricate and install a portion of the Work according to the details contained in the Drawings and Specifications, in an amount in excess of one-half of one percent (0.5%) of the Bidder's total Bid. Bidders shall not list, solicit bids from, or award work to a subcontractor who is ineligible to perform work on a public works project pursuant to California Labor Code sections 1777.1 or 1777.7. No Bidder or Subcontractor may be listed unless registered with the Department of Industrial Relations.

6.3. Subcontractors listed in the Bid Form shall only be substituted after the Bid Deadline with the City's written consent in accordance with California law.

7. ADDENDA.

- 7.1. Addenda will be in writing and issued only by the City. Addenda will be mailed or delivered to all who are known by the City to have received a complete set of Bidding Documents and who have provided a street address for receipt of Addenda.
- 7.2. Copies of Addenda will be made available for inspection at the City Public Works Department.
- 7.3. The City will issue Addenda to prospective Bidders not later than three (3) working days before the Bid Deadline. Addenda that withdraw the request for Bids or postpone the Bid Deadline may be issued any time before the Bid Deadline.
- 7.4. Each Bidder is responsible for ensuring that it has received all issued Addenda before issuing a Bid.

8. PRE-BID CONFERENCE. See the Notice Inviting Sealed Bids for information.

9. FORM AND STYLE OF BIDS.

- 9.1. Bids shall be submitted on the Bid Form included with the Bidding Documents. Bids not submitted on the City's Bid Form shall be rejected.
- 9.2. All blanks on the Bid Form shall be filled in legibly in ink or by typewriter.
- 9.3. Bidder's failure to submit a price for any Alternate or unit price shall result in the Bid being considered as nonresponsive. If Alternates are called for and no change in the Lump Sum Base Bid is required, enter "No Change."
- 9.4. Each Bidder must fill out the "Bidders Statement of Past Contract Disqualifications" form stating any and all instances of contract disqualifications due to a violation of a law or safety regulation. The Bidder must explain the circumstances of each disqualification. The City may reject the bid based on such information.
- 9.5. Bidder shall make no stipulations on the Bid Form nor qualify the Bid in any manner.
- 9.6. The Bids shall be based upon full completion of all the Work as shown on the plans and specifications. It is expressly understood that the plans are drawn with as much accuracy as is possible in advance, but should errors, omissions or discrepancies exist in the plans which show conditions that vary from those encountered in construction, the Bidder (if awarded the Contract) specifically agrees to construct a completed Work ready for the use and in the manner which is intended. In the event of increasing or decreasing of Work, the total amount of Work actually done or materials or equipment furnished must be paid for according to the unit or lump sum price established for such Work under the contract, wherever such unit or lump sum price has been established. In the event no prices are named in the contract to cover such changes or alterations, the cost of such changes must be covered as extra work.
- 9.7. The Bid Form shall be signed by a person or persons legally authorized to bind Bidder to a contract. Bidder's Representative shall sign and date the Declaration included in the Bid Form. Failure to sign and date the declaration shall cause the Bid to be rejected.

10. BID SECURITY.

- 10.1. Each Bid shall be accompanied by Bid Security, in the amount of 10% of the Lump Sum Base Bid as security for Bidder's obligation to enter into a Contract with the City on the terms stated in the Bid Form and to furnish all items required by the Bidding Documents. Bid Security shall be a Bid Bond on the form provided by the City or a certified check made payable to "City of Santa

Paula.” When a Bond is used for Bid Security, failure to use the City’s Bid Bond form shall result in the rejection of the Bid.

- 10.2. If the apparent lowest responsible Bidder fails to sign the Agreement and furnish all items required by the Bidding Documents within the time limits specified in these Instructions to Bidders, the City shall disqualify such Bidder and select the next apparent lowest responsible Bidder until all bids have been exhausted or the City may reject all bids. In such an event, the disqualified Bidder shall be liable for and forfeit to the City the amount of the difference, not to exceed the amount of the Bid Security, between the amount of the disqualified Bid and the larger amount for which the City procures the Work.
 - 10.3. If a Bid Bond is submitted and an attorney-in-fact executes the Bid Bond on behalf of the surety, a notarized and current copy of the power of attorney shall be affixed to the Bid Bond. The surety issuing the Bid Bond shall be listed in the latest published State of California, Department of Insurance list of, “Insurers Admitted to Transact Surety Insurance in This State.”
 - 10.4. The City shall retain Bid Security until the occurrence of one of the following:
 - 10.4.1. All items required by the Bidding Documents have been furnished and the Agreement has been signed by the successful Bidder and the City.
 - 10.4.2. The specified time has elapsed during which Bids may be withdrawn.
 - 10.4.3. All Bids have been rejected.
 - 10.5. The Bid Form, Bid Security, and all other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the City Clerk. The envelope shall be identified with the Project name, Bidder’s name and address, and, if applicable, the designated portion of the Project for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope labeled as follows: “SEALED BID ENCLOSED.”
 - 10.6. Bids shall be deposited at the designated location on or before the Bid Deadline. A Bid received after the Bid Deadline shall be returned to Bidder unopened.
 - 10.7. Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.
 - 10.8. Oral, telephonic, facsimile, or telegraphic Bids are invalid and shall not be accepted.
- 11. MODIFICATION OR WITHDRAWAL OF BID.**
- 11.1. Before the Bid Deadline, a submitted Bid may be modified or withdrawn. Notice of such action shall be given to the City in writing and signed by the Bidder’s authorized representative. A change so made shall be so worded as not to reveal the amount of the original Bid.
 - 11.2. A withdrawn Bid may be resubmitted up to the Bid Deadline, provided that it then fully complies with the Bidding Requirements.
 - 11.3. Bid Security shall be in an amount sufficient for the Bid as modified or resubmitted.
 - 11.4. Bids may not be modified, withdrawn, or canceled within sixty (60) days after the Bid Deadline unless otherwise provided in Supplementary Instructions to Bidders.
- 12. OPENING OF BIDS.** Bids submitted in the manner required by these instructions and are received on or before the Bid Deadline shall be opened publicly.

13. REJECTION OF BIDS.

- 13.1. The City shall have the right to reject all Bids.
- 13.2. The City shall have the right to reject any Bid not accompanied by the required Bid Security or any other item required by the Bidding Documents, or a Bid which is in any other way materially incomplete or irregular.

14. AWARD.

- 14.1. The City may retain all bids for a period of sixty (60) days for examination and comparison, and to delete any portion of the Work from the contract.
- 14.2. The City shall have the right to waive nonmaterial irregularities in a Bid and to accept the lowest responsive Bid as determined by The City.
- 14.3. The City shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents.
- 14.4. The City shall determine the low Bidder on the basis of the sum of the Lump Sum Base Bid plus all unit prices multiplied by their respective estimated quantities as stated in the Bid Form, if any, plus the compensation for delay multiplied by the "multiplier" as stated in the Bid Form, plus the amounts of all accepted Alternates.
- 14.5. The City shall select the apparent lowest responsive and responsible Bidder and notify such Bidder within thirty (30) days (unless number of days is modified in Supplementary Instructions to Bidders) after the Bid Deadline or reject all bids. Within ten (10) days after receiving the City's notice that Bidder was selected as the apparent lowest responsible Bidder, Bidder shall submit to the City all of the following items:
 - 14.5.1. Three originals of the Agreement signed by Bidder.
 - 14.5.2. Three originals of the Payment Bond.
 - 14.5.3. Three originals of the Performance Bond.
 - 14.5.4. Certificates of Insurance on form provided by the City.
 - 14.5.5. Names of all Subcontractors, with their addresses, telephone number, facsimile number, trade on Bidders' company stationery. Evidence, as required by the City, of the reliability and responsibility of the proposed Subcontractors such as statements of experience, statements of financial condition, and references.
 - 14.5.6. Preliminary Construction Schedule.
 - 14.5.7. Selection of Retention Options and Escrow Agreement for Deposit of Securities in Lieu of Retention and Deposit of Retention. If not submitted, the City shall withhold retention.
 - 14.5.8. Cost Breakdown.
- 14.6. Before award of the Contract, the City shall notify Bidder in writing, if the City objects to a Subcontractor proposed by Bidder, in which case Bidder shall propose a substitute acceptable to the City. Failure of the City to object to a proposed Subcontractor before award shall not

preclude the City from requiring replacement of any Subcontractor based upon information received subsequent to award, information which cannot be properly evaluated before award due to time constraints, or information relating to a failure to comply with the requirements of the Contract.

- 14.7. If Bidder submits the three original signed Agreements and all other items within ten (10) days after receiving the City's notification, and all such items comply with the requirements of the Bidding Documents, the City shall award the Contract to Bidder by signing the Agreement and returning a signed copy of the Agreement to Bidder.
- 14.8. If the City consents to the withdrawal of the Bid of the apparent lowest responsible Bidder, or the apparent lowest responsible Bidder fails or refuses to sign the Agreement or submit to the City all of the items required by the Bidding Documents, within ten (10) days after receiving the City's notification, or the City determines that the Bidder is not financially or otherwise qualified to perform the Contract, the City may reject such Bidder's Bid and select the next apparent lowest responsible Bidder, until all bids are exhausted, or reject all Bids.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Clete Saunier, Public Works Director

Subject: VENTURA COUNTY WATERSHED PROTECTION DISTRICT BENEFIT ASSESSMENT PROGRAM FOR FY 2022-23

Date: May 4, 2022

Agenda Item: 11.A

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7395 authorizing the City Manager to allow City participation in the Ventura County Watershed Protection District's Benefit Assessment Program for FY 2022-23 and continue the City's assessment of \$6.65 per Benefit Assessment Unit (BAU) per year to fund a portion of the City's Stormwater Management Program.

BACKGROUND:

The City participates in the Ventura County Watershed Protection District's Benefit Assessment Program to partially fund the City's obligations under a National Pollutant Discharge Elimination System (NPDES) Permit issued by the Los Angeles Regional Water Quality Control Board (LARWQCB).. The City is a co-permittee under the Regional Phase I Municipal Separate Storm Sewer System (MS4) NPDES Permit (Order No. R4-2021-0105) for Los Angeles and Ventura Counties, which the LARWQCB adopted on July 23, 2021. This Permit has numerous requirements the City must fund and implement in order maintain and improve stormwater quality within the City and remain Permit compliant.

ANALYSIS:

The goal of the Benefit Assessment Program is to improve stormwater quality and prevent pollution in stormwater runoff from the following sources: residential, commercial, construction, land development, and capital improvement. Each property is charged for its prorated share of the program cost based upon the size and use of the property. The program funds three distinct revenue sections: County Operations and Maintenance, County NPDES and City NPDES. Currently, the Fiscal Year 2021/2022 assessment for the Benefit Assessment Program is \$37.74 per BAU. The City will receive \$6.65/BAU from the County for the City's share of the assessment. The proposed assessment for Fiscal Year 2022/2023 is expected to remain the same as Fiscal Year 2020/2021.

The proceeds from the Benefit Assessment Program are used by the City for the following activities:

1. Street Sweeping
2. Stormwater Quality Monitoring
3. Program Reporting
4. Data Management
5. Laboratory Analytical Services
6. Public Participation and Outreach Programs
7. Program Administration

STRATEGIC PLAN:

The approval of this agenda item does not directly address the strategic goals within the City's adopted Strategic Plan.

FISCAL IMPACTS:

The proposed Fiscal Year 2022/2023 assessment is designated to partially fund the City's activities to remain in compliance with the federal and state mandated NPDES Permit Program. The proposed Fiscal Year 2022/2023 Benefit Assessment Unit breakdown is as follows:

1) County Operations and Maintenance: \$272,929 (\$27.13/BAU)

2) County NPDES: \$39,803(\$3.96/BAU)

3) City NPDES: \$66,879 (\$6.65/BAU)

Total City contribution: \$379,611

There are approximately 10061 BAUs in Santa Paula and the assessment per BAU is \$37.74. Therefore, the total Santa Paula assessment would be approximately \$379,611. The \$6.65 per BAU the City should receive from this year's assessment is estimated to be \$66,879.

Proceeds from the Benefit Assessment Program will be used to partially fund the activities of the City's Stormwater Quality Management Program as required under the July 2021 Regional Phase I MS4 NPDES Permit for Los Angeles and Ventura Counties.

OPTIONS:

The Council has the following available alternative options to Staff's Recommendations:

1. Do not adopt Resolution No. 7395 authorizing the City Manager to allow City participation in the Ventura County Watershed Protection District's Benefit Assessment Program for FY 2022-23. This will result in the City not receiving critically needed revenue to fund its stormwater management program to prevent polluted stormwater runoff from entering the City's stormwater conveyance system. This lack of funding could also result in the City not being in compliance with the requirements of the NPDES permit issued by the Los Angeles Regional Water Quality Control Board.

ATTACHMENTS:

[EXHIBIT A Resolution No. 7395_Benefit Assessment Program NPDES.pdf](#)

EXHIBIT A

Resolution No. 7395 – NPDES Benefit Assessment

RESOLUTION NO. 7395

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA APPROVING AN ASSESSMENT FOR IMPLEMENTING A NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORMWATER QUALITY MANAGEMENT PROGRAM.

The City Council of the City of Santa Paula does resolve as follows:

SECTION 1: The City Council finds that:

- A. The Federal Water Pollution Control Act ("Clean Water Act"), as implemented by the United States Environmental Protection Agency ("EPA"), requires that the city adopt plans and programs for stormwater quality management;
- B. The Clean Water Act (33 U.S.C. § 1342(p)) requires that the EPA establish regulations setting forth National Pollutant Discharge Elimination System ("NPDES") Permit requirements for stormwater discharges;
- C. To comply with and implement the requirements of federal and state clean water laws, the Ventura County Watershed Protection District ("District"), the County of Ventura, and the cities of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, San Buenaventura, Santa Paula, Simi Valley and Thousand Oaks, ("Co-permittees") formed the Ventura Countywide Stormwater Quality Management Program and submitted an application, including the Ventura Countywide Stormwater Quality Management Plan ("Stormwater Quality Management Plan"), to be covered by a single NPDES Permit for publicly owned municipal storm drains;
- D. In 1992, the City Council approved an Implementation Agreement between the Co-permittees to develop an integrated Stormwater Management Program with the objective of improving water quality in the watersheds of Ventura County;
- E. The Implementation Agreement provides that the Co-Permittees may fund the NPDES program through District's Benefit Assessment Program and prescribes a procedure for requesting the levy of the assessment, and
- F. On May 4, 2022, the City Council held a public hearing to consider the imposition of a \$37.74 per year assessment to finance the costs associated with the City's Municipal Stormwater Quality Management Program

SECTION 2: The City of Santa Paula requests that the District include the following amounts in its Benefit Assessment Program for Fiscal Year 2022-23.

- A. The estimated cost for the City to coordinate and comply with the NPDES Program for Fiscal Year 2022-23 is \$379,610.96;
- B. The assessment rate should be \$37.74 per Benefit Assessment Unit within the City;
- C. The City will receive \$6.65/BAU from the County for the City's share of the assessment.

SECTION 3: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this _____ day of May, 2021

Jenny Crosswhite, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

John C. Cotti, City Attorney

APPROVED AS TO CONTENT:

Dan Singer, City Manager

EXHIBIT B

April 22, 2022 Notice of Public Hearing



**CITY OF SANTA PAULA
NOTICE OF PUBLIC HEARING**

TAKE NOTICE that the Santa Paula City Council will hold a public hearing on **Wednesday, May 4, 2022**, commencing at 6:30 p.m. or as soon thereafter as possible in the Santa Paula Council Chambers, 970 Ventura Street. The public hearing will allow testimony regarding a proposed resolution of the City Council of the City of Santa Paula requesting that the Board of Supervisors of Ventura County continue to collect a Benefit Assessment of \$6.65 per Benefit Assessment Unit (BAU) on properties within the City of Santa Paula to fund federally mandated National Pollution Discharge Elimination System (NPDES) stormwater discharge permit activities in Santa Paula. The total assessment citywide would be approximately \$66,879.08.

All interested persons are invited to be present and heard at said meeting. Anyone who seeks to challenge the decisions of the City Council in court with respect to these matters may be limited to raising only those issues raised by the public hearing described in this notice, or in written correspondence delivered to the City at or prior to the public hearing.

Information relating to the above matter will be available for public review in the Office of the City Clerk of Santa Paula located in City Hall at 970 Ventura Street, Santa Paula, California, ten days before the hearing.

To be published in the Santa Paula Times Friday, April 22, 2022.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Greg Barnes, Parks and Recreation Director

Subject: APPOINTMENT - SENIOR ADVISORY COMMITTEE

Date: May 4, 2022

Agenda Item: 12.A

RECOMMENDATION:

Staff Recommends that the City Council:

Appoint one member to the Senior Advisory Committee.

BACKGROUND:

For well over a year there has been a vacancy on the Senior Advisory Committee.

During this vacancy, the City has been accepting applications on an ongoing basis. One new application was received.

ANALYSIS:

At a Special Meeting of the City Council earlier this evening, the Council interviewed the sole applicant, Mr. Bruce Archer, for the Senior Advisory Committee vacancy .

At this time, Council may select to appoint the applicant to the Committee or direct staff to continue to advertise to fill the vacancy.

STRATEGIC PLAN:

FISCAL IMPACTS:

None

OPTIONS:

The Council has the following additional option:

1. Make no appointment this evening and direct staff to re-advertise for the vacancy. Staff will return with additional applicants for Council to consider.

ATTACHMENTS:

FEB 24 2022

RECEIVED



CITY OF SANTA PAULA COMMISSION/COMMITTEE/BOARD APPLICATION

Return to: City of Santa Paula, City Clerk
PO Box 569/970 Ventura Street
Santa Paula, CA 93061
(805) 933-4208

Instructions: Thank you for your interest in serving on a commission, committee, board, or authority for the City of Santa Paula. Resumes are welcome, but may not be substituted for the completed application. Please type or print clearly in black ink, and answer all questions completely and correctly. We welcome applications from all qualified applicants. We do not discriminate on the basis of race, color, religion, sex, national origin, age, marital status, medical condition, or disability.

Position Applying For: <i>Senior Advisory Council Position</i>	
Name: <i>Bruce L. Archer</i>	
Mailing Address: [REDACTED]	
Email Address: [REDACTED]	
Home Phone: [REDACTED]	Work Phone:

EDUCATION

Circle the highest education level	High School Graduate ☒ Yes ☐ No
1 2 3 4 5 6 7 8 9 10 11 12 13 <u>14</u> 15 BA MA PhD	Passed equivalency tests ☒ Yes ☐ No

LIST EDUCATIONAL BACKGROUND, DIPLOMAS, OR DEGREES RECEIVED

NAME/LOCATION OF COLLEGE	COURSE OF STUDY	DEGREE CONFERRED
<i>Oxnard College</i>	<i>CRM A</i>	<i>Cent CRM A</i>
<i>Citrus College</i>	<i>Sim. Bus mgmt</i>	
<i>PCC</i>	<i>Accounting & Business Law</i>	
<i>UOP</i>	<i>Bus mgmt</i>	

LIST COURSEWORK COMPLETED WHICH YOU FEEL IS PERTINENT TO THIS APPOINTMENT

TITLE	INSTITUTION	UNITS COMPLETED
<i>Public speaking</i>	<i>UOP</i>	<i>15</i>
<i>Intro to Computers</i>	<i>Oxnard college</i>	<i>12</i>

PROFESSIONAL LICENSE/CERTIFICATION Title: Expiration Date:	SPECIAL SKILLS AND INTERESTS <i>cooking, serving my community</i>
---	---

EMPLOYMENT HISTORY

Show your most recent position first, then list all other positions in order working down from the most recent. Volunteer information should be listed here as well. Give complete information – a resume may be added but cannot substitute for this section. If you need more space, please attach additional sheets using the same format.

Employer: <u>City of Santa Paula</u>	Dates of Employment: From <u>Jan 2016</u> To <u>Oct 2016</u>
Address: <u>530 W. Main St.</u>	Telephone: <u>805-933-4226</u>
Supervisor:	Job Title: <u>Senior Nutrition Coordinator</u>
Nature of Duties: <u>preparing, ordering, serving seniors nutritious food</u>	

Employer: <u>St. Catherine's By The Sea</u>	Dates of Employment: From <u>May 2011</u> To <u>Oct 2015</u>
Address: <u>1931 Pkwy St</u>	Telephone: [REDACTED]
Supervisor: <u>Kevin Ryan</u>	Job Title: <u>Cook</u>
Nature of Duties: <u>preparing, serving meals to retired NUNS</u>	

Employer: <u>Production Plus Plumbing</u>	Dates of Employment: From <u>Oct 2014</u> To <u>Apr 2015</u>
Address: <u>312 W. Dowson</u>	Telephone: [REDACTED]
Supervisor: <u>Cody Le Borden</u>	Job Title: <u>Purchasing Manager</u>
Nature of Duties: <u>purchasing materials for new construction Plumbing Company</u>	

STATEMENT OF INTEREST

Please indicate below the reasons you are interested in serving on a commission or committee for the City of Santa Paula. Include in your answer a summary of your qualifications for the position and your commitment to the community. Also include other factors that you feel are important for the City Council to know. Additional sheets may be attached.

<u>To live in the city and would like to see seniors have a voice in decisions that affect their lives. Would like to see Santa Paula as a shining example of how a city treats its senior population</u>

Signature

Bonnie L. Archer

Date

2/7/2022

Thank you for your interest!

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Clete Saunier, Public Works Director

Subject: ADVANCED WATER TREATMENT FACILITY PROJECT STATE
REVOLVING FUND FINANCING - SANTA PAULA UTILITY AUTHORITY

Date: May 4, 2022

Agenda Item: 12.B

RECOMMENDATION:

Staff recommends that the City Council, sitting as the City Council of the City and the Board of Directors of the Santa Paula Utility Authority:

1. Adopt Resolution 7398 authorizing the Executive Director or his designee to apply for a Clean Water State Revolving Fund (CWSRF) loan for design and construction of the Advanced Water Treatment Facility (AWTF) project.
2. Adopt Reimbursement Resolution 7399 authorizing reimbursing expenditures and indicating a reasonably expected maximum principal amount of \$23 million for the AWTF project.

Presented by: Clete J. Saunier, Public Works Director

BACKGROUND:

The Santa Paula Water Recycling Facility (WRF) entered service in 2010 and has been in continuous service since. The WRF operates under a permit from the Los Angeles Regional Water Quality Control Board (Board) to discharge treated wastewater (R4-2018-0022). This permit requires that chloride concentration in the effluent discharge be less than 79 pounds per day (ppd) to meet a groundwater quality objective of 110 milligrams per liter (mg/L). Historically, the discharge has exceeded this limit, and the WRF has received a Cease and Desist Order (CDO R4-2018-0023) requiring the discharge be brought into compliance. The CDO provides ten years; specifically, by February 8, 2028, for the City to achieve full compliance with the effluent chloride limit.

The State Water Resources Control Board (SWRCB), Division of Financial Assistance administers the Clean Water State Revolving Fund (CWSRF) loan program. The CWSRF program has a fixed amount of funds available each year and provides loans to agencies for wastewater and recycled water projects based on a priority scoring system. Complete application packages are to be submitted by December 31 for consideration of funding the following year. The program's low interest rates, currently 1.6%, and other favorable terms help lower total project costs, maximizing benefits to ratepayers.

The City submitted a complete CWSRF loan application for the Advanced Water Treatment Facility (AWTF) in December 2020. As part of the application, the Wastewater Financial Projects and AWTF Funding was approved by Council at the December 16, 2020 City Council Meeting. Resolution 7309 was approved by Council at the November 18, 2020 meeting which authorized reimbursing expenditures and indicated a reasonably expected maximum principal amount of \$20 million for the AWTF project, which was approximately 30 percent above the estimated project capital cost opinion at the time.

The City's AWTF Project was listed on the CWSRF Fundable Projects List in April 2021, indicating that the SWRCB confirmed the application was completed on time and the project appears fundable (preliminarily). The SWRCB Division of Financial Assistance (DFA) staff proceeded with detailed review of the application package. In December 2021, City staff received indication from DFA staff that the AWTF environmental package was cleared, and they were initiating review of the rest of the application package (technical, financial, and legal).

On January 19, 2022, City Council reviewed and approved the updated wastewater financial projections and AWTF funding, which incorporated a refined design and updated cost opinion, authorized the City Manager to update the CWSRF loan application, and adopted reimbursement resolution 7382 authorizing reimbursing expenditures and indicating a reasonably expected maximum principal amount of \$23 million for the AWTF project.

ANALYSIS:

Staff is pursuing a CWSRF loan for the Advanced Water Treatment Facility (AWTF). As noted above, DFA staff are reviewing the financial, legal, and technical portions of the package. DFA recently met with City staff to discuss questions related to the City and the Santa Paula Wastewater Authority. Since the Santa Paula Utility Authority issued the wastewater bonds and the Authority collects wastewater revenues, DFA requested that the Authority take part in the loan application process. Through discussions, it was determined that a loan agreement including the Utility Authority may be the best path to move forward for the loan. To advance the application, Authority adoption of two resolutions is required. The items currently presented for the Authority approval are:

Authorizing Resolution (Exhibit A) authorizes the Executive Director or his designee, the Director of Public Works, to apply for an SRF loan for design and construction of the AWTF project. The resolution also authorizes the Executive Director or his designee to execute CWSRF financial assistance agreements and any amendments with the SWRCB. The CWSRF financial assistance agreements do not obligate the Authority to borrow the funding.

Reimbursement Resolution (Exhibit B) authorizes reimbursing expenditures and indicating a reasonably expected maximum principal amount of \$23 million for the AWTF project. The CWSRF program requires the City to pay for project costs as they are incurred and then be reimbursed by the CWSRF loan upon approval. The Resolution includes a reasonable maximum estimated principal amount. Staff recommends indicating \$23 million.

These two resolutions are substantially the same as the resolutions approved by City Council, as noted above, with the exception that they are party from the Santa Paula Utility Authority instead of City Council.

STRATEGIC PLAN:

The approval of this agenda item does not directly address the strategic goals within the City's adopted Strategic Plan.

FISCAL IMPACTS:

There are no financial impacts associated with the adoption of these resolutions. Applying for CWSRF funds does not obligate the City to proceed with the project or to enter into final loan agreements. Several steps in the loan process will require Council action, including approval of the final loan amount. Repayment of the 30-year CWSRF loan would be expected to begin one year after construction is completed and would be included as an expense in that Fiscal Year's Wastewater Treatment Fund operating budget.

OPTIONS:

The Authority has the following available alternative options to Staff's recommendations:

1. Do not adopt Resolution 7398 authorizing the Executive Director or his designee to apply for a Clean Water State Revolving Fund (CWSRF) loan for design and construction of the Advanced Water Treatment Facility (AWTF) project. And do not adopt Reimbursement Resolution 7399 authorizing reimbursing expenditures and indicating a reasonably expected maximum principal amount of \$23 million for the AWTF project. This action would significantly delay the project and could jeopardize the CWSRF loan, possibly requiring the City to find alternative project funding.

ATTACHMENTS:

[Exhibit A - Resolution 7398 - Authorization Resolution.pdf](#)

[Exhibit B - Resolution 7399 - Reimbursement Resolution.pdf](#)

EXHIBIT A

Resolution No. 7398

RESOLUTION NO. 7398

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA PAULA UTILITY AUTHORITY DESIGNATING THE EXECUTIVE DIRECTOR AS THE AUTHORITY'S AUTHORIZED REPRESENTATIVE AND DIRECTING THE FILING OF A FINANCIAL ASSISTANCE APPLICATION WITH THE STATE WATER RESOURCES CONTROL BOARD

The Board of Directors of the Santa Paula Utility Authority hereby resolves as follows:

SECTION 1: The Board of Directors finds and declares as follows:

- A. The Santa Paula Utility Authority desires to finance the design and construction costs associated with the City of Santa Paula Advanced Water Treatment Facility.

SECTION 2: *Authorization and Direction.* The executive Director (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the City, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of the Advanced Water Treatment Facility (the "Project").

Section 3: *Assurances and Execution.* This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

SECTION 3: *Representation of the City.* The Authorized Representative, or his/her designee, is designated to represent the City in carrying out the City's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the City and compliance with applicable state and federal laws.

Section 4. The City Clerk is directed to certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 4th day of May 2022.

Jenny Crosswhite, Chairperson

ATTEST:

Julie Latshaw, Secretary

Approved as to Form:

John C. Cotti, Legal Counsel

EXHIBIT B

Resolution No. 7399

RESOLUTION NO. 7399

A RESOLUTION OF THE BOARD OF THE SANTA PAULA UTILITY AUTHORITY REQUESTING THE REIMBURSEMENT OF CERTAIN EXPENDITURES FOR THE ADVANCED WATER TREATMENT FACILITY PROJECT

The Board of the Santa Paula Utility Authority (Board) hereby resolves as follows:

SECTION 1: The Board finds and declares as follows:

- A. The Santa Paula Utility Authority (the "Authority") desires to finance the costs of planning, designing and constructing the Advanced Water Treatment Facility (the "Project");
- B. The Authority intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board);
- C. The State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"),
- D. Prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds, the Authority desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Authority; and
- E. The Authority has determined that the money to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Authority for the Expenditures from the proceeds of the Obligations.

SECTION 2: The Authority hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.

SECTION 3: The reasonably expected maximum principal amount of the Project Funds is \$23,000,000.

SECTION 4. This resolution is being adopted no later than 60 days after the date on which the Authority will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.

SECTION 5: Each Authority expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.

SECTION 6: To the best of our knowledge, the Authority is not aware of the previous adoption of official intents by the Authority that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 7: This Resolution is adopted as official intent of the Authority in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.

SECTION 8: All the recitals in this Resolution are true and correct and this Authority so finds, determines and represents.

SECTION 9: The City Clerk is directed to certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 4th day of May 2022.

Jenny Crosswhite, Chairperson

ATTEST:

Julie Latshaw, Secretary

Approved as to Form:

John C. Cotti, Legal Counsel

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: INITIATING THE PROCESS OF CHANGING TO DISTRICT COUNCIL ELECTIONS

Date: May 4, 2022

Agenda Item: 12.C

RECOMMENDATION:

Staff recommends the City Council:

1. Receive a report on the districting process and permissible criteria to be considered to create district boundaries; and
2. Provide direction to staff on the selection of a demographer and public relations firm; or
3. Take such other action the Council deems appropriate

BACKGROUND:

On February 22, 2022, the City received a letter from attorney Jason Dominguez on behalf of “a large segment of the population and on behalf of Laura Espinosa” demanding an end to the at-large Council election system. In response to that letter, on April 6, 2022 the City Council discussed its options and unanimously adopted Resolution 7393, indicating your intent to change the election system from at-large to by-district elections. Given the litigation risk and associated financial impact on the City, the City Council asked to enter into a settlement agreement with Mr. Dominguez and directed staff to move the districting process forward.

The criteria to comply with all legal requirements to establish council district boundaries is spelled out in California law and in the Council's adopted Resolution 7393. The ability to engage the community and a demographer in this process will take some time and renders a change to the 2022 November election nearly impossible. It is therefore in the City's best interest to take the necessary time to secure the assistance of experienced professionals, work to educate and inform the community and seek their participation in this process.

ANALYSIS:

Since California voters passed the Voting Rights Act in 2004, hundreds of local jurisdictions have moved to by-district elections. As such, there are numerous qualified firms available to assist the City in this endeavor, establish the necessary tools and criteria to adhere to State law, and help to have an engaged and informed process of establishing district boundaries.

As required by Elections Code Section 10010, the City must hold at least two (2) public

hearings prior to the release of draft maps of Council election districts. It is then recommended the Council hold additional public hearings to solicit public input regarding the content of the draft maps and the proposed sequence of elections. Then an additional public hearing will be held prior to the approval of an ordinance implementing the Council's district map.

State law requires that districts conform with the following principles:

- Each district shall be contiguous.
- Each district should avoid dividing neighborhoods and communities of interest.
- Each district should be bordered by easily identifiable boundaries such as major roads or rivers.
- Each district should be compact.
- Districts shall not be drawn to favor or disfavor a political party.

To achieve conformance with the law, it is recommended the City secure the services of a qualified demographer and work with a public relations firm to conduct workshops and hearings on this process.

Traditionally, professional services are achieved following a Request for Proposals (RFP) or Request for Qualifications (RFQ) process, whereby any and all qualified firms may submit proposals to the City. One option is for the City to follow such a process, which generally takes 3-4 months from initiation of the RFP/RFQ to the selection of firms.

A second option in this case is to work with the City's existing public relations firm and to utilize our contract with BB&K to select a qualified demographer. BB&K has a vetted list of demographers within California who have performed similar services for cities. Pursuing this option will save significant time and should reduce the load on staff in going through the RFP and selection process. However, preliminary estimates for this work range from \$25,000 - \$35,000 for the public outreach, education and participation process and \$20,000 - \$30,000 for demographer expenses, possibly more, depending on the number of workshops conducted. It is possible these services could be performed internally or at a lower cost should Council wish to direct staff initiate an RFP/RFQ process.

While the new by-district voting outcome won't take effect until the 2024 General Election, allowing for added time to engage the community in the process, there is value in moving the process forward sooner than later. As the community approaches the November 2022 elections it may be confusing to the public to differentiate between the existing at-large system and workshops on districting that won't occur for two more years. Therefore, it is staff's recommendation to initiate this process in May, with public workshops planned for this summer, such that final decisions may be made soon thereafter.

STRATEGIC PLAN:

This matter was not included in, nor anticipated with, the Council's Strategic Plan.

FISCAL IMPACTS:

It is anticipated that this effort will cost the City between \$50,000 - \$70,000, in addition to up to \$33,000 due to Mr. Dominguez. These expenses were not anticipated in the City's adopted budget and, as such, \$50,000 in new expenditures is being requested with the 3rd Quarter budget report being brought to Council under separate cover. A similar adjustment to the

2022/23 fiscal year budget may become necessary. If so, staff will return to Council at a later date to request additional funding for the remaining amount.

OPTIONS:

The Council could choose to delay this matter past the fall election cycle to minimize confusion and avoid workshops held over the summer months. Doing so, however, could result in new demands from Mr. Dominguez as such a delay would be inconsistent with the Council's adopted Resolution on April 6.

ATTACHMENTS:

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Christy Ramirez, Finance Director

Subject: THIRD QUARTER FISCAL REPORT FY 21/22

Date: May 4, 2022

Agenda Item: 12.D

RECOMMENDATION:

Staff recommends that the City Council approve Resolution No. 7400 Amending the City's Operating and CIP Budget for FY 2021/22.

BACKGROUND:

The purpose of this Third Quarter Financial Review is to provide a status update on the City's revenue and expenditure activity as it relates to the FY 2021/22 Operating Budget, which was originally adopted in June 2021. This report provides an overview of the revenue and expenditure activity in the General Fund, as well as the City's Special Funds, and presents recommendations for adjustments to the adopted budget, where needed.

The first section of this report is a summary of the financial activity for the City's most significant fund, the General Fund, as of April 27, 2022. Staff has also included discussion on other miscellaneous funds and the Capital Improvement Program (CIP) budget.

In analyzing the attached report, the following information should be taken into consideration:

- Revenues and expenditures are recorded during the period received or paid. It is only at the end of the fiscal year that accrual entries are made to associate the revenues and expenditures to the corresponding period.
- The receipt of revenues varies according to the source of funding, so the March totals may not represent nine months of revenues in many categories. For example, "Traditional" Property Tax payments are normally received as follows: 56% in December, 41% in April, and 3% in June.
- Expenditures for salaries and some operating costs may be disbursed evenly on a month-to-month basis, however, there are some expenditure line items whereby funds are released or encumbered at the start of the new fiscal year. In addition, expenditures for Liability Insurance, Workers Compensation and Debt Service are made on a quarterly, semi-annual or annual basis.

ANALYSIS:

Fiscal Year 21/22 revenues are generally trending in line with modifications brought to Council during the First Quarter and Mid-Year Review. Following is a breakdown of staff

recommendations to budget modifications for Q3 21/22 by fund:

GENERAL FUNDS

Overall, based on year to date activity analysis and comparison to prior year actuals, revenues and expenditures for the General Fund are generally tracking as expected. At this time, staff is recommending revenue and expenditure adjustments that continue to maintain a balanced budget, described in further sections of this report.

The General Fund is the general operating fund of the City and accounts for activities and services traditionally associated with general municipal services. When discussing the General Fund in this report, included is the sub funds such as Measure T and Recreation Program funds. The current fiscal year approved budget for revenues and expenditures and the recommended Mid-Year adjustments to the General Fund are summarized in the table below:

	Current Budget	Proposed Amendments	Proposed Budget
Operating Revenue	20,333,768	114,000	20,447,768
Total Expenditures	(22,491,608)	(706,000)	(23,197,608)
Operating Expenditures	(19,085,208)	(21,000)	(19,106,208)
Capital Expenditures	(3,406,401)	(685,000)	(4,091,401)
Net Change to Fund Balance	(2,157,840)	(592,000)	(2,749,840)

*Carryover allocations funded from prior year available balance: \$2,146,229

**Use of unassigned fund balance at time of budget adoption: \$916,839

Staff has included recommended budget adjustments for all funds within the analysis of the Revenues, Expenditures, and Capital Improvement Program and Other Funds sections of this report. Additionally, a summary by general ledger accounts can be found in Exhibit A to the attached resolution.

Staff continues to closely monitor revenue projections, as well as evaluate resource requirements, and will advise Council of any changes as they arise. Details regarding revenue and expenditure performances, previous Council approved budget appropriations made this fiscal year, as well as recommended budget revisions are further outlined in this report.

General Fund Revenue Analysis:

Overall, the General Fund revenue budget of \$20.33 million is trending as expected for the third quarter of the fiscal year, with variances most significantly noted in Building Permits (trending above projections) and department reimbursement (which has not materialized).

The tables and summary information below provide additional detail on the revenue activity to date on a budget to actual comparison.

All General Funds	Budget	Actuals	Variance	Proposed Adjustments
--------------------------	---------------	----------------	-----------------	-----------------------------

Charges for Service	3,433,975	1,160,796	33.8%	(135,000)
Licenses & Permits	1,273,500	1,333,111	104.7%	100,000
Fines & Penalties	91,500	77,015	84.2%	-
Other Revenue	390,570	274,110	70.2%	57,000
Intergovernmental Revenues	417,000	374,497	89.8%	27,000
Property Related	4,317,543	2,283,979	52.9%	-
Sales Tax	6,900,000	4,865,138	70.5%	85,000
Other Taxes	445,000	374,777	84.2%	10,000
TOT	140,000	78,303	55.9%	-
Business License	130,000	136,642	105.1%	(10,000)
Real Property Transfer Tax	175,000	159,832	91.3%	-
Franchise Fee	850,000	371,208	43.7%	-
Investments & Rents	52,365	5,978	11.4%	(30,000)
Transfers	2,162,315	2,102,315	97.2%	-
TOTALS	20,333,768	13,222,923	65.0%	114,000

Charges for Services includes fees such as plan check, inspection, and application filing fees as well as developer deposit vendor activity that is recognized at the end of the year with a matching expenditure (\$705,000). Multiple changes are recommended in this category including **increases to Inspection Fees (50,000), Planning Plan Check Fees (15,000)** and **Rents and Concessions (40,000** for continued rental of the Palm Ave property). The remaining recommendations reflect **decreases to Application Processing Fee and Department Reimbursement line items (10,000 each)** and **Youth Teen Programs (20,000)**. Most significantly is a **decrease to the Police Department's Staff Reimbursement (\$200,000)** line item for contract work that has not materialized. A matching decrease in expenses is included in the Expenditure Analysis of this report. While a budget adjustment for Plan Check Fees is not being recommended at this time, staff continues to advise of a potential shortfall of \$650,000 in the current fiscal year in this category due to delays in developer projects. Should the need to utilize reserves arise at year end, the amount would be replenished in the following fiscal year when the projects move forward.

Licenses and Permits revenue categories, are either exceeding, meeting or below target

levels. Building Permit activity is trending higher than projections, with the majority of funds stemming from new home building. Staff recommends **increasing Building Permits by \$100,000** and **decreasing Plumbing Permits by \$15,000**, as well as **decreasing Mechanical permits and Energy Permits by \$5,000 each** and **increasing Permit Issuance Inspection Fees by \$25,000**.

Other Revenues encompasses all other revenues not previously mentioned, including miscellaneous revenue such as the reimbursement from CalJPIA and worker's compensation. **An increase of \$57,000** is recommended for the police department's **Worker's Compensation Reimbursement** line item to account for revenue received to date that was not anticipated at the time of budget adoption.

The **Intergovernmental Revenue** category includes various items including Prop 172 sales tax (sales tax for public safety activities), vehicle license fee collection, POST reimbursement and property tax payment in lieu fees. Staff recommends **an increase of \$12,000 for Vehicle License Fee collection** and an **increase of \$15,000 in Property Tax Payment in Lieu Fees**.

The **Property Tax** category is composed of two payment types - the "Traditional" Property Tax, which are received in large part during the months of December and April, and the Property Tax in Lieu of Motor Vehicle License Fees (MVLFF) which is received in two payments during January and May. Traditional property taxes are trending approximately at expected levels with the exception of residual receipts, while the first half of the MVLFF fees are meeting revised projections. Revenues are on track with projections and no adjustment is recommended at this time.

The annual **Sales Tax** budgeted figure of \$6,900,000 is comprised of twelve (12) monthly payments for the traditional Sales Tax line item, as well as an equal amount of payments for the Measure T 1% Sales Tax. To date, the revenues collected totaled \$4,865,138, or 70.5% of the estimated revenue for the year. This makes up for 8 months of sales tax for both revenue streams. Staff recommends a modest **increase of \$85,000** to the Sales tax category, specifically for the Measure T Fund.

Other Taxes consists of three subcategories including Transient Occupancy Tax (TOT), Business License, and Real Property Transfer Tax. The Transient Occupancy Tax (TOT) actual revenues reported through April 27, 2022 are trending lower in comparison with prior year totals, seemingly due solely to delayed payments which may stem from the continued impact of the pandemic. Actual receipts for the first quarter are at \$78,303 or 55.9% of the budget estimate of \$140,000. Staff anticipates payments for past due months will be caught up by the end of year and no adjustments will be needed.. **Business License Taxes** have now exceeded the budgeted amount, and **an increase of \$10,000** to this line item is recommended. Real Property Transfer Tax is trending in line with expectations.

The City collects **Franchise Fees** from four main service provider sources (Cable, Electric, Gas, Pipeline, Solid Waste). Each provider of these services has a different payment schedule. Electric and Gas providers make annual payments in April. The Cable provider is on a quarterly payment plan, while Pipeline franchise fees are collected twice a year. The current total of \$371,208 are on par with projections, as most scheduled payments have yet to occur. It should be noted that the most recent PEG fees have been submitted "under protest". No revisions are proposed at this time.

Investments & Rent Income Due to short staffing, updated investment reports will be provided at the next budget meeting, with interest allocations being updated. Staff is recommending a **decrease of \$30,000** to the investment earnings line item due to continued decline of interest rates in LAIF as well as a delayed start to the new diversified portfolio which staff hopes to bring in additional revenue.

Overhead/Transfers In are revenues provided by other funds to offset costs in the General Fund. These charges are done via journal entry and trued up at the end of the year. Also included in this group are revenues for developer deposits for vendor payments, which are offset at year end with a matching expenditure line item.

General Fund Expenditure Analysis:

The General Fund expenditures budget is currently at \$22.49 million and include carryovers of approximately \$2.15 million from FY 2020/21, as well as \$916,839 of existing fund balance, primarily from the Measure T fund to utilize the balance in excess of the recommended contribution to the Reserve Fund.

All departments are currently within the expected target of their overall allocated budgets as of April 27, 2022, with expenditures at 60% of the budget. The department's budget to actuals comparison information are summarized in the table below.

	Current Total Budget	Fiscal Activity	YTD % of Budget	Proposed Amendments
Administration	3,147,227	2,604,214	83%	121,000
Community Economic Development	1,837,696	1,073,395	58%	-
Parks and Recreation	2,743,488	1,460,839	53%	100,000
Finance	660,764	520,312	79%	-
Police	9,434,044	6,455,340	68%	(200,000)
Public Works	878,215	122,535	14%	-
Non-Departmental	383,774	289,473	75%	-
CIP	3,406,401	975,757	29%	685,000
TOTALS	22,491,608	13,501,865	60%	706,000

Overall, the expenditures are tracking as expected. The Administrative and Finance amounts are primarily related to expenditures that are paid out earlier in the year and/or large one-time payments made in the first quarter such as insurance premiums.

Staff is recommending the following budget adjustments by department:

Administration

- An increase of \$50,000 for expenses related to the redistricting efforts
- An increase of \$50,000 for expenses related to legal expenses
- An increase of \$20,000 for expenses related to professional services in the City Manager's Department aimed at cultural assessments and team building activities
- An increase of \$1,000 for expenses related to a new testing method for background checks

Police

- A decrease of \$200,000 for overtime for contract work that has not materialized. Should expenses occur in the remaining two months of the fiscal year, staff will return with a budget request for both revenue and expenses

Due to continued increases to the Measure T Sales Tax revenue category, the Measure T Committee is recommending the use of \$785,000 (\$300,000 from ending unassigned fund balance, \$400,000 from Mid-year increases, and \$85,000 from 3rd Quarter increases) to fund the following Parks purchases as well as the CIP amendments noted in the proceeding section.

Parks & Recreation

- An increase of \$30,000 for expenses related to part-time help for the City Corps Program
- An increase of \$40,000 for expenses related to a van purchase
- An increase of \$30,000 for expenses related to a Citywide Tree Inventory

CAPITAL IMPROVEMENT PROGRAM AND OTHER FUNDS:

CIP

As noted above, the Measure T Committee is recommending the use of excess funds as follows:

- An increase of \$75,000 for a new warehouse and storage facility for Parks and Recreation
- An increase of \$250,000 for the Police Building Remodel Improvements CIP
- An increase of \$360,000 for Citywide Maintenance CIP, specifically for Santa Barbara & Virginia Terrace street improvements

Inclusionary Housing Fund

A revenue and expense budget for the funds received to date for the Down Payment Assistance program is required.

STRATEGIC PLAN:

FISCAL IMPACTS:

The net fiscal impact of these changes is a negative \$592,000 primarily due to the Measure T fund utilizing previously approved excess revenues and unassigned fund balance as of the prior year end totaling \$700,000. The fiscal impact of the proposed changes to the General Fund equal to an increase of \$128,000.

While this surplus of revenues to expenses is welcome news, along with surplus presented in the mid-year report, staff remains cautious on additional use of General Fund (100) monies while we await for additional Plan Check Fees to materialize.

Budget adjustment line item requests are shown in Resolution No. 7400.

	Current Budget	Proposed Amendments	Proposed Budget
General Fund total	(237,933)	128,000	(109,933)
Cable Fund total	(9,500)	-	(9,500)
Measure T Fund total	(1,975,278)	(700,000)	(2,675,278)
Vehicle Replacement Fund total	60,000	-	60,000
Recreation Program Fund total	4,870	(20,000)	(15,130)
Net Change to Fund Balance	(2,157,840)	(592,000)	(2,749,840)

*Carryover allocations funded from prior year available balance: \$2,146,229

**Use of unassigned fund balance at time of budget adoption: \$916,839

OPTIONS:

The Council may reject staff's recommendations and provide additional guidance on reserve transfers and budget allocations.

ATTACHMENTS:

[Q3 Purchase Order Activity Report.pdf](#)

[Resolution 7400 Amending The City's Operating and CIP Budget for FY2021-22.docx](#)



Purchase Order Activity Report

Purchase Order Summary

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 014663		Vendor Name: PHOENIX CIVIL ENGINEERING, INC.		
Purchase Order: 19-01292-R2				
7/1/2021	Issued		33,485.49	33485.49
Vendor Number: 011089		Vendor Name: CAROLLO ENGINEERS		
Purchase Order: 19-01339-R2				
7/1/2021	Issued		263,214.00	263214.00
7/1/2021	Changed		(30,915.00)	232299.00
Vendor Number: 013911		Vendor Name: MKN ASSOCIATES INC		
Purchase Order: 19-01456-R2				
7/1/2021	Issued		578,659.46	578659.46
7/1/2021	Changed		777,706.63	1356366.09
7/1/2021	Changed		11,824.00	1368190.09
7/1/2021	Changed		0.00	1368190.09
10/21/2021	Invoiced	9485	(18,914.79)	1349275.30
10/21/2021	Invoiced	9360	(784.06)	1348491.24
10/21/2021	Invoiced	9644	(34,679.58)	1313811.66
10/21/2021	Invoiced	9530	(24,862.83)	1288948.83
11/18/2021	Invoiced	9766	(46,635.56)	1242313.27
12/16/2021	Invoiced	9921	(25,927.34)	1216385.93
1/27/2022	Invoiced	10045	(47,322.00)	1169063.93
2/24/2022	Invoiced	10190	(44,288.24)	1124775.69
4/7/2022	Invoiced	10336	(34,533.60)	1090242.09
4/21/2022	Invoiced	100438	(12,799.00)	1077443.09
Vendor Number: 014369		Vendor Name: GSI WATER SOLUTIONS, INC.		
Purchase Order: 19-01464-R2				
7/1/2021	Issued		7,440.57	7440.57
Vendor Number: 014369		Vendor Name: GSI WATER SOLUTIONS, INC.		
Purchase Order: 19-01506-R2				
7/1/2021	Issued		7,378.71	7378.71
Vendor Number: 014369		Vendor Name: GSI WATER SOLUTIONS, INC.		
Purchase Order: 19-01508-R2				
7/1/2021	Issued		146.29	146.29
Vendor Number: 014663		Vendor Name: PHOENIX CIVIL ENGINEERING, INC.		
Purchase Order: 19-01512-R2				
7/1/2021	Issued		1,006.92	1006.92
Vendor Number: 015438		Vendor Name: ENCOMPASS CONSULTANT GROUP		
Purchase Order: 19-01578-R1				
7/1/2021	Issued		17,330.50	17330.50

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 010347		Vendor Name: RINCON CONSULTANTS, INC		
Purchase Order: 19-01590-R2				
7/1/2021	Issued		2.93	2.93
10/28/2021	Changed		5,604.00	5606.93
2/10/2022	Invoiced	36807	(5,600.70)	6.23
Vendor Number: 015450		Vendor Name: NORTHERN DIGITAL, INC.		
Purchase Order: 19-01594-R2				
7/1/2021	Issued		182.50	182.50
Vendor Number: 015450		Vendor Name: NORTHERN DIGITAL, INC.		
Purchase Order: 19-01611-R2				
7/1/2021	Issued		762.50	762.50
Vendor Number: 013911		Vendor Name: MKN ASSOCIATES INC		
Purchase Order: 19-01630-R2				
7/1/2021	Issued		100.00	100.00
Vendor Number: 015335		Vendor Name: PAVEMENT COATING CO.		
Purchase Order: 19-01656-R2				
7/1/2021	Issued		46,652.79	46652.79
Vendor Number: 015335		Vendor Name: PAVEMENT COATING CO.		
Purchase Order: 19-01688-R2				
7/1/2021	Issued		13,060.08	13060.08
Vendor Number: 015450		Vendor Name: NORTHERN DIGITAL, INC.		
Purchase Order: 19-01692-R2				
7/1/2021	Issued		37,566.63	37566.63
Vendor Number: 011861		Vendor Name: SUPER SEAL & STRIPE		
Purchase Order: 19-01695-R2				
7/1/2021	Issued		5,666.16	5666.16
Vendor Number: 011089		Vendor Name: CAROLLO ENGINEERS		
Purchase Order: 19-01705-R2				
7/1/2021	Issued		7,942.99	7942.99
7/1/2021	Changed		4,126.57	12069.56
10/21/2021	Invoiced	FB14748	(1,244.00)	10825.56
12/16/2021	Invoiced	FB16840	(10,820.10)	5.46
Vendor Number: 014475		Vendor Name: HUBER TECHNOLOGY		
Purchase Order: 19-01707-R1				
7/1/2021	Issued		176,018.20	176018.20
2/10/2022	Invoiced	II10005375	(114,397.99)	61620.21
3/24/2022	Invoiced	CD10022638	(33,695.03)	27925.18
Vendor Number: 014663		Vendor Name: PHOENIX CIVIL ENGINEERING, INC.		
Purchase Order: 19-01712-R1				
7/1/2021	Issued		3,772.50	3772.50

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 012895		Vendor Name: MNS ENGINEERS, INC.		
Purchase Order: 19-01762-R1				
7/1/2021	Issued		36,682.30	36682.30
9/23/2021	Changed		6,055.00	42737.30
10/21/2021	Invoiced	78507	(1,179.69)	41557.61
11/4/2021	Invoiced	78784	(8,189.13)	33368.48
12/2/2021	Invoiced	78946	(15,485.00)	17883.48
1/13/2022	Invoiced	79192	(9,767.85)	8115.63
2/10/2022	Invoiced	79612	(4,825.00)	3290.63
3/10/2022	Invoiced	79809	(3,290.63)	0.00
Vendor Number: 014781		Vendor Name: IRJ ENGINEERS, INC.		
Purchase Order: 19-01763-R1				
7/1/2021	Issued		3,967.50	3967.50
Vendor Number: 010595		Vendor Name: J & H ENGINEERING GENERAL CONTRACTOR, INC		
Purchase Order: 19-01775-R1				
7/1/2021	Issued		39,175.00	39175.00
2/10/2022	Invoiced	#3604	(9,700.00)	29475.00
Vendor Number: 011861		Vendor Name: SUPER SEAL & STRIPE		
Purchase Order: 19-01779-R1				
7/1/2021	Issued		49,325.35	49325.35
1/27/2022	Invoiced	BOND	(1,500.00)	47825.35
Vendor Number: 010595		Vendor Name: J & H ENGINEERING GENERAL CONTRACTOR, INC		
Purchase Order: 19-01780-R1				
7/1/2021	Issued		148.80	148.80
Vendor Number: 015630		Vendor Name: YEH AND ASSOCIATES, INC.		
Purchase Order: 19-01797-R1				
7/1/2021	Issued		40.00	40.00
Vendor Number: 015631		Vendor Name: SOUTH COAST IRON		
Purchase Order: 19-01799-R1				
7/1/2021	Issued		141.24	141.24
Vendor Number: 012696		Vendor Name: TORO ENTERPRISES, INC.		
Purchase Order: 19-01807-R1				
7/1/2021	Issued		80,379.07	80379.07
Vendor Number: 015438		Vendor Name: ENCOMPASS CONSULTANT GROUP		
Purchase Order: 19-01827-R1				
7/1/2021	Issued		2,835.00	2835.00
Vendor Number: 010595		Vendor Name: J & H ENGINEERING GENERAL CONTRACTOR, INC		
Purchase Order: 19-01830-R1				
7/1/2021	Issued		2,425.00	2425.00
Vendor Number: 015640		Vendor Name: HUITT-ZOLLARS, INC.		
Purchase Order: 19-01832-R1				
7/1/2021	Issued		8,637.62	8637.62

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 014663		Vendor Name: PHOENIX CIVIL ENGINEERING, INC.		
Purchase Order: 19-01834-R1				
7/1/2021	Issued		27,528.75	27528.75
11/4/2021	Invoiced	21025	(2,625.00)	24903.75
11/18/2021	Invoiced	21044	(1,837.50)	23066.25
12/2/2021	Invoiced	21008	(3,237.50)	19828.75
1/27/2022	Invoiced	21071	(3,325.00)	16503.75
4/7/2022	Invoiced	22009	(4,637.50)	11866.25
Vendor Number: 014663		Vendor Name: PHOENIX CIVIL ENGINEERING, INC.		
Purchase Order: 19-01835-R1				
7/1/2021	Issued		20,112.50	20112.50
Vendor Number: 010595		Vendor Name: J & H ENGINEERING GENERAL CONTRACTOR, INC		
Purchase Order: 19-01836-R1				
7/1/2021	Issued		119,743.90	119743.90
11/4/2021	Invoiced	3750	(25,555.00)	94188.90
12/16/2021	Invoiced	#3790	(22,360.06)	71828.84
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 19-01840-R1				
7/1/2021	Issued		427.55	427.55
Vendor Number: 015657		Vendor Name: C BELOW, INC.		
Purchase Order: 19-01842-R1				
7/1/2021	Issued		2,205.00	2205.00
Vendor Number: 015636		Vendor Name: S.L LEONARD & ASSOCIATES, INC.		
Purchase Order: 19-01850-R1				
7/1/2021	Issued		4,608.75	4608.75
10/21/2021	Invoiced	18-8561	(90.00)	4518.75
Vendor Number: 015636		Vendor Name: S.L LEONARD & ASSOCIATES, INC.		
Purchase Order: 19-01851-R1				
7/1/2021	Issued		5,863.75	5863.75
10/21/2021	Invoiced	18-8561B	(90.00)	5773.75
4/21/2022	Invoiced	19-8832A	(370.50)	5403.25
Vendor Number: 015636		Vendor Name: S.L LEONARD & ASSOCIATES, INC.		
Purchase Order: 19-01852-R1				
7/1/2021	Issued		6,943.75	6943.75
10/21/2021	Invoiced	18-8561C	(90.00)	6853.75
4/21/2022	Invoiced	19-8832B	(370.50)	6483.25
Vendor Number: 015438		Vendor Name: ENCOMPASS CONSULTANT GROUP		
Purchase Order: 19-01862-R1				
7/1/2021	Issued		1,213.75	1213.75
11/18/2021	Invoiced	03138	(1,017.50)	196.25
Vendor Number: 015670		Vendor Name: LEIGHTON CONSULTING, INC.		
Purchase Order: 19-01866-R1				
7/1/2021	Issued		123.43	123.43

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 19-01874-R1				
7/1/2021	Issued		899.50	899.50
Vendor Number: 015676		Vendor Name: METRO BUILDERS & ENGINEERS GROUP, LTD.		
Purchase Order: 19-01881-R1				
7/1/2021	Issued		1,028,467.43	1028467.43
10/21/2021	Invoiced	#547-5	(92,789.10)	935678.33
10/28/2021	Invoiced	547-4	(41,330.79)	894347.54
11/4/2021	Invoiced	#547-6	(440,794.30)	453553.24
12/2/2021	Invoiced	#547-7	(113,928.75)	339624.49
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 19-01887-R1				
7/1/2021	Issued		12,764.04	12764.04
10/21/2021	Invoiced	1797	(846.50)	11917.54
Vendor Number: 010602		Vendor Name: JENSEN DESIGN & SURVEY INC		
Purchase Order: 19-01896-R1				
7/1/2021	Issued		42,845.25	42845.25
11/4/2021	Invoiced	60441	(1,620.00)	41225.25
Vendor Number: 014663		Vendor Name: PHOENIX CIVIL ENGINEERING, INC.		
Purchase Order: 19-01909-R1				
7/1/2021	Issued		31,665.00	31665.00
7/1/2021	Changed		0.00	31665.00
10/19/2021	Changed		8,040.00	39705.00
10/21/2021	Invoiced	21009	(13,787.50)	25917.50
11/4/2021	Invoiced	21028	(12,750.00)	13167.50
11/18/2021	Invoiced	21045	(4,525.00)	8642.50
12/20/2021	Changed		12,740.00	21382.50
1/27/2022	Invoiced	21072	(8,642.50)	12740.00
4/21/2022	Invoiced	22010	(10,950.00)	1790.00
Vendor Number: 015714		Vendor Name: MP ENVIRONMENTAL SERVICES, INC.		
Purchase Order: 19-01917-R1				
7/1/2021	Issued		548.00	548.00
Vendor Number: 015632		Vendor Name: EARTH SYSTEMS PACIFIC		
Purchase Order: 19-01918-R1				
7/1/2021	Issued		24,000.00	24000.00
7/1/2021	Changed		1,000.00	25000.00
1/27/2022	Invoiced	830304	(12,000.00)	13000.00
Vendor Number: 014325		Vendor Name: KOCH SEPARATION SOLUTIONS, INC.		
Purchase Order: 19-01940-R1				
7/1/2021	Issued		818,460.00	818460.00
11/4/2021	Invoiced	KM224058	(36,915.96)	781544.04
11/4/2021	Invoiced	KM223460	(701,403.16)	80140.88

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 011598		Vendor Name: JHD PLANNING LLC		
Purchase Order: 19-01982-R1				
7/1/2021	Issued		63,154.00	63154.00
1/13/2022	Invoiced	#2	(39,540.00)	23614.00
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 19-01987-R1				
7/1/2021	Issued		25,020.00	25020.00
11/4/2021	Invoiced	1796	(2,175.00)	22845.00
Vendor Number: 012961		Vendor Name: VISTA FORD		
Purchase Order: 19-01994-R1				
7/1/2021	Issued		78,689.95	78689.95
Vendor Number: 010920		Vendor Name: VENTURA CO. AIR POLLUTION CONTROL DISTRICT		
Purchase Order: 19-02022				
7/1/2021	Issued		120,000.00	120000.00
7/1/2021	Invoiced	THIRD PAYMENT DUE 7/1	(30,000.00)	90000.00
10/7/2021	Invoiced	FOURTH PAYMENT	(30,000.00)	60000.00
12/29/2021	Invoiced	INV0011792	(30,000.00)	30000.00
4/7/2022	Invoiced	SIXTH PAYMENT	(30,000.00)	0.00
Vendor Number: 013292		Vendor Name: SANTA PAULA ANIMAL RESCUE CENTER (SPARC)		
Purchase Order: 19-02024				
7/1/2021	Issued		150,000.00	150000.00
7/1/2021	Invoiced	JULY 2021	(12,500.00)	137500.00
7/29/2021	Invoiced	AUGUST 2021	(12,500.00)	125000.00
8/26/2021	Invoiced	SEPT 2021	(12,500.00)	112500.00
9/23/2021	Invoiced	OCTOBER 2021	(12,500.00)	100000.00
10/21/2021	Invoiced	NOVEMBER 2021	(12,500.00)	87500.00
11/18/2021	Invoiced	DEC 2021	(12,500.00)	75000.00
12/29/2021	Invoiced	INV0011791	(12,500.00)	62500.00
1/27/2022	Invoiced	FEB 2022	(12,500.00)	50000.00
2/24/2022	Invoiced	MARCH 2022	(12,500.00)	37500.00
3/24/2022	Invoiced	APRIL 2022	(12,500.00)	25000.00
4/21/2022	Invoiced	MAY 2022	(12,500.00)	12500.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 013711		Vendor Name: INDEPENDENT ORDER OF ODD FELLOWS		
Purchase Order: 19-02025				
7/1/2021	Issued		31,470.48	31470.48
7/1/2021	Invoiced	JULY 2021 RENT	(2,622.54)	28847.94
7/29/2021	Invoiced	AUGUST 2021	(2,622.54)	26225.40
8/26/2021	Invoiced	SEPTEMBER 2021	(2,622.54)	23602.86
9/23/2021	Invoiced	OCTOBER 2021	(2,622.54)	20980.32
10/21/2021	Invoiced	NOVEMBER 2021	(2,622.54)	18357.78
11/18/2021	Invoiced	DEC 2021	(2,622.54)	15735.24
12/29/2021	Invoiced	INV0011790	(2,622.54)	13112.70
1/27/2022	Invoiced	FEB 2022	(2,622.54)	10490.16
2/24/2022	Invoiced	MARCH 2022	(2,622.54)	7867.62
3/24/2022	Invoiced	APRIL 2022	(2,622.54)	5245.08
4/21/2022	Invoiced	MAY 2022	(2,622.54)	2622.54
Vendor Number: 011263		Vendor Name: SANTA PAULA SELF STORAGE		
Purchase Order: 19-02026				
7/1/2021	Issued		3,660.00	3660.00
7/1/2021	Invoiced	JULY 2021 #223 & 265	(305.00)	3355.00
7/29/2021	Invoiced	#265 AUG 2021	(235.00)	3120.00
7/29/2021	Invoiced	#223 AUG 2021	(70.00)	3050.00
11/4/2021	Invoiced	PAY THRU 7/1/2022	(3,050.00)	0.00
Vendor Number: 011263		Vendor Name: SANTA PAULA SELF STORAGE		
Purchase Order: 19-02027				
7/1/2021	Issued		7,476.00	7476.00
7/1/2021	Invoiced	JULY 2021 STORAGE REN'	(623.00)	6853.00
7/29/2021	Invoiced	AUGUST 2021	(623.00)	6230.00
9/23/2021	Invoiced	9/1/21 - 7/1/22 FOUR PC	(6,230.00)	0.00
Vendor Number: 015040		Vendor Name: HONOR STORAGE		
Purchase Order: 19-02028				
7/1/2021	Issued		720.00	720.00
7/1/2021	Invoiced	#17883 - JULY 2021	(60.00)	660.00
8/12/2021	Invoiced	#19068	(60.00)	600.00
9/26/2021	Invoiced	#20483	(60.00)	540.00
11/4/2021	Invoiced	#22562	(120.00)	420.00
12/2/2021	Invoiced	#23377	(60.00)	360.00
1/13/2022	Invoiced	#24377	(60.00)	300.00
2/10/2022	Invoiced	25310	(65.00)	235.00
3/10/2022	Invoiced	#26166	(65.00)	170.00
3/24/2022	Invoiced	#27321	(65.00)	105.00
Vendor Number: 014647		Vendor Name: OAKRIDGE GEOSCIENCE, INC.		
Purchase Order: 19-02034-R1				
7/1/2021	Issued		10,075.00	10075.00
10/21/2021	Invoiced	009.004-02	(4,755.00)	5320.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 014854		Vendor Name: AERZEN USA CORPORATION		
Purchase Order: 19-02612				
12/15/2021	Issued		3,964.15	3964.15
12/15/2021	Voided - Change		(3,964.15)	0.00
Vendor Number: 014854		Vendor Name: AERZEN USA CORPORATION		
Purchase Order: 21-02613				
12/16/2021	Issued		3,964.15	3964.15
1/27/2022	Invoiced	SEPI-21-006199	(1,882.54)	2081.61
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-02614				
12/20/2021	Issued		23,382.00	23382.00
2/10/2022	Invoiced	1485010	(8,378.55)	15003.45
4/21/2022	Invoiced	1495896	(15,003.45)	0.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-02615				
12/21/2021	Issued		23,382.00	23382.00
2/10/2022	Invoiced	1485011	(8,378.55)	15003.45
4/7/2022	Invoiced	1492534	(15,003.45)	0.00
Vendor Number: 015628		Vendor Name: COUNTY OF VENTURA		
Purchase Order: 21-02617				
1/6/2022	Issued		8,309.40	8309.40
Vendor Number: 012257		Vendor Name: PROMANTEK, INC.		
Purchase Order: 21-02618				
1/6/2022	Issued		6,509.00	6509.00
1/13/2022	Invoiced	INV-000928	(6,509.00)	0.00
Vendor Number: 012707		Vendor Name: KOSMONT COMPANIES		
Purchase Order: 21-02619				
1/6/2022	Issued		45,000.00	45000.00
1/13/2022	Invoiced	2106.3-001	(11,321.70)	33678.30
1/13/2022	Invoiced	2106.3-002	(4,920.50)	28757.80
2/10/2022	Invoiced	2106.3-003	(1,081.60)	27676.20
Vendor Number: 015901		Vendor Name: WOODSTOT MODULES, LLC		
Purchase Order: 21-02620				
1/7/2022	Issued		14,108.84	14108.84
2/10/2022	Invoiced	02192025	(14,108.84)	0.00
Vendor Number: 015821		Vendor Name: BARRISTER PROFESSIONAL SERVICES, LLC.		
Purchase Order: 21-02621				
1/7/2022	Issued		11,502.00	11502.00
1/13/2022	Invoiced	21-08-0021-002	(9,243.00)	2259.00
1/13/2022	Invoiced	21-08-0021-001	(2,259.00)	0.00
Vendor Number: 015508		Vendor Name: 101 ROOFING & CONSTRUCTION, INC.		
Purchase Order: 21-10001				
7/6/2021	Issued		8,000.00	8000.00
7/29/2021	Invoiced	321	(8,000.00)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 012109		Vendor Name: MANAGED HEALTH NETWORK		
Purchase Order: 21-10002				
7/7/2021	Issued		1,503.36	1503.36
7/29/2021	Invoiced	PRM-063633	(125.28)	1378.08
8/26/2021	Invoiced	PRM-064384	(125.28)	1252.80
9/23/2021	Invoiced	PRM-061954	(125.28)	1127.52
9/23/2021	Invoiced	PRM-065306	(125.28)	1002.24
10/7/2021	Invoiced	PRM-066057	(125.28)	876.96
11/18/2021	Invoiced	PRM-066798	(125.28)	751.68
1/13/2022	Invoiced	PRM-067629	(125.28)	626.40
3/10/2022	Invoiced	PRM-069810	(125.28)	501.12
4/7/2022	Invoiced	PRM-070620	(125.28)	375.84
Vendor Number: 013539		Vendor Name: WAGE WORKS, INC.		
Purchase Order: 21-10003				
7/7/2021	Issued		1,216.80	1216.80
8/26/2021	Invoiced	INV2925566	(101.40)	1115.40
9/23/2021	Invoiced	INV2999229	(101.40)	1014.00
10/7/2021	Invoiced	INV3062361	(101.40)	912.60
11/18/2021	Invoiced	INV3133421	(101.40)	811.20
12/2/2021	Invoiced	INV3198911	(109.20)	702.00
1/27/2022	Invoiced	INV3264158	(109.20)	592.80
2/10/2022	Invoiced	INV3357419	(109.20)	483.60
3/10/2022	Invoiced	INV3468829	(105.30)	378.30
Vendor Number: 015442		Vendor Name: MARIPOSA LANDSCAPES, INC.		
Purchase Order: 21-10004				
7/8/2021	Issued		60,068.00	60068.00
8/26/2021	Invoiced	94130	(4,589.00)	55479.00
9/23/2021	Invoiced	94472	(4,589.00)	50890.00
10/21/2021	Invoiced	94849	(4,589.00)	46301.00
11/18/2021	Invoiced	95339	(4,589.00)	41712.00
11/18/2021	Invoiced	95132	(585.00)	41127.00
12/16/2021	Invoiced	95672	(4,589.00)	36538.00
2/10/2022	Invoiced	96114	(4,589.00)	31949.00
2/24/2022	Invoiced	96440	(4,589.00)	27360.00
3/24/2022	Invoiced	96835	(4,589.00)	22771.00
Vendor Number: 010903		Vendor Name: USA BLUE BOOK		
Purchase Order: 21-10005				
7/12/2021	Issued		3,428.20	3428.20
8/12/2021	Invoiced	661016	(1,603.29)	1824.91
8/12/2021	Invoiced	659291	(1,832.76)	-7.85
Vendor Number: 015805		Vendor Name: JUSTFOIA, INC.		
Purchase Order: 21-10006				
7/13/2021	Issued		5,750.00	5750.00
7/13/2021	Changed		0.00	5750.00
7/29/2021	Invoiced	RN3591	(5,750.00)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 011524		Vendor Name: SOLID WASTE SOLUTIONS		
Purchase Order: 21-10007				
7/1/2021	Issued		14,500.00	14500.00
8/26/2021	Invoiced	5014	(362.00)	14138.00
9/23/2021	Invoiced	5015	(633.50)	13504.50
10/21/2021	Invoiced	5016	(905.00)	12599.50
11/18/2021	Invoiced	5017	(90.50)	12509.00
3/24/2022	Invoiced	5018	(1,267.00)	11242.00
4/21/2022	Invoiced	5019	(3,077.00)	8165.00
Vendor Number: 011524		Vendor Name: SOLID WASTE SOLUTIONS		
Purchase Order: 21-10008				
7/14/2021	Issued		31,500.00	31500.00
8/26/2021	Invoiced	167	(2,988.00)	28512.00
9/23/2021	Invoiced	168	(2,037.25)	26474.75
10/21/2021	Invoiced	169	(875.50)	25599.25
11/18/2021	Invoiced	170	(226.25)	25373.00
12/16/2021	Invoiced	171	(2,263.00)	23110.00
1/27/2022	Invoiced	172	(1,040.75)	22069.25
2/24/2022	Invoiced	173	(4,211.25)	17858.00
3/24/2022	Invoiced	174	(1,201.50)	16656.50
4/21/2022	Invoiced	175	(3,077.00)	13579.50
Vendor Number: 014369		Vendor Name: GSI WATER SOLUTIONS, INC.		
Purchase Order: 21-10010				
7/15/2021	Issued		165,042.00	165042.00
8/26/2021	Invoiced	0694.003 - 23	(11,403.64)	153638.36
10/7/2021	Invoiced	0694.003 - 24	(8,113.85)	145524.51
11/4/2021	Invoiced	0694.003 - 25	(34,412.47)	111112.04
12/2/2021	Invoiced	00694.003 - 26	(12,499.64)	98612.40
1/27/2022	Invoiced	00694.003 - 28	(6,775.20)	91837.20
1/27/2022	Invoiced	00694.003 - 27	(6,611.29)	85225.91
3/10/2022	Invoiced	00694.003 - 29	(15,121.83)	70104.08
4/7/2022	Invoiced	00694.003 - 30	(6,816.70)	63287.38
4/21/2022	Invoiced	00694.003 - 31	(7,276.20)	56011.18
Vendor Number: 013360		Vendor Name: ENGEO INCORPORATED		
Purchase Order: 21-10011				
7/23/2021	Issued		19,800.00	19800.00
9/9/2021	Invoiced	264570	(1,050.00)	18750.00
9/23/2021	Invoiced	265318	(780.25)	17969.75
10/21/2021	Invoiced	266158	(297.75)	17672.00
11/18/2021	Invoiced	266974	(938.80)	16733.20
1/27/2022	Invoiced	267582	(1,017.55)	15715.65
1/27/2022	Invoiced	268384	(752.00)	14963.65
2/10/2022	Invoiced	269308	(282.00)	14681.65
3/10/2022	Invoiced	270098	(3,384.25)	11297.40
4/30/2022	Invoiced	271721	(456.50)	10840.90

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 013544		Vendor Name: LARRY WALKER ASSOCIATES, INC.		
Purchase Order: 21-10012				
7/26/2021	Issued		94,619.00	94619.00
4/7/2022	Invoiced	00506.11-15	(4,501.00)	90118.00
Vendor Number: 015799		Vendor Name: CALIFORNIA CONSULTING, INC.		
Purchase Order: 21-10013				
7/26/2021	Issued		42,000.00	42000.00
8/26/2021	Invoiced	4770	(5,758.07)	36241.93
9/23/2021	Invoiced	4789	(3,500.00)	32741.93
10/21/2021	Invoiced	4834	(3,500.00)	29241.93
11/18/2021	Invoiced	4864	(3,500.00)	25741.93
2/10/2022	Invoiced	4950	(3,500.00)	22241.93
2/24/2022	Invoiced	4952	(3,500.00)	18741.93
Vendor Number: 015807		Vendor Name: ALLIANCE SOURCE TESTING LLC		
Purchase Order: 21-10014				
7/27/2021	Issued		5,900.00	5900.00
7/27/2021	Changed		90.00	5990.00
7/27/2021	Changed		565.00	6555.00
8/26/2021	Invoiced	199866	(565.00)	5990.00
9/9/2021	Invoiced	200146	(5,990.00)	0.00
Vendor Number: 015639		Vendor Name: SUEZ TREATMENT SOLUTIONS, INC.		
Purchase Order: 21-10015				
7/27/2021	Issued		2,236.23	2236.23
4/7/2022	Invoiced	900155727	(2,126.86)	109.37
Vendor Number: 014639		Vendor Name: GOLD COAST ENVIRONMENTAL		
Purchase Order: 21-10016				
7/27/2021	Issued		2,890.00	2890.00
Vendor Number: 010856		Vendor Name: TRACNET CORP		
Purchase Order: 21-10017				
7/27/2021	Issued		23,775.86	23775.86
7/29/2021	Invoiced	1039	(23,775.86)	0.00
Vendor Number: 011336		Vendor Name: CDCE INC.		
Purchase Order: 21-10018				
7/27/2021	Issued		175.00	175.00
7/27/2021	Changed		1,925.00	2100.00
8/26/2021	Invoiced	135963-22	(175.00)	1925.00
9/9/2021	Invoiced	135963-23	(175.00)	1750.00
10/7/2021	Invoiced	135963-24	(175.00)	1575.00
11/4/2021	Invoiced	135963-25	(175.00)	1400.00
12/2/2021	Invoiced	135963-26	(175.00)	1225.00
2/24/2022	Invoiced	135963-28	(175.00)	1050.00
2/24/2022	Invoiced	135963-27	(175.00)	875.00
2/24/2022	Invoiced	135963-29	(175.00)	700.00
4/7/2022	Invoiced	135963-30	(175.00)	525.00
4/21/2022	Invoiced	135963-31	(175.00)	350.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 011336		Vendor Name: CDCE INC.		
Purchase Order: 21-10019				
7/27/2021	Issued		2,100.00	2100.00
8/26/2021	Invoiced	135962-22	(175.00)	1925.00
9/9/2021	Invoiced	135962-23	(175.00)	1750.00
10/7/2021	Invoiced	135962-24	(175.00)	1575.00
11/4/2021	Invoiced	135962-25	(175.00)	1400.00
12/2/2021	Invoiced	135962-26	(175.00)	1225.00
2/24/2022	Invoiced	135962-29	(175.00)	1050.00
2/24/2022	Invoiced	135962-28	(175.00)	875.00
2/24/2022	Invoiced	135962-27	(175.00)	700.00
4/7/2022	Invoiced	135962-30	(175.00)	525.00
4/21/2022	Invoiced	135962-31	(175.00)	350.00
Vendor Number: 011336		Vendor Name: CDCE INC.		
Purchase Order: 21-10020				
7/27/2021	Issued		2,300.00	2300.00
8/26/2021	Invoiced	134702-32	(460.00)	1840.00
9/9/2021	Invoiced	134702-33	(460.00)	1380.00
10/7/2021	Invoiced	134702-34	(460.00)	920.00
11/4/2021	Invoiced	134702-35	(460.00)	460.00
12/2/2021	Invoiced	134702-36	(460.00)	0.00
Vendor Number: 011336		Vendor Name: CDCE INC.		
Purchase Order: 21-10021				
7/27/2021	Issued		2,400.00	2400.00
8/26/2021	Invoiced	136887-15	(200.00)	2200.00
9/9/2021	Invoiced	136887-16	(200.00)	2000.00
10/7/2021	Invoiced	136887-17	(200.00)	1800.00
11/4/2021	Invoiced	136887-18	(200.00)	1600.00
12/2/2021	Invoiced	136887-19	(200.00)	1400.00
2/24/2022	Invoiced	136887-21	(200.00)	1200.00
2/24/2022	Invoiced	136887-20	(200.00)	1000.00
2/24/2022	Invoiced	136887-22	(200.00)	800.00
4/7/2022	Invoiced	136887-23	(200.00)	600.00
4/21/2022	Invoiced	136887-24	(200.00)	400.00
Vendor Number: 014427		Vendor Name: HARRINGTON INDUSTRIAL PLASTICS		
Purchase Order: 21-10022				
7/27/2021	Issued		19,021.07	19021.07
9/23/2021	Invoiced	01389749	(19,156.38)	-135.31

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 011811		Vendor Name: DE LAGE LANDEN		
Purchase Order: 21-10023				
7/28/2021	Issued		3,000.00	3000.00
7/29/2021	Invoiced	73124470	(217.77)	2782.23
8/26/2021	Invoiced	73451589	(221.96)	2560.27
10/7/2021	Invoiced	73754844	(278.94)	2281.33
10/21/2021	Invoiced	74075556	(506.82)	1774.51
11/18/2021	Invoiced	74358490	(507.36)	1267.15
2/24/2022	Invoiced	75410337	(163.07)	1104.08
3/24/2022	Invoiced	75705657	(268.05)	836.03
Vendor Number: 013561		Vendor Name: GOVERNMENTJOBS.COM, INC.		
Purchase Order: 21-10024				
7/28/2021	Issued		6,151.38	6151.38
7/29/2021	Invoiced	INV-20142	(6,151.38)	0.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10025				
7/29/2021	Issued		23,382.00	23382.00
10/21/2021	Invoiced	1450542	(15,003.45)	8378.55
12/16/2021	Invoiced	1473234	(8,378.55)	0.00
Vendor Number: 015602		Vendor Name: MATA, IVAN		
Purchase Order: 21-10026				
8/5/2021	Issued		84,600.00	84600.00
10/7/2021	Invoiced	1137	(4,555.00)	80045.00
10/21/2021	Invoiced	1154	(7,040.00)	73005.00
12/2/2021	Invoiced	1188	(6,920.00)	66085.00
12/2/2021	Invoiced	1163	(6,920.00)	59165.00
1/27/2022	Invoiced	1202	(6,920.00)	52245.00
1/27/2022	Invoiced	1217	(6,920.00)	45325.00
3/10/2022	Invoiced	1229	(6,920.00)	38405.00
4/7/2022	Invoiced	1268	(6,920.00)	31485.00
Vendor Number: 015813		Vendor Name: TIME ACCESS SYSTEMS, INC.		
Purchase Order: 21-10027				
8/9/2021	Issued		6,083.00	6083.00
9/9/2021	Invoiced	18121	(6,083.00)	0.00
Vendor Number: 015050		Vendor Name: CASTANEDA, FRANCISCO		
Purchase Order: 21-10028				
8/10/2021	Issued		9,000.00	9000.00
9/23/2021	Invoiced	1663	(9,000.00)	0.00
Vendor Number: 014854		Vendor Name: AERZEN USA CORPORATION		
Purchase Order: 21-10029				
8/10/2021	Issued		5,600.00	5600.00
8/10/2021	Changed		462.00	6062.00
1/27/2022	Invoiced	SEPI-21-006008	(6,062.00)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 011582		Vendor Name: ECS IMAGING INC		
Purchase Order: 21-10030				
8/10/2021	Issued		7,290.00	7290.00
8/12/2021	Invoiced	16099	(7,290.00)	0.00
Vendor Number: 015044		Vendor Name: ARACO ENTERPRISES LLC DBA ATHENS ENVIRONMENT/		
Purchase Order: 21-10031				
8/11/2021	Issued		137,268.00	137268.00
8/26/2021	Invoiced	10755963	(11,439.00)	125829.00
9/23/2021	Invoiced	10909510	(11,439.00)	114390.00
10/21/2021	Invoiced	11055580	(11,169.00)	103221.00
11/18/2021	Invoiced	11203121	(11,439.00)	91782.00
12/16/2021	Invoiced	11361156	(11,439.00)	80343.00
1/27/2022	Invoiced	11502800	(11,439.00)	68904.00
Vendor Number: 011373		Vendor Name: B&H PHOTO-VIDEO		
Purchase Order: 21-10032				
8/1/2021	Issued		4,526.91	4526.91
8/26/2021	Invoiced	192157316	(1,284.82)	3242.09
8/26/2021	Invoiced	192182551	(3,242.09)	0.00
Vendor Number: 011336		Vendor Name: CDCE INC.		
Purchase Order: 21-10033				
8/11/2021	Issued		3,480.00	3480.00
8/26/2021	Invoiced	138445-03	(290.00)	3190.00
9/9/2021	Invoiced	138445-04	(290.00)	2900.00
10/7/2021	Invoiced	138445-05	(290.00)	2610.00
11/4/2021	Invoiced	138445-06	(290.00)	2320.00
12/2/2021	Invoiced	138445-07	(290.00)	2030.00
2/24/2022	Invoiced	138445-08	(290.00)	1740.00
2/24/2022	Invoiced	138445-10	(290.00)	1450.00
2/24/2022	Invoiced	138445-09	(290.00)	1160.00
4/7/2022	Invoiced	138445-11	(290.00)	870.00
4/21/2022	Invoiced	138445-12	(290.00)	580.00
Vendor Number: 010066		Vendor Name: DISPENSING TECHNOLOGY CORPORATION		
Purchase Order: 21-10034				
8/16/2021	Issued		7,451.39	7451.39
10/21/2021	Invoiced	14091	(7,451.39)	0.00
Vendor Number: 015514		Vendor Name: CRAFTCO, INC.		
Purchase Order: 21-10035				
8/16/2021	Issued		6,532.89	6532.89
9/23/2021	Invoiced	9402548613	(6,532.89)	0.00
Vendor Number: 015514		Vendor Name: CRAFTCO, INC.		
Purchase Order: 21-10036				
8/16/2021	Issued		3,139.25	3139.25
9/23/2021	Invoiced	9402548612	(3,139.25)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015514		Vendor Name: CRAFCO, INC.		
Purchase Order: 21-10037				
8/16/2021	Issued		1,509.01	1509.01
9/23/2021	Invoiced	9402548614	(1,509.01)	0.00
Vendor Number: 014494		Vendor Name: AXON ENTERPRISES		
Purchase Order: 21-10038				
8/17/2021	Issued		21,138.30	21138.30
2/10/2022	Invoiced	INUS046295	(21,138.30)	0.00
Vendor Number: 014494		Vendor Name: AXON ENTERPRISES		
Purchase Order: 21-10039				
8/17/2021	Issued		10,608.50	10608.50
12/2/2021	Invoiced	INUS028867	(10,608.50)	0.00
Vendor Number: 011341		Vendor Name: CALIFORNIA JPIA		
Purchase Order: 21-10040				
8/17/2021	Issued		5,974.00	5974.00
8/26/2021	Invoiced	ENVIRO1100	(5,974.00)	0.00
Vendor Number: 015820		Vendor Name: ACR - MARCIAL OLIVEROS		
Purchase Order: 21-10041				
8/17/2021	Issued		6,315.00	6315.00
8/26/2021	Invoiced	1298	(6,315.00)	0.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10042				
8/18/2021	Issued		20,472.24	20472.24
9/9/2021	Invoiced	1454068	(3,533.28)	16938.96
9/9/2021	Invoiced	1455960	(3,533.28)	13405.68
12/2/2021	Invoiced	1472295	(13,405.68)	0.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10043				
8/18/2021	Issued		23,070.24	23070.24
9/23/2021	Invoiced	1456640	(13,015.98)	10054.26
12/16/2021	Invoiced	1473235	(10,054.26)	0.00
Vendor Number: 011594		Vendor Name: DELL MARKETING L.P.		
Purchase Order: 21-10044				
8/19/2021	Issued		7,339.19	7339.19
10/21/2021	Invoiced	10512604182	(7,339.19)	0.00
Vendor Number: 011389		Vendor Name: TYLER TECHNOLOGIES, INC		
Purchase Order: 21-10045				
8/19/2021	Issued		10,337.88	10337.88
8/26/2021	Invoiced	025-337857	(10,337.88)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015505		Vendor Name: TRIPEPI, SMITH AND ASSOCIATES, INC.		
Purchase Order: 21-10046				
8/19/2021	Issued		25,135.00	25135.00
9/9/2021	Invoiced	6552	(3,300.00)	21835.00
9/9/2021	Invoiced	6626	(665.00)	21170.00
9/9/2021	Invoiced	6671	(3,300.00)	17870.00
10/7/2021	Invoiced	6827	(3,300.00)	14570.00
11/4/2021	Invoiced	6980	(3,300.00)	11270.00
12/2/2021	Invoiced	7110	(3,300.00)	7970.00
1/13/2022	Invoiced	7286	(3,300.00)	4670.00
1/27/2022	Invoiced	7394	(3,400.00)	1270.00
Vendor Number: 015603		Vendor Name: TRAFFIC MANAGEMENT, INC.		
Purchase Order: 21-10047				
8/23/2021	Issued		200.00	200.00
8/23/2021	Changed		1,192.29	1392.29
8/23/2021	Changed		4,607.71	6000.00
8/26/2021	Invoiced	756110	(150.00)	5850.00
10/21/2021	Invoiced	780534	(1,455.90)	4394.10
10/21/2021	Invoiced	760579	(364.29)	4029.81
10/21/2021	Invoiced	764384	(828.00)	3201.81
Vendor Number: 015515		Vendor Name: OVIVO USA, LLC		
Purchase Order: 21-10048				
8/19/2021	Issued		67,509.00	67509.00
8/19/2021	Changed		5,569.49	73078.49
3/10/2022	Invoiced	8482321	(73,078.49)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 014719		Vendor Name: INTERWEST CONSULTING GROUP		
Purchase Order: 21-10049				
8/30/2021	Issued		80,000.00	80000.00
11/4/2021	Invoiced	72755	(777.50)	79222.50
11/4/2021	Invoiced	72597	(350.00)	78872.50
11/4/2021	Invoiced	72369	(178.50)	78694.00
11/4/2021	Invoiced	72326	(650.00)	78044.00
11/4/2021	Invoiced	72338	(397.50)	77646.50
11/4/2021	Invoiced	72231	(445.00)	77201.50
11/4/2021	Invoiced	71736	(421.25)	76780.25
11/4/2021	Invoiced	71737	(397.50)	76382.75
11/4/2021	Invoiced	71521	(397.50)	75985.25
11/4/2021	Invoiced	71319	(255.00)	75730.25
11/4/2021	Invoiced	73031	(445.00)	75285.25
11/4/2021	Invoiced	71315	(610.75)	74674.50
11/4/2021	Invoiced	71216	(603.75)	74070.75
11/4/2021	Invoiced	71042	(421.25)	73649.50
11/4/2021	Invoiced	71015	(390.00)	73259.50
11/4/2021	Invoiced	70819	(397.50)	72862.00
11/4/2021	Invoiced	70462	(378.00)	72484.00
11/4/2021	Invoiced	71844	(255.00)	72229.00
11/4/2021	Invoiced	70296	(890.00)	71339.00
11/4/2021	Invoiced	70279	(1,205.00)	70134.00
11/4/2021	Invoiced	71231	(224.00)	69910.00
11/4/2021	Invoiced	70324	(350.00)	69560.00
11/4/2021	Invoiced	72602	(190.75)	69369.25
2/24/2022	Invoiced	64553A	(17,589.39)	51779.86
Vendor Number: 015829		Vendor Name: MANUFACTURERS EDGE INC.		
Purchase Order: 21-10050				
8/30/2021	Issued		1,634.70	1634.70
8/30/2021	Changed		(802.35)	832.35
9/23/2021	Invoiced	SIN126818	(832.35)	0.00
Vendor Number: 010975		Vendor Name: VRSD		
Purchase Order: 21-10051				
8/30/2021	Issued		960,000.00	960000.00
10/21/2021	Invoiced	234302, 234303-08/31/2	(74,143.03)	885856.97
11/18/2021	Invoiced	SEPT234302,302E,302H,3	(73,402.65)	812454.32
12/16/2021	Invoiced	234302,302E,303	(81,032.84)	731421.48
1/27/2022	Invoiced	234302,E,H,234303	(73,296.27)	658125.21
2/10/2022	Invoiced	12/31/21 234302,E,H,303	(89,756.01)	568369.20
3/10/2022	Invoiced	JUNE 2021 234302,E,234303	(28,205.00)	540164.20
3/10/2022	Invoiced	JAN 2022 234302,E,234303	(70,892.31)	469271.89
3/10/2022	Invoiced	JULY 2021 234302,E,H,23	(70,541.48)	398730.41
3/24/2022	Invoiced	FEB 2022 WRF OPS & MA	(77,613.48)	321116.93

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015398		Vendor Name: BUNNIN CHEVROLET OF SANTA PAULA		
Purchase Order: 21-10052				
8/31/2021	Issued		6,811.01	6811.01
10/7/2021	Invoiced	CTCS23442	(6,811.01)	0.00
Vendor Number: 010799		Vendor Name: SPARLING INSTRUMENTS, INC.		
Purchase Order: 21-10053				
8/31/2021	Issued		3,053.40	3053.40
Vendor Number: 012961		Vendor Name: VISTA FORD		
Purchase Order: 21-10054				
9/1/2021	Issued		36,950.87	36950.87
9/1/2021	Changed		(3.20)	36947.67
Vendor Number: 015778		Vendor Name: ADVANCED TURF SOLUTIONS, INC.		
Purchase Order: 21-10055				
9/1/2021	Issued		1,677.25	1677.25
9/1/2021	Voided - Change		(1,677.25)	0.00
Vendor Number: 015832		Vendor Name: BNI PUBLICATIONS, INC.		
Purchase Order: 21-10056				
9/1/2021	Issued		242.76	242.76
Vendor Number: 010333		Vendor Name: SIEMENS MOBILITY		
Purchase Order: 21-10057				
9/2/2021	Issued		43,923.08	43923.08
9/9/2021	Invoiced	5610278031	(1,368.60)	42554.48
9/9/2021	Invoiced	5620036952	(1,729.22)	40825.26
10/7/2021	Invoiced	5620037379	(1,314.80)	39510.46
10/7/2021	Invoiced	5620037410	(3,183.86)	36326.60
10/7/2021	Invoiced	5610278419	(1,368.60)	34958.00
12/2/2021	Invoiced	5610278814	(1,368.60)	33589.40
12/2/2021	Invoiced	5620035989	(1,567.75)	32021.65
12/16/2021	Invoiced	5610279073	(7,350.00)	24671.65
12/16/2021	Invoiced	5610279105	(1,675.00)	22996.65
1/13/2022	Invoiced	5620038399	(1,961.95)	21034.70
1/13/2022	Invoiced	5610279281	(1,368.60)	19666.10
2/10/2022	Invoiced	5610278645	(1,368.60)	18297.50
2/10/2022	Invoiced	5620037534	(1,556.20)	16741.30
2/10/2022	Invoiced	5620038644	(1,531.59)	15209.71
2/10/2022	Invoiced	5610279019	(1,368.60)	13841.11
3/10/2022	Invoiced	5620039117	(1,918.05)	11923.06
3/10/2022	Invoiced	5610279684	(1,368.60)	10554.46
3/24/2022	Invoiced	5620039112	(1,541.53)	9012.93
4/7/2022	Invoiced	5610280140	(1,368.60)	7644.33
4/7/2022	Invoiced	5620039315	(1,775.33)	5869.00
4/21/2022	Invoiced	5610280338	(3,200.00)	2669.00
4/21/2022	Invoiced	5610279923	(1,420.00)	1249.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 012961		Vendor Name: VISTA FORD		
Purchase Order: 21-10058				
9/3/2021	Issued		28,978.72	28978.72
Vendor Number: 014427		Vendor Name: HARRINGTON INDUSTRIAL PLASTICS		
Purchase Order: 21-10059				
9/7/2021	Issued		30,650.40	30650.40
4/7/2022	Invoiced	013C1246	(10,442.82)	20207.58
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10060				
9/9/2021	Issued		23,070.24	23070.24
9/9/2021	Voided - Change		(23,070.24)	0.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10061				
9/9/2021	Issued		23,382.00	23382.00
10/21/2021	Invoiced	1461554	(15,003.45)	8378.55
1/13/2022	Invoiced	1476883	(8,378.55)	0.00
Vendor Number: 014427		Vendor Name: HARRINGTON INDUSTRIAL PLASTICS		
Purchase Order: 21-10062				
9/14/2021	Issued		1,431.80	1431.80
10/21/2021	Invoiced	013C0098	(1,528.12)	-96.32
Vendor Number: 015807		Vendor Name: ALLIANCE SOURCE TESTING LLC		
Purchase Order: 21-10063				
9/14/2021	Issued		5,650.00	5650.00
10/7/2021	Invoiced	200511	(565.00)	5085.00
10/21/2021	Invoiced	199730	(565.00)	4520.00
10/21/2021	Invoiced	200691	(565.00)	3955.00
10/21/2021	Invoiced	200302	(565.00)	3390.00
11/4/2021	Invoiced	200902	(565.00)	2825.00
11/18/2021	Invoiced	201125	(565.00)	2260.00
12/2/2021	Invoiced	201310	(565.00)	1695.00
12/16/2021	Invoiced	201508	(565.00)	1130.00
Vendor Number: 015837		Vendor Name: TOTAL TEMPERATURE INSTRUMENTATION INC.		
Purchase Order: 21-10064				
9/14/2021	Issued		3,929.48	3929.48
10/7/2021	Invoiced	IN590676	(3,929.48)	0.00
Vendor Number: 014427		Vendor Name: HARRINGTON INDUSTRIAL PLASTICS		
Purchase Order: 21-10065				
9/14/2021	Issued		268.33	268.33
10/21/2021	Invoiced	013C0274	(294.49)	-26.16

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 014129		Vendor Name: SAM HILL & SONS, INC		
Purchase Order: 21-10067				
7/22/2021	Issued		31,633.82	31633.82
9/23/2021	Invoiced	3891	(6,435.60)	25198.22
10/21/2021	Invoiced	3919	(6,016.19)	19182.03
1/13/2022	Invoiced	3895	(7,312.36)	11869.67
2/10/2022	Invoiced	3969	(3,408.62)	8461.05
3/24/2022	Invoiced	4020 A	(8,461.05)	0.00
Vendor Number: 011436		Vendor Name: TRAVIS AGRICULTURAL CONSTRUCTION INC		
Purchase Order: 21-10068				
7/22/2021	Issued		43,631.02	43631.02
9/23/2021	Invoiced	21829F	(2,958.98)	40672.04
10/7/2021	Invoiced	21921F	(2,857.18)	37814.86
10/21/2021	Invoiced	21673F	(13,660.15)	24154.71
10/21/2021	Invoiced	21906F	(8,385.40)	15769.31
11/18/2021	Invoiced	211074F	(5,159.86)	10609.45
11/18/2021	Invoiced	211075F	(6,741.57)	3867.88
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10069				
9/14/2021	Issued		23,070.24	23070.24
10/21/2021	Invoiced	1461555	(13,015.98)	10054.26
1/13/2022	Invoiced	1476884	(10,054.26)	0.00
Vendor Number: 015840		Vendor Name: ENVIRONMENTAL RESOURCE ASSOCIATION, INC.		
Purchase Order: 21-10070				
9/14/2021	Issued		226.77	226.77
12/2/2021	Invoiced	987804	(226.77)	0.00
Vendor Number: 015841		Vendor Name: MERIDIAN RAPID DEFENSE GROUP, LLC		
Purchase Order: 21-10071				
9/15/2021	Issued		159,784.86	159784.86
10/7/2021	Invoiced	08192021-SPPD	(159,784.86)	0.00
Vendor Number: 015785		Vendor Name: FORD CREDIT MUNICIPAL FINANCE		
Purchase Order: 21-10072				
9/20/2021	Issued		22,582.03	22582.03
Vendor Number: 011811		Vendor Name: DE LAGE LANDEN		
Purchase Order: 21-10073				
9/20/2021	Issued		16,528.30	16528.30
9/20/2021	Voided - Change		(16,528.30)	0.00
Vendor Number: 015441		Vendor Name: INTEGRA REALTY RESOURCES		
Purchase Order: 21-10074				
9/20/2021	Issued		20,000.00	20000.00
Vendor Number: 015785		Vendor Name: FORD CREDIT MUNICIPAL FINANCE		
Purchase Order: 21-10075				
9/20/2021	Issued		29,924.70	29924.70

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015844		Vendor Name: SAFARILAND, LLC		
Purchase Order: 21-10076				
9/22/2021	Issued		107.17	107.17
1/13/2022	Invoiced	1010-401178	(107.16)	0.01
Vendor Number: 010286		Vendor Name: PROFORCE LAW ENFORCEMENT		
Purchase Order: 21-10077				
9/22/2021	Issued		285.51	285.51
10/21/2021	Invoiced	462461	(285.51)	0.00
Vendor Number: 014639		Vendor Name: GOLD COAST ENVIRONMENTAL		
Purchase Order: 21-10078				
9/27/2021	Issued		2,890.00	2890.00
10/21/2021	Invoiced	12963	(2,890.00)	0.00
Vendor Number: 015603		Vendor Name: TRAFFIC MANAGEMENT, INC.		
Purchase Order: 21-10079				
9/27/2021	Issued		359.39	359.39
Vendor Number: 015848		Vendor Name: NATIONAL LEAD FOR AMERICA, INC.		
Purchase Order: 21-10080				
9/28/2021	Issued		20,000.00	20000.00
10/21/2021	Invoiced	0000465	(20,000.00)	0.00
Vendor Number: 015770		Vendor Name: PROVANTAGE LLC		
Purchase Order: 21-10081				
9/29/2021	Issued		4,521.52	4521.52
10/21/2021	Invoiced	9072496	(4,521.52)	0.00
Vendor Number: 015852		Vendor Name: GRISWOLD INDUSTRIES		
Purchase Order: 21-10082				
9/30/2021	Issued		13,615.00	13615.00
1/27/2022	Invoiced	835994	(5,283.62)	8331.38
1/27/2022	Invoiced	835995	(3,855.23)	4476.15
Vendor Number: 011389		Vendor Name: TYLER TECHNOLOGIES, INC		
Purchase Order: 21-10083				
10/4/2021	Issued		12,700.05	12700.05
10/7/2021	Invoiced	025-341953	(12,700.05)	0.00
Vendor Number: 014475		Vendor Name: HUBER TECHNOLOGY		
Purchase Order: 21-10084				
10/5/2021	Issued		569.69	569.69
12/2/2021	Invoiced	CD10021993	(573.81)	-4.12
Vendor Number: 015640		Vendor Name: HUITT-ZOLLARS, INC.		
Purchase Order: 21-10085				
10/6/2021	Issued		4,672.50	4672.50
10/6/2021	Changed		500.00	5172.50
10/7/2021	Invoiced	3123750402	(480.00)	4692.50
10/7/2021	Invoiced	3123750403	(1,940.00)	2752.50
10/7/2021	Invoiced	3123750401	(2,252.50)	500.00
10/7/2021	Invoiced	3123750404	(500.00)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015858		Vendor Name: BURT PROCESS EQUIPMENT, INC.		
Purchase Order: 21-10086				
10/7/2021	Issued		34,725.00	34725.00
4/21/2022	Invoiced	5317174	(34,725.00)	0.00
Vendor Number: 010218		Vendor Name: NEW IMAGE AUTO BODY		
Purchase Order: 21-10087				
10/18/2021	Issued		14,299.44	14299.44
10/21/2021	Invoiced	3232	(14,299.44)	0.00
Vendor Number: 010975		Vendor Name: VRSD		
Purchase Order: 21-10088				
10/19/2021	Issued		276,633.75	276633.75
10/21/2021	Invoiced	234200-202,234202E,234	(22,893.16)	253740.59
11/4/2021	Invoiced	SEPT234200,201,204,205	(22,544.48)	231196.11
12/16/2021	Invoiced	234200,201,202E,205,300	(32,555.45)	198640.66
2/10/2022	Invoiced	12/31/21 234200,201,205	(32,748.80)	165891.86
3/10/2022	Invoiced	JAN 2022 234200-205,234	(26,129.55)	139762.31
3/10/2022	Invoiced	NOV 2021 SEWER COLLEC	(26,426.35)	113335.96
3/24/2022	Invoiced	FEB 2022 SEWER COLLEC	(48,709.80)	64626.16
Vendor Number: 015645		Vendor Name: DEPARTMENT OF FORESTRY AND FIRE PROTECTION		
Purchase Order: 21-10089				
10/21/2021	Issued		1,258,504.59	1258504.59
12/21/2021	Invoiced	CR-282	(1,258,504.59)	0.00
Vendor Number: 015645		Vendor Name: DEPARTMENT OF FORESTRY AND FIRE PROTECTION		
Purchase Order: 21-10090				
10/21/2021	Issued		290,424.15	290424.15
10/21/2021	Invoiced	CR-282B	(290,424.15)	0.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10091				
10/25/2021	Issued		19,999.64	19999.64
12/16/2021	Invoiced	1476092	(19,999.64)	0.00
Vendor Number: 010791		Vendor Name: SOFT CHOICE CORPORATION		
Purchase Order: 21-10092				
10/25/2021	Issued		25,991.86	25991.86
11/18/2021	Invoiced	90452111	(25,991.86)	0.00
Vendor Number: 015450		Vendor Name: NORTHERN DIGITAL, INC.		
Purchase Order: 21-10093				
10/26/2021	Issued		13,360.00	13360.00
11/18/2021	Invoiced	056541	(4,077.50)	9282.50
2/24/2022	Invoiced	056638	(7,175.00)	2107.50

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 21-10094				
10/26/2021	Issued		72,800.00	72800.00
10/26/2021	Changed		0.00	72800.00
10/26/2021	Changed		135,700.00	208500.00
11/18/2021	Invoiced	1795	(16,117.94)	192382.06
11/18/2021	Invoiced	1782	(17,557.94)	174824.12
11/18/2021	Invoiced	1850	(19,814.46)	155009.66
12/16/2021	Invoiced	1729	(17,686.96)	137322.70
3/10/2022	Invoiced	1920	(15,522.34)	121800.36
3/10/2022	Invoiced	2007	(17,686.96)	104113.40
3/10/2022	Invoiced	2008	(17,187.34)	86926.06
4/21/2022	Invoiced	2079	(15,813.00)	71113.06
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 21-10095				
10/26/2021	Issued		22,050.00	22050.00
12/2/2021	Invoiced	1872	(3,934.80)	18115.20
12/16/2021	Invoiced	1886	(3,655.47)	14459.73
1/27/2022	Invoiced	1952	(10,427.48)	4032.25
3/10/2022	Invoiced	2001	(3,014.15)	1018.10
3/24/2022	Invoiced	2017	(907.20)	110.90
Vendor Number: 013039		Vendor Name: GRANICUS, INC.		
Purchase Order: 21-10096				
10/27/2021	Issued		22,036.00	22036.00
11/4/2021	Invoiced	143047	(22,036.00)	0.00
Vendor Number: 010975		Vendor Name: VRSD		
Purchase Order: 21-10097				
7/7/2021	Issued		24,814.00	24814.00
Vendor Number: 014805		Vendor Name: ISSQUARED, INC.		
Purchase Order: 21-10098				
11/2/2021	Issued		12,328.10	12328.10
Vendor Number: 014427		Vendor Name: HARRINGTON INDUSTRIAL PLASTICS		
Purchase Order: 21-10099				
11/22/2021	Issued		1,238.40	1238.40
11/22/2021	Changed		16.90	1255.30
12/16/2021	Invoiced	013C1173	(1,255.30)	0.00
Vendor Number: 015016		Vendor Name: S P L LANDSCAPE INC.		
Purchase Order: 21-10100				
10/1/2021	Issued		6,888.00	6888.00
11/18/2021	Invoiced	15477	(6,888.00)	0.00
Vendor Number: 012961		Vendor Name: VISTA FORD		
Purchase Order: 21-10101				
11/9/2021	Issued		28,978.72	28978.72
2/24/2022	Invoiced	234573	(28,978.72)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015504		Vendor Name: YNIGUEZ, EDUARDO		
Purchase Order: 21-10102				
11/9/2021	Issued		12,500.00	12500.00
1/13/2022	Invoiced	#2111102	(5,625.00)	6875.00
Vendor Number: 015876		Vendor Name: MOHAWK LIFTS LLC		
Purchase Order: 21-10103				
11/10/2021	Issued		46,558.13	46558.13
Vendor Number: 014639		Vendor Name: GOLD COAST ENVIRONMENTAL		
Purchase Order: 21-10104				
11/10/2021	Issued		1,081.12	1081.12
11/10/2021	Changed		21.60	1102.72
12/16/2021	Invoiced	13031	(1,102.72)	0.00
Vendor Number: 010036		Vendor Name: AARDVARK		
Purchase Order: 21-10105				
11/16/2021	Issued		3,076.56	3076.56
Vendor Number: 014427		Vendor Name: HARRINGTON INDUSTRIAL PLASTICS		
Purchase Order: 21-10106				
11/16/2021	Issued		846.00	846.00
4/7/2022	Invoiced	013C1610	(873.24)	-27.24
Vendor Number: 015884		Vendor Name: NATIONAL AUTO FLEET GROUP		
Purchase Order: 21-10107				
11/17/2021	Issued		30,762.51	30762.51
Vendor Number: 010532		Vendor Name: HOMB, KARL		
Purchase Order: 21-10108				
11/17/2021	Issued		6,975.00	6975.00
11/18/2021	Invoiced	48694	(6,975.00)	0.00
Vendor Number: 015844		Vendor Name: SAFARILAND, LLC		
Purchase Order: 21-10109				
11/18/2021	Issued		21,546.62	21546.62
11/18/2021	Changed		0.00	21546.62
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 21-10110				
11/18/2021	Issued		9,200.00	9200.00
Vendor Number: 015886		Vendor Name: JTEC CORPORATION		
Purchase Order: 21-10111				
11/22/2021	Issued		123,900.00	123900.00
1/27/2022	Invoiced	JTEC-MP200	(60,135.00)	63765.00
2/24/2022	Invoiced	JTEC-MP201	(57,570.00)	6195.00
Vendor Number: 010013		Vendor Name: SAN DIEGO POLICE EQUIPMENT CO		
Purchase Order: 21-10112				
11/22/2021	Issued		10,437.82	10437.82

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 013911		Vendor Name: MKN ASSOCIATES INC		
Purchase Order: 21-10113				
11/22/2021	Issued		8,350.00	8350.00
12/16/2021	Invoiced	9934	(8,009.54)	340.46
1/27/2022	Invoiced	10102	(191.58)	148.88
4/21/2022	Invoiced	100469	(146.26)	2.62
Vendor Number: 015887		Vendor Name: SPECTRUM COMMUNICATIONS		
Purchase Order: 21-10114				
11/22/2021	Issued		15,223.20	15223.20
1/13/2022	Invoiced	218921	(14,129.72)	1093.48
Vendor Number: 015527		Vendor Name: MIWALL CORPORATION		
Purchase Order: 21-10115				
11/22/2021	Issued		8,119.29	8119.29
4/7/2022	Invoiced	1010846	(6,230.31)	1888.98
Vendor Number: 014380		Vendor Name: WATERWISEPRO TRAINING LLC		
Purchase Order: 21-10116				
11/23/2021	Issued		5,850.00	5850.00
12/16/2021	Invoiced	12/7/2021	(5,850.00)	0.00
Vendor Number: 014051		Vendor Name: SUNNY COMMUNICATIONS, INC.		
Purchase Order: 21-10117				
11/23/2021	Issued		41,822.39	41822.39
2/24/2022	Invoiced	104525	(41,822.39)	0.00
Vendor Number: 015829		Vendor Name: MANUFACTURERS EDGE INC.		
Purchase Order: 21-10118				
11/23/2021	Issued		2,304.34	2304.34
Vendor Number: 010595		Vendor Name: J & H ENGINEERING GENERAL CONTRACTOR, INC		
Purchase Order: 21-10119				
11/23/2021	Issued		1,020,413.00	1020413.00
2/10/2022	Invoiced	#3828	(863,452.59)	156960.41
4/7/2022	Invoiced	3842	(24,272.73)	132687.68
Vendor Number: 010595		Vendor Name: J & H ENGINEERING GENERAL CONTRACTOR, INC		
Purchase Order: 21-10120				
11/9/2021	Issued		5,000.00	5000.00
12/16/2021	Invoiced	#3808	(5,000.00)	0.00
Vendor Number: 010595		Vendor Name: J & H ENGINEERING GENERAL CONTRACTOR, INC		
Purchase Order: 21-10121				
11/9/2021	Issued		48,342.50	48342.50
12/16/2021	Invoiced	#3809	(48,342.50)	0.00
Vendor Number: 015884		Vendor Name: NATIONAL AUTO FLEET GROUP		
Purchase Order: 21-10122				
11/24/2021	Issued		104,038.27	104038.27

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015807		Vendor Name: ALLIANCE SOURCE TESTING LLC		
Purchase Order: 21-10123				
11/24/2021	Issued		14,270.00	14270.00
2/24/2022	Invoiced	202771	(4,180.00)	10090.00
2/28/2022	Changed		4,180.00	14270.00
4/21/2022	Invoiced	203165	(14,270.00)	0.00
Vendor Number: 014854		Vendor Name: AERZEN USA CORPORATION		
Purchase Order: 21-10124				
11/24/2021	Issued		5,329.09	5329.09
11/24/2021	Changed		718.00	6047.09
1/27/2022	Invoiced	SEPI-21-006007	(6,047.09)	0.00
Vendor Number: 015603		Vendor Name: TRAFFIC MANAGEMENT, INC.		
Purchase Order: 21-10125				
11/24/2021	Issued		241.36	241.36
Vendor Number: 010903		Vendor Name: USA BLUE BOOK		
Purchase Order: 21-10126				
11/22/2021	Issued		961.27	961.27
11/22/2021	Changed		2.16	963.43
1/13/2022	Invoiced	814047,814046,813952	(963.43)	0.00
Vendor Number: 015821		Vendor Name: BARRISTER PROFESSIONAL SERVICES, LLC.		
Purchase Order: 21-10127				
12/2/2021	Issued		13,371.26	13371.26
12/16/2021	Invoiced	21-03-0020-004	(3,978.00)	9393.26
12/16/2021	Invoiced	21-03-0020-001	(3,006.17)	6387.09
12/16/2021	Invoiced	21-03-0020-002	(6,387.09)	0.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10128				
12/2/2021	Issued		5,986.09	5986.09
4/7/2022	Invoiced	1485009	(5,986.09)	0.00
Vendor Number: 015884		Vendor Name: NATIONAL AUTO FLEET GROUP		
Purchase Order: 21-10129				
12/8/2021	Issued		57,630.96	57630.96
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10130				
12/9/2021	Issued		23,382.00	23382.00
1/13/2022	Invoiced	1479156	(8,378.55)	15003.45
3/24/2022	Invoiced	1490155	(15,003.45)	0.00
Vendor Number: 014854		Vendor Name: AERZEN USA CORPORATION		
Purchase Order: 21-10131				
12/10/2021	Issued		21,108.75	21108.75
1/27/2022	Invoiced	SEPI-21-005965	(21,529.14)	-420.39
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10132				
12/13/2021	Issued		4,510.20	4510.20
1/13/2022	Invoiced	1478498	(4,510.20)	0.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 011336		Vendor Name: CDCE INC.		
Purchase Order: 21-10133				
12/13/2021	Issued		5,302.12	5302.12
Vendor Number: 015785		Vendor Name: FORD CREDIT MUNICIPAL FINANCE		
Purchase Order: 21-10134				
12/14/2021	Issued		16,091.53	16091.53
Vendor Number: 015893		Vendor Name: INTERNATIONAL BUSINESS INFORMATION TECHNOLOG		
Purchase Order: 21-10135				
12/14/2021	Issued		6,413.81	6413.81
1/27/2022	Invoiced	INV-000667	(5,925.00)	488.81
Vendor Number: 011336		Vendor Name: CDCE INC.		
Purchase Order: 21-10136				
12/29/2021	Issued		1,180.00	1180.00
2/24/2022	Invoiced	139414-1	(180.00)	1000.00
2/24/2022	Invoiced	139414-2	(180.00)	820.00
4/7/2022	Invoiced	139414-3	(180.00)	640.00
4/21/2022	Invoiced	139414-4	(180.00)	460.00
Vendor Number: 011010		Vendor Name: WILLDAN FINANCIAL SERVICES		
Purchase Order: 21-10137				
1/4/2022	Issued		48,072.50	48072.50
1/4/2022	Invoiced	00224408	(12,275.00)	35797.50
1/4/2022	Invoiced	00224523	(11,537.50)	24260.00
1/4/2022	Invoiced	00224654	(12,160.00)	12100.00
1/4/2022	Invoiced	00224940	(12,100.00)	0.00
Vendor Number: 014494		Vendor Name: AXON ENTERPRISES		
Purchase Order: 21-10138				
1/5/2022	Issued		9,680.60	9680.60
2/10/2022	Invoiced	INUS046006	(9,680.60)	0.00
Vendor Number: 010241		Vendor Name: OILFIELD ELECTRIC & MOTOR		
Purchase Order: 21-10139				
1/18/2022	Issued		75,500.00	75500.00
Vendor Number: 010241		Vendor Name: OILFIELD ELECTRIC & MOTOR		
Purchase Order: 21-10140				
1/18/2022	Issued		87,530.00	87530.00
Vendor Number: 010903		Vendor Name: USA BLUE BOOK		
Purchase Order: 21-10141				
1/18/2022	Issued		1,670.17	1670.17
2/24/2022	Invoiced	861345	(1,670.17)	0.00
Vendor Number: 013997		Vendor Name: MICHAEL BAKER INTERNATIONAL		
Purchase Order: 21-10142				
1/20/2022	Issued		24,500.00	24500.00
Vendor Number: 013997		Vendor Name: MICHAEL BAKER INTERNATIONAL		
Purchase Order: 21-10143				
1/20/2022	Issued		24,500.00	24500.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 010828		Vendor Name: STATE WATER RESOURCE CONTROL BOARD		
Purchase Order: 21-10144				
1/20/2022	Issued		49,560.00	49560.00
1/27/2022	Invoiced	WD-0191459	(49,560.00)	0.00
Vendor Number: 010685		Vendor Name: SANTA PAULA BASIN PUMPER ASSOC		
Purchase Order: 21-10145				
1/20/2022	Issued		17,148.00	17148.00
1/27/2022	Invoiced	2021118	(17,148.00)	0.00
Vendor Number: 010960		Vendor Name: PUBLIC WORKS AGENCY		
Purchase Order: 21-10146				
1/20/2022	Issued		13,895.00	13895.00
1/27/2022	Invoiced	WPD-1293	(13,895.00)	0.00
Vendor Number: 010828		Vendor Name: STATE WATER RESOURCE CONTROL BOARD		
Purchase Order: 21-10147				
1/20/2022	Issued		34,797.80	34797.80
1/27/2022	Invoiced	LW-1037096	(34,797.80)	0.00
Vendor Number: 015717		Vendor Name: INTERNATIONAL ENVIRONMENTAL CORPORATION		
Purchase Order: 21-10148				
1/20/2022	Issued		49,950.00	49950.00
4/7/2022	Invoiced	7663	(49,950.00)	0.00
Vendor Number: 015908		Vendor Name: NEW ENGLAND SHEET METAL AND MECHANICAL CO.		
Purchase Order: 21-10149				
1/21/2022	Issued		5,190.59	5190.59
2/10/2022	Invoiced	17395	(5,190.59)	0.00
Vendor Number: 013911		Vendor Name: MKN ASSOCIATES INC		
Purchase Order: 21-10150				
1/31/2022	Issued		22,737.00	22737.00
2/24/2022	Invoiced	10320	(21,867.63)	869.37
Vendor Number: 015913		Vendor Name: RAPID DUCT TESTING & AIR BALANCING, INC.		
Purchase Order: 21-10151				
2/1/2022	Issued		1,400.00	1400.00
3/10/2022	Invoiced	44830	(1,400.00)	0.00
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 21-10152				
2/1/2022	Issued		40,000.00	40000.00
2/10/2022	Invoiced	1781	(3,276.12)	36723.88
2/10/2022	Invoiced	1809	(1,408.36)	35315.52
2/10/2022	Invoiced	1856	(7,858.38)	27457.14
2/10/2022	Invoiced	1909	(17,770.36)	9686.78
Vendor Number: 015884		Vendor Name: NATIONAL AUTO FLEET GROUP		
Purchase Order: 21-10153				
2/3/2022	Issued		62,754.95	62754.95
Vendor Number: 015899		Vendor Name: DIAMANTE ELECTRIC, INC.		
Purchase Order: 21-10154				
2/4/2022	Issued		8,628.00	8628.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 010347		Vendor Name: RINCON CONSULTANTS, INC		
Purchase Order: 21-10155				
2/8/2022	Issued		59,507.00	59507.00
3/24/2022	Invoiced	37250	(1,404.50)	58102.50
4/21/2022	Invoiced	38315	(13,348.34)	44754.16
Vendor Number: 010903		Vendor Name: USA BLUE BOOK		
Purchase Order: 21-10156				
2/8/2022	Issued		1,099.22	1099.22
3/24/2022	Invoiced	886752	(1,099.22)	0.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10157				
2/9/2022	Issued		23,252.10	23252.10
Vendor Number: 013716		Vendor Name: LIBERTY PARK WATER CO.		
Purchase Order: 21-10158				
2/14/2022	Issued		73,000.00	73000.00
2/24/2022	Invoiced	2022 PAYMENT	(73,000.00)	0.00
Vendor Number: 015919		Vendor Name: HUDAK, TRACY		
Purchase Order: 21-10159				
2/14/2022	Issued		10,500.00	10500.00
3/10/2022	Invoiced	2810	(2,334.00)	8166.00
Vendor Number: 015505		Vendor Name: TRIPEPI, SMITH AND ASSOCIATES, INC.		
Purchase Order: 21-10160				
2/14/2022	Issued		50,000.00	50000.00
3/10/2022	Invoiced	7566	(3,400.00)	46600.00
4/7/2022	Invoiced	7644	(218.75)	46381.25
4/7/2022	Invoiced	7720	(3,400.00)	42981.25
Vendor Number: 013302		Vendor Name: NETMOTION WIRELESS, INC.		
Purchase Order: 21-10161				
2/15/2022	Issued		2,127.14	2127.14
Vendor Number: 010867		Vendor Name: TRI COUNTY OFFICE FURNITURE		
Purchase Order: 21-10162				
2/16/2022	Issued		2,303.11	2303.11
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10163				
2/23/2022	Issued		23,382.00	23382.00
Vendor Number: 015318		Vendor Name: BADGER METER		
Purchase Order: 21-10164				
2/23/2022	Issued		23,070.24	23070.24
Vendor Number: 010404		Vendor Name: FENCE FACTORY SATICOY		
Purchase Order: 21-10165				
2/28/2022	Issued		3,716.25	3716.25
3/10/2022	Invoiced	437403	(3,716.25)	0.00
Vendor Number: 010306		Vendor Name: QUINN COMPANY		
Purchase Order: 21-10166				
3/3/2022	Issued		118,121.53	118121.53

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 014129		Vendor Name: SAM HILL & SONS, INC		
Purchase Order: 21-10167				
3/7/2022	Issued		49,999.00	49999.00
3/24/2022	Invoiced	3992	(14,777.03)	35221.97
3/24/2022	Invoiced	4020 B	(6,533.38)	28688.59
4/7/2022	Invoiced	4085	(13,831.61)	14856.98
Vendor Number: 015925		Vendor Name: CS-ASSOCIATED MUNICIPAL CORP.		
Purchase Order: 21-10168				
3/7/2022	Issued		6,725.00	6725.00
3/7/2022	Changed		838.11	7563.11
4/21/2022	Invoiced	17651	(7,563.11)	0.00
Vendor Number: 015525		Vendor Name: WBCP, INC.		
Purchase Order: 21-10169				
3/7/2022	Issued		26,464.24	26464.24
3/24/2022	Invoiced	6682	(26,464.24)	0.00
Vendor Number: 010306		Vendor Name: QUINN COMPANY		
Purchase Order: 21-10170				
3/7/2022	Issued		126,172.37	126172.37
Vendor Number: 010306		Vendor Name: QUINN COMPANY		
Purchase Order: 21-10171				
3/7/2022	Issued		34,372.62	34372.62
Vendor Number: 015778		Vendor Name: ADVANCED TURF SOLUTIONS, INC.		
Purchase Order: 21-10172				
3/14/2022	Issued		3,523.16	3523.16
3/14/2022	Voided - Change		(3,523.16)	0.00
Vendor Number: 015747		Vendor Name: HACH COMPANY		
Purchase Order: 21-10173				
3/15/2022	Issued		12,446.00	12446.00
Vendor Number: 012070		Vendor Name: TRAFFIC TECHNOLOGIES		
Purchase Order: 21-10174				
3/15/2022	Issued		404.23	404.23
Vendor Number: 014857		Vendor Name: RRM DESIGN GROUP		
Purchase Order: 21-10175				
3/17/2022	Issued		20,000.00	20000.00
4/7/2022	Invoiced	2242-01-0222	(572.50)	19427.50
Vendor Number: 015640		Vendor Name: HUITT-ZOLLARS, INC.		
Purchase Order: 21-10176				
3/17/2022	Issued		195,960.00	195960.00
Vendor Number: 015962		Vendor Name: BIOAIR SOLUTIONS, LLC		
Purchase Order: 21-10177				
3/17/2022	Changed		181.00	181.00
4/18/2022	Issued		2,626.78	2807.78
Vendor Number: 014475		Vendor Name: HUBER TECHNOLOGY		
Purchase Order: 21-10178				
3/18/2022	Issued		31,010.46	31010.46

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 014663		Vendor Name: PHOENIX CIVIL ENGINEERING, INC.		
Purchase Order: 21-10179				
3/21/2022	Issued		979,380.00	979380.00
Vendor Number: 015717		Vendor Name: INTERNATIONAL ENVIRONMENTAL CORPORATION		
Purchase Order: 21-10180				
3/21/2022	Issued		7,400.00	7400.00
3/24/2022	Invoiced	7665	(7,400.00)	0.00
Vendor Number: 012728		Vendor Name: ZAMBELLI FIREWORKS		
Purchase Order: 21-10181				
3/21/2022	Issued		30,000.00	30000.00
4/7/2022	Invoiced	#518871	(12,500.00)	17500.00
Vendor Number: 015717		Vendor Name: INTERNATIONAL ENVIRONMENTAL CORPORATION		
Purchase Order: 21-10182				
3/22/2022	Issued		25,500.00	25500.00
3/24/2022	Invoiced	7640	(6,000.00)	19500.00
3/24/2022	Invoiced	7641	(19,500.00)	0.00
Vendor Number: 011389		Vendor Name: TYLER TECHNOLOGIES, INC		
Purchase Order: 21-10183				
3/22/2022	Issued		9,209.19	9209.19
4/7/2022	Invoiced	025-370972	(9,209.19)	0.00
Vendor Number: 015717		Vendor Name: INTERNATIONAL ENVIRONMENTAL CORPORATION		
Purchase Order: 21-10184				
3/22/2022	Issued		31,900.00	31900.00
4/21/2022	Invoiced	7710	(31,900.00)	0.00
Vendor Number: 015438		Vendor Name: ENCOMPASS CONSULTANT GROUP		
Purchase Order: 21-10186				
3/24/2022	Issued		4,750.00	4750.00
Vendor Number: 015632		Vendor Name: EARTH SYSTEMS PACIFIC		
Purchase Order: 21-10187				
3/24/2022	Issued		17,700.00	17700.00
Vendor Number: 015970		Vendor Name: ESSENTIAL PACKS LLC		
Purchase Order: 21-10188				
3/29/2022	Issued		4,015.96	4015.96
Vendor Number: 015438		Vendor Name: ENCOMPASS CONSULTANT GROUP		
Purchase Order: 21-10189				
3/30/2022	Issued		61,002.00	61002.00
Vendor Number: 015438		Vendor Name: ENCOMPASS CONSULTANT GROUP		
Purchase Order: 21-10190				
3/30/2022	Issued		86,997.00	86997.00
Vendor Number: 013815		Vendor Name: PATRIOT ENVIRONMENTAL SERVICES		
Purchase Order: 21-10191				
4/1/2022	Issued		27,997.20	27997.20
Vendor Number: 015969		Vendor Name: CALIFORNIA ARBOR CARE INC.		
Purchase Order: 21-10192				
4/4/2022	Issued		11,200.00	11200.00

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015977		Vendor Name: INSULATION LABS		
Purchase Order: 21-10193				
4/5/2022	Issued		18,253.61	18253.61
4/5/2022	Changed		1,800.00	20053.61
Vendor Number: 011089		Vendor Name: CAROLLO ENGINEERS		
Purchase Order: 21-10194				
4/5/2022	Issued		163,569.00	163569.00
Vendor Number: 015900		Vendor Name: EXPRESS GLASS AND WINDOW, INC.		
Purchase Order: 21-10195				
4/6/2022	Issued		9,732.00	9732.00
Vendor Number: 010975		Vendor Name: VRSD		
Purchase Order: 21-10196				
4/7/2022	Issued		12,567.00	12567.00
Vendor Number: 013911		Vendor Name: MKN ASSOCIATES INC		
Purchase Order: 21-10197				
4/11/2022	Issued		12,503.00	12503.00
Vendor Number: 015987		Vendor Name: MAINTSTAR, INC.		
Purchase Order: 21-10198				
4/11/2022	Issued		97,500.00	97500.00
Vendor Number: 014475		Vendor Name: HUBER TECHNOLOGY		
Purchase Order: 21-10199				
4/12/2022	Issued		6,495.00	6495.00
Vendor Number: 015829		Vendor Name: MANUFACTURERS EDGE INC.		
Purchase Order: 21-10200				
4/13/2022	Issued		1,739.04	1739.04
Vendor Number: 014475		Vendor Name: HUBER TECHNOLOGY		
Purchase Order: 21-10201				
4/14/2022	Issued		4,334.78	4334.78
Vendor Number: 015985		Vendor Name: F H PUMPS, INC.		
Purchase Order: 21-10202				
4/14/2022	Issued		8,172.88	8172.88
Vendor Number: 015989		Vendor Name: MERCHANT MCINTYRE & ASSOCIATES, LLC		
Purchase Order: 21-10203				
4/15/2022	Issued		30,000.00	30000.00
4/21/2022	Invoiced	109-2022-004	(6,000.00)	24000.00
Vendor Number: 015993		Vendor Name: NORTH AMERICAN RESCUE LLC		
Purchase Order: 21-10204				
4/18/2022	Issued		2,284.25	2284.25
Vendor Number: 011373		Vendor Name: B&H PHOTO-VIDEO		
Purchase Order: 21-10205				
4/19/2022	Issued		13,258.95	13258.95
4/19/2022	Changed		0.00	13258.95

Purchase Order Activity Report

Issued Date Range 07/01/2021 - 04/28/2022

Date	Activity Type	Payable ID	Activity Amount	Balance
Vendor Number: 015980		Vendor Name: GANDARA, KATHY M.		
Purchase Order: 21-10206				
4/19/2022	Issued		8,501.81	8501.81
4/21/2022	Invoiced	409	(8,501.81)	0.00
Vendor Number: 015972		Vendor Name: FOUR STAR INVESTIGATIONS, LLC		
Purchase Order: 21-10207				
4/19/2022	Issued		6,849.91	6849.91
4/21/2022	Invoiced	AI-22-002	(6,849.91)	0.00
Vendor Number: 015997		Vendor Name: PM & JM LLC		
Purchase Order: 21-10208				
4/20/2022	Issued		6,949.88	6949.88
Vendor Number: 010689		Vendor Name: SANTA PAULA CHAMBER OF COMMERCE		
Purchase Order: 21-10209				
4/20/2022	Issued		10,000.00	10000.00
4/21/2022	Invoiced	1294	(10,000.00)	0.00
Vendor Number: 015976		Vendor Name: DR MARIA CHURCH INTERNATIONAL LLC		
Purchase Order: 21-10210				
4/21/2022	Issued		5,900.00	5900.00
4/21/2022	Invoiced	000192022	(5,900.00)	0.00
Vendor Number: 011389		Vendor Name: TYLER TECHNOLOGIES, INC		
Purchase Order: 21-10211				
4/21/2022	Issued		18,256.72	18256.72
Vendor Number: 015633		Vendor Name: M6 CONSULTING, INC.		
Purchase Order: 21-10212				
4/28/2022	Issued		27,825.00	27825.00
Vendor Number: 014369		Vendor Name: GSI WATER SOLUTIONS, INC.		
Purchase Order: 21-20000				
11/2/2021	Issued		6,980.00	6980.00
1/27/2022	Invoiced	00694.008 - 1	(4,943.55)	2036.45
3/10/2022	Invoiced	00694.008 - 2	(1,705.00)	331.45
4/7/2022	Invoiced	00694.008 - 3	(175.00)	156.45
Vendor Number: 012895		Vendor Name: MNS ENGINEERS, INC.		
Purchase Order: 7-10530-R2				
7/1/2021	Issued		6,465.54	6465.54

RESOLUTION NO. 7400

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA, AMENDING THE CITY'S OPERATING AND CIP BUDGET FOR FISCAL YEAR 2021/22.

SECTION 1: The City Council for the City of Santa Paula does resolve as follows:

- A. The City Council adopted the Operating Budget and Capital Improvement program for Fiscal Year 2021/22 on June 23, 2021,
- B. City Council received a Third Quarter fiscal update on May 4, 2022,
- C. Current revenue projections for various line items vary from the adopted Fiscal Year 2021/22 budget.

SECTION 2: The City Manager, has proposed a budget adjustment as described in the Council report dated May 4, 2022 for Fiscal Years 2021/22 based on the determination by the City Manager that various items require immediate attention.

SECTION 3: The City of Santa Paula's operating and CIP Budget for Fiscal Year 2021/22 is hereby amended as follows:

GENERAL LEDGER	DESCRIPTION	CREDIT	DEBIT
100-4-1000-1150	BUILDING PERMITS		100,000
100-4-1000-1170	PLUMBING PERMITS	15,000	
100-4-1000-1180	MECHANICAL PERMITS	5,000	
100-4-1000-1240	ENERGY PERMITS	5,000	
100-4-1000-5032	INSPECTION FEES		50,000
100-4-1000-5036	APPLICATION PROCESSING FEE	10,000	
100-4-1000-5063	MISC-DEPARTMENT REIMB	10,000	
100-4-3000-5030	PLAN CHECK FEES		15,000
100-4-4500-5063	MISC-DEPARTMENT REIMB	200,000	
100-4-4500-6106	WORKERS' COMP REIMB-MISC.		57,000
100-4-5000-1201	PERMIT ISSUANCE, INSPECT/MAP		25,000
100-4-7500-0600	BUSINESS LICENSE FEE		10,000
100-4-7500-3010	INVESTMENT EARNINGS	30,000	
100-4-7500-3030	RENTS AND CONCESSIONS		40,000
100-4-7500-4013	VEHICLE LIC FEE COLL IN EXCESX		12,000
100-4-7500-4015	PROPERTY TAX PMT IN LIEU		15,000
100-5-0504-203	PROF/CONTR SVCS-LEGAL	50,000	
100-5-0504-217	PROF/CONTR SVCS-GEN INVEST	50,000	

100-5-0511-209	PROF/CONTR SVCS-OTHER	20,000
100-5-0512-209	PROF/CONTR SVCS-OTHER	1,000
100-5-4501-003	SALARIES-OVERTIME	200,000
104-4-7500-0151	MEASURE T 1% SALES TAX	85,000
104-5-1502-002	SALARIES-PART TIME	30,000
104-5-1502-610	EQUIPMENT-NEW	40,000
104-5-1531-209	PROF/CONTR SVCS-OTHER	30,000
104-5-9285-660	IMPROV OTHER THAN BLDGS-REHAB	360,000
104-5-9329-620	BUILDINGS-NEW	250,000
104-5-9330-620	BUILDINGS-NEW	75,000
115-4-1500-5401	YOUTH TEEN PROGRAMS	20,000
219-4-7500-0760	INCLUSIONARY HSING ORD IMP	170,000
219-5-9093-502	CONTRIBUTIONS-OTHER AGENCIES	170,000

**Credits increase revenue and decrease expense budgets. Debits decrease revenue and increase expense budgets.*

SECTION 4: The City Clerk will certify to the passage and adoption of this Resolution; will enter the same in the book of original Resolutions of said City; will make a minute of the passage and adoption thereof in the record of proceedings of the City Council of said City, in the minutes of the meeting at which the same is passed and adopted.

PASSED, AND ADOPTED, this 4th day of May, 2022.

Jenny Crosswhite, Mayor

ATTEST:

Julie Latshaw, City Clerk

Approved as to form:

John C. Cotti, City Attorney

Approved as to content:

Dan Singer, City Manager

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: John Cotti, City Attorney

Subject: ORDINANCE INCREASING CITY COUNCIL COMPENSATION

Date: May 4, 2022

Agenda Item: 12.E

RECOMMENDATION:

It is recommended that the Council:

Waive reading and introduce on first reading Ordinance No. 1317 increasing City Council compensation to \$600 per month, per member of the City Council.

BACKGROUND:

Santa Paula Municipal Code section 30.04 was adopted pursuant to the Government Code to address Council member compensation. That section authorizes the Council to set its monthly compensation as allowed by State law. In 1966, the City Council established its monthly compensation at \$150. Again in 1982, pursuant to Ordinance No. 785, the City Council increased its monthly compensation to \$300.

Over the course of two meetings, February 16, 2022 and April 20, 2022, the City Council considered increasing City Council compensation either by ordinance or by ballot measure and analyzed the pros and cons of each. Ultimately, the City Council directed the City Attorney to draft a proposed Ordinance increasing City Council compensation to \$600 per month, per member of the City Council.

ANALYSIS:

To increase compensation by ordinance, the City Council can designate a salary amount in an Ordinance; however, the amount is limited by statute.

Government Code Section 36516(c) states:

“Compensation of council members may be increased beyond the amount provided in this section by an ordinance or by an amendment to an ordinance but the amount of the increase *may not exceed an amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary* in effect when the ordinance or amendment is enacted. No salary ordinance shall be enacted or amended which provides for automatic future increases in salary.” (Emphasis added.)

Any increase may not be compounded – it is one calculation based on the total number of years. (See Gov. Code, § 36516(a)(4)). Thus, since the City Council's salary is \$300 per month and there has been no increase in 40 years, an ordinance could be adopted setting the salary at up to \$900 per month.

At the April 20, 2022 City Council meeting, councilmembers discussed this item and determined that an increase in compensation by ordinance could encourage qualified persons to become members of the City Council, would ensure that members of the City Council are compensated fairly and comparably to city council members of other cities, and would avoid the expense of putting a measure on the ballot. Councilmembers discussed increasing the salary to \$600 a month, which would be similar to some nearby cities and would represent a middle ground between the current \$300 per month and the Government Code-permitted \$900 per month.

Pursuant to City Council direction, the proposed ordinance would increase City Council compensation to \$600 per councilmember per month. This increase would take effect at the beginning of the new City Council term following the November 2022 election.

STRATEGIC PLAN:

None.

FISCAL IMPACTS:

If approved, the increased City Council salaries would result in an additional \$18,000 expense from the general fund annually, beginning in 2023.

OPTIONS:

In addition to the recommended action, the City Council can:

1. Decline to introduce the ordinance and leave Council compensation at the current level of \$300 per month, per member of the City Council;
2. Revise the amount of the increase specified in the proposed Ordinance; or
3. Continue the item for further research and review.

ATTACHMENTS:

[Santa Paula - Ordinance re City Council Compensation Increase-c1.docx](#)

ORDINANCE NO. 1317

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA, INCREASING COMPENSATION FOR MEMBERS OF THE CITY COUNCIL

The City Council of the City of Santa Paula does ordain as follows:

SECTION 1. *Findings.* The City Council finds as follows:

- A. The City of Santa Paula, California (the "City") is a general law city organized and existing under the Constitution and laws of the State of California.
- B. California Government Code section 36516 provides a method by which salaries for members of the City Council are established and increased.
- C. California Government Code Section 36516(a) authorizes the City Council to enact an ordinance providing that each member of the City Council shall receive a salary based on the population of the City.
- D. California Government Code Section 36516(a)(4) further authorizes the salary of members of the City Council to be increased beyond the amount based on the population of the City, so long as such increase does not exceed an amount equal to five percent (5%) for each calendar year from the operative date of the last adjustment of salary.
- E. Section 30.04 of the City of Santa Paula Municipal Code authorizes the City Council to provide by ordinance that each member of the City Council receive a prescribed salary, the amount of which is based upon the population of the City, and can be increased according to California law.
- F. The salary of the City Council, adopted in 1982 pursuant to Ordinance No. 785, is currently set at Three Hundred Dollars (\$300.00) per month, per member of the City Council.
- G. The City Council has not elected to increase or adjust the salary for the City Council in forty years since it was last set in 1982.
- H. In order to encourage qualified persons to become members of the City Council and to ensure that members of the City Council are compensated fairly and comparably to city council members of other cities, it is in the best interests of the City to increase the salary of the members of the City Council.
- I. All other legal prerequisites to the adoption of this Ordinance have occurred.

SECTION 2. *Incorporation of Recitals.* The above recitals are true and correct and are incorporated herein by this reference.

SECTION 3. *Repeal.* Ordinance No. 785 is hereby repealed, effective January 1, 2023.

SECTION 4. *City Council Compensation.* The City Council hereby authorizes an increase in compensation for the members of the City Council as follows:

Pursuant to Section 36516 of the California Government Code, compensation shall be paid in the amount of Six Hundred Dollars (\$600.00) per month, per member of the City Council of the City of Santa Paula. The compensation prescribed herein is and shall be exclusive of any amounts payable to each member of the City Council as reimbursement for actual and necessary expenses incurred in the performance of official duties for the City of Santa Paula pursuant to the provisions of California Government Code Section 36514.5, as amended from time to time. Such reimbursement shall be as established in accordance with reimbursement policy adopted by the City Council.

SECTION 5. *Effective Date.* This Ordinance shall take effect thirty (30) days after its adoption. However, pursuant to Government Code section 36516.5, the increase set forth in Section 4 shall not become effective until the commencement of a new term for any member of the City Council, which will occur on January 1, 2023. Prior to this date, the salary for Councilmembers set forth in Ordinance No. 785 in the amount of \$300 per month per councilmember shall remain in effect.

SECTION 6. *California Environmental Quality Act.* The City Council finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15061(c)(3) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment), 15060(c)(3) and 15378 (the activity is not a project under CEQA) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 7. *Severability.* If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every section, subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 8. *Certification and Publication.* The City Clerk of the City of Santa Paula shall certify to the adoption of this Ordinance and cause publication to occur in a newspaper of general circulation and published and circulated in the City in a manner permitted under California Government Code Section 36933.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Santa Paula, California on the ___ day of _____, 2022.

JENNY CROSSWHITE, MAYOR

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

John C. Cotti, City Attorney



Santa Paula City Council Tentative Agenda Schedule

DEPARTMENT	MEETING DATE	Wednesday, May 18, 2022
Admin	5/18/2022	City Manager Department Report
CM		Community Choice Aggregation Discussion
Fire		Ventura County Fire Department Report
CDD		Housing Element
Finance		Bank Loan Options
PW		Mesa Tank Replacement Plan
PW		VRSD WRF Amendments
Finance		Contract Award for User and DIF Study
		Wednesday, June 1, 2022
P&R	6/01/2022	Parks & Recreation Commission – Ordinance Change
PW		Public Works Department Report
PW		HGAD Benefit Assessment
PW		Hillsborough Openspace
P&R		Parks & Recreation Commission –Introduce Ordinance
		STUDY SESSION TOPICS
Admin		No Smoking Ordinance
CDD		Cultural Arts Council
Admin		Homelessness Discussion
P&R		Oil Museum Options
Admin		Diversity, Equity and Inclusion Workshop
		FUTURE AGENDA ITEMS
Admin		SoCal Edison discussion on rates
CDD		Franchise esVolta – Public Hearing
CDD		Housing Element Adoption
CDD		Inclusionary Housing DIF
P&R		Teague Park Restroom Construction Contract
Admin		ARPA 2 nd Tranche Allocation
Clerk		Election Consolidation
CDD		Cannabis Processing Ordinance