

CITY COUNCIL
Alma Hernandez, Mayor
Princess Washington, Mayor Pro Tem
Jenalee Dawson, Councilmember
Marlon L Osum, Councilmember
Amit Pal, Councilmember



CITY COUNCIL MEETING

A G E N D A
SPECIAL MEETING OF THE SUISUN CITY COUNCIL,
SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,
AND SUISUN CITY HOUSING AUTHORITY
TUESDAY, OCTOBER 15, 2024
4:00 PM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

REVISED AGENDA

4:00 P.M. CLOSED SESSION
6:30 P.M. REGULAR MEETING

NOTICE

Pursuant to Government Code Section 54953(b) the following Suisun City Council meeting includes teleconference participation by:

- Councilmember Washington, from: Marriott Long Beach Downtown, 111 East Ocean Boulevard, Long Beach, California 90802

MEETINGS ARE HELD IN-PERSON, PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

*MEETING ID: **844 9540 5831***

CALL IN PHONE NUMBER: (707) 438-1720

REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING BY EMAILING CLERK@SUISUN.COM (PRIOR TO 4 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER (707) 438-1720

*(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

(Next Ord. No. – 812)
(Next City Council Res. No. 2024 – 135)
Next Suisun City Council Acting as Successor Agency Res. No. SA2024 - 02
(Next Housing Authority Res. No. HA2024 – 03)

4:00 P.M CLOSED SESSION

CALL TO ORDER

Mayor Hernandez

ROLL CALL

Council / Board Members

CONFLICT OF INTEREST NOTIFICATION

(Any items on the closed session agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

PUBLIC COMMENT CLOSED SESSION

(In accordance with Section 54956(a), public comments are limited to items on this closed session agenda, and to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the comment period.)

CLOSED SESSION

Pursuant to California Government Code Section 54950 the Suisun City Council will hold a Closed Session for the Purpose of:

1. CONFERENCE WITH LABOR NEGOTIATOR
 A Closed Session will be held, Pursuant to Government Code Section 54957.6, to Conduct Labor Negotiations among:
 Agency Negotiator: City Manager, Bret Prebula
 Employee Organization:
 SCEA (Suisun City Employees' Association);
 SCPOA (Suisun City Police Officers Association);
 SCPFA (Suisun City Professional Firefighters' Association);
 SCMPEA (Suisun City Management and Professional Employees' Association);
 Unrepresented Employees;
 Temporary/Part-Time Employees.

2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 A Closed Session will be held, Pursuant to Government Code Section (Paragraph (1) of subdivision (d) of Government Code section 54956.9)
 Name of Case: PLAINTIFFS PW FUND B DEVELOPMENT. LLC AND BUZZ OATES CONSTRUCTION, INC., V. DEFENDANTS SOLANO COUNTY AIRPORT LAND USE COMMISSION, COUNTY OF SOLANO, SOLANO DEPARTMENT OF RESOURCE MANAGEMENT, AND REAL PARTY IN INTEREST CITY OF SUISUN CITY. FILED IN SUPERIOR COURT OF COUNTY OF SOLANO, CASE NUMBER CU24-07026

RECESS TO CLOSED SESSION (City Manager Conference Room, City Hall)

6:30 RECONVENE OPEN SESSION

CALL TO ORDER

Mayor Hernandez

ROLL CALL

Council / Board Members

PLEDGE OF ALLEGIANCE

INVOCATION

CLOSED SESSION REPORT

Announcement of Actions Taken, if any in Closed Session.

APPROVAL OF REORDERING OF AGENDA

CONFLICT OF INTEREST NOTIFICATION

(Any items on the regular meeting agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

REPORTS (Informational items only.)

- 3. City Manager Update - (Prebula: bprebula@suisun.com).
- 4. City Attorney Report - (Enright).

PUBLIC COMMENT

(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

- 5. Proclamations Presented at Meeting - (Hernandez: ahernandez@suisun.com):
Proclamation Recognizing National Hispanic Heritage Month.
- 6. Presentation on Solano County Point in Time (PIT) Count 2024 - (Goltiao: jgoltiao@suisun.com).

COUNCIL COMMENTS

- 7. Council/Board Member Updates.

CONSENT CALENDAR

Consent calendar items requiring little or no discussion may be acted upon with one motion.

City Council

- 8. Council Adoption of Resolution No. 2024-___: Approving and Authorizing the City Manager to Enter into a Contract with S. H. Mechanical Inc. for the Fire Department Heating,

Ventilation, and Air Conditioning (HVAC) Replacement - (Vue: nvue@suisun.com).

9. Council Adoption Resolution No. 2024-___: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with Pro-Ex Construction, Inc. for the City Hall Water Damage Mitigation Project.- (Vue: nvue@suisun.com).
10. Council Adoption of Resolution No. 2024-___: Authorizing the Purchase of a Metal Building Kit from Viking Manufacturing, Inc. - (Vue: nvue@suisun.com).
11. Council Adoption of Ordinance No. 811: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Blossom Avenue Apartments) (Introduced and Waived October 1, 2024) - (Vue: nvue@suisun.com).
12. Council Adoption of Resolution No. 2024-___: Authorize Payment in the Amount of \$71,599.33 to Riverview International Trucks, LLC. for Repairs and Annual Testing on Truck 47 - (Lopez: bllopez@suisun.com).
13. Council Adoption of Resolution No. 2024-___: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's Behalf with Equity and Wellness Institute for the Community Outreach and Equity Assessment Report for the Public Fishing Dock Planning Project - (Hull: jhull@suisun.com).
14. Council Adoption of Resolution No. 2024-___: Adopting the 3rd Amendment to the Annual Appropriation Resolution No. 2024-87 to Appropriate Park Development Funds for Heritage Park Enhancement Project - (Deol: ldeol@suisun.com).
15. Council Adoption of Resolution No. 2024-___: Accepting the Annual Comprehensive Financial Report (ACFR), the Report of Federal Awards in Accordance with OMB Circular A-133, and the Measure S General Transactions and Use Tax Audit for Fiscal Year 2022-2023 - (Deol: ldeol@suisun.com).
16. Council Adoption of Resolution No. 2024-___: Amending the Norms and Procedures and Relevant Policies - (City Attorney).

Joint City Council/Housing Authority

17. Fiscal Year 2022-23 Year End Budget Amendments - (Deol: ldeol@suisun.com):
 - a. Council Adoption of Resolution No. 2024-___: Adopting the 4th Amendment to the Annual Appropriation Resolution No. 2022-90 to Appropriate Funding in Various Programs Citywide to Meet Actual Fiscal Year 2022-23 Obligations Pursuant to Audit Determinations; and
 - b. Housing Authority Board Adoption of Resolution No. HA 2024-___: Adopting the 1st Amendment to the Annual Appropriation Resolution No. HA 2022-01 to Appropriate Additional Funding to Meet Actual Fiscal Year 2022-23 Obligations Pursuant to Audit Determinations.

Joint City Council / Suisun City Council Acting as Successor Agency / Housing Authority

18. Adopting a Financial Policy for the City/Agency/Authority - (Deol: Ideol@suisun.com):
 - a. Council Adoption of Resolution No. 2024-___: Adopting a Revised City Budget Policy to Reflect Technical and Administrative Updates; and
 - b. Agency Adoption of Resolution No. SA 2024-___: Adopting a Revised City Budget Policy to Reflect Technical and Administrative Updates; and
 - c. Housing Authority Board Adoption of Resolution No. HA 2024-___: Adopting a Revised City Budget Policy to Reflect Technical and Administrative Updates.

Joint City Council/Suisun City Council Acting as Successor Agency

19. Council/Agency Approval of September 2024 Accounts Payable and Payroll Warrants - (Deol: Ideol@suisun.com).

PUBLIC HEARING - NONE

GENERAL BUSINESS

20. **HEARING:** Council Adoption of Resolution No. 2024-___: Placing Liens for Unpaid Waste Collection Service Charges on Certain Lands Situated in the City of Suisun City, County of Solano, State of California - (Deol: Ideol@suisun.com).

REPORTS: (Informational items only)

21. Non-Discussion Items.

ADJOURNMENT

Public Access To Agenda Documents

A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council, are available for public review at least 72 hours prior to a Council/Agency/Authority Meeting at Suisun City Hall 701 Civic Center Blvd., Suisun City. Agenda related writings or documents provided to a majority of the Council/Board/Commissioners less than 72 hours prior to a Council/Agency/Authority meeting related to an agenda item for the open session of this meeting will be made available for public inspection during normal business hours. An agenda packet is also located at the entrance to the Council Chambers during the meeting for public review. The city may charge photocopying charges for requested copies of such documents. To the extent feasible, the agenda packet is available for online public viewing on the City's website: <https://www.suisun.com/Government/City-Council/Agendas>

The City Council/Agency/Authority hopes to conclude its public business by 10:00 p.m. No new items will be taken up after 10:00 p.m., unless so moved by a majority of the City Council, and any items remaining will be agendized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.

Accommodations

If you require an accommodation to participate in this meeting, please contact the City Clerk at (707) 421-7302 or clerk@suisun.com. The City's reasonable accommodation policy is available for review on the City's website at www.suisun.com/government/city-council/, you may request an electronic copy or have a copy mailed to you. Please note that for accommodations that are not readily available, you must make your request as soon as you can prior to the

time of the meeting.

Decorum

All participants are expected to conduct themselves with mutual respect. Conduct that disrupts meetings will be addressed in accordance with Section 54957.95 of the Government Code.

Ordinances

Ordinances are city laws contained in the Suisun City Municipal Code. Enacting a new city law or changing an existing one is a two-step process. Government Code 36934 provides, except when, after reading the title, further reading is waived by regular motion adopted by majority vote all ordinances shall be read in full either at the time of introduction or passage; provided, however, that a reading of the title or ordinance shall not be required if the title is included on the published agenda and a copy of the full ordinance is made available to the public online and in print at the meeting prior to the introduction or passage.

Certification Of Posting

Agendas for regular and special meetings are posted in accordance with the Brown Act at Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including:

- Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA;
- Joe Nelson Center, 611 Village Drive, Suisun City, CA;
- Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda was posted and available for review, in compliance with the Brown Act.

Office of the Mayor
Suisun City, California

Proclamation



WHEREAS, National Hispanic Heritage Month, known as “Mes de Herencia Hispana”, is celebrated nationwide from September 15th through October 15th each year. The observation started in 1968 as Hispanic Heritage Week and was expanded by President Ronald Reagan in 1988, to cover the month at which it is celebrated today; and

WHEREAS, the City of Suisun City is committed to recognizing Hispanic/Latino and Latinx culture and heritage as an important part of the city and its strong, inclusive community; and

WHEREAS, Chelu Car Club Fairfield/Suisun Chapter is a non-profit car club organization that has supported cultural pride and community involvement, playing a pivotal role in the success of Suisun City's first and second annual Cinco de Mayo celebrations; and

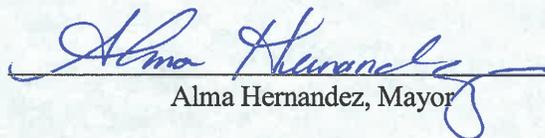
WHEREAS, Chelu Car Club, in addition to civic engagement, showcases various customized lowriders. Lowriding is a Latino/a tradition that originated in the 1940s as a way for Mexican American communities to express themselves and challenge mainstream ideals. Mexican Americans returning from World War II used their military skills to customize their cars. In the 1970s, lowriding took on a political tone during the Chicano Movement, and was linked to civil rights marches and community events; and

WHEREAS, Chelu Car Club continues to set a positive example by not only preserving and celebrating Hispanic culture but also contributing to the support of our local youth by hosting an annual dress for success event in which Suisun City students are partnered with community leaders to go back-to-school shopping at Suisun City Walmart with each receiving a \$100 gift card to select their back-to-school items.

NOW, THEREFORE, I, Alma Hernandez, on behalf of the City of Suisun City and City Council, do hereby recognize and celebrate Chelu Car Club during Hispanic Heritage Month for their invaluable contributions to our city's culture, leadership, and community spirit.



In witness whereof I have hereunto set my hand and caused this seal to be affixed.


Alma Hernandez, Mayor

ATTEST: _____

DATE: October 15, 2024



SOLANO COUNTY POINT-IN-TIME COUNT COMMUNITY REPORT 2024

1



SCOPE AND LIMITATIONS

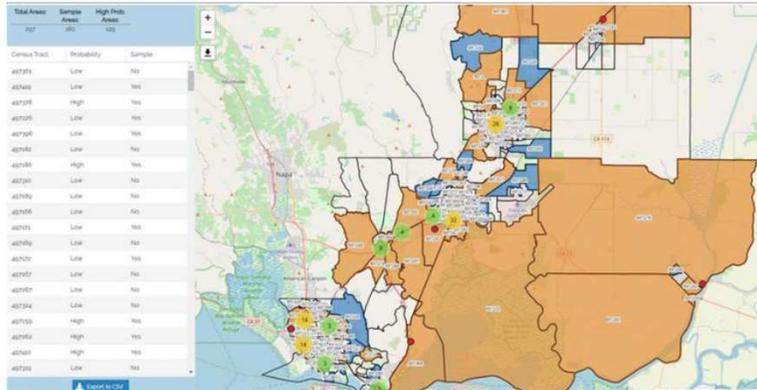
- Unsheltered Count required by HUD to take place the last 10 days of January every other year (last conducted 2022)
- Sheltered Count and Housing Inventory Count required to take place every year
- The Count was conducted in Solano the morning of January 31, 2024
- Data due to HUD May 10, 2024; HUD data review June 19-August 19, 2024
- Limitations include:
 - Utilizes HUD definition of homeless for unsheltered
 - Only one day in time
 - Fluctuations in Count can be due to coordination and number of volunteers

2

2

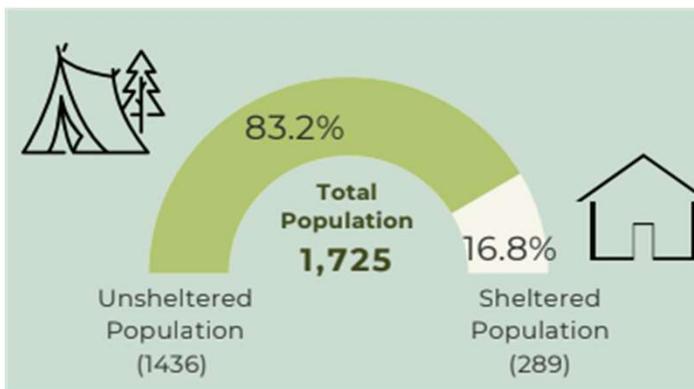
METHODOLOGY

- Countywide Coordinator
- Local Coordinator for each jurisdiction
- 216 Registered Volunteers utilizing Counting Us App
- Extrapolation methodology:
 - Canvas all high-probability areas
 - Canvas approx. half low probability areas
 - Extrapolate data to remaining low probability areas, vehicle/makeshift shelter count, non-survey respondents



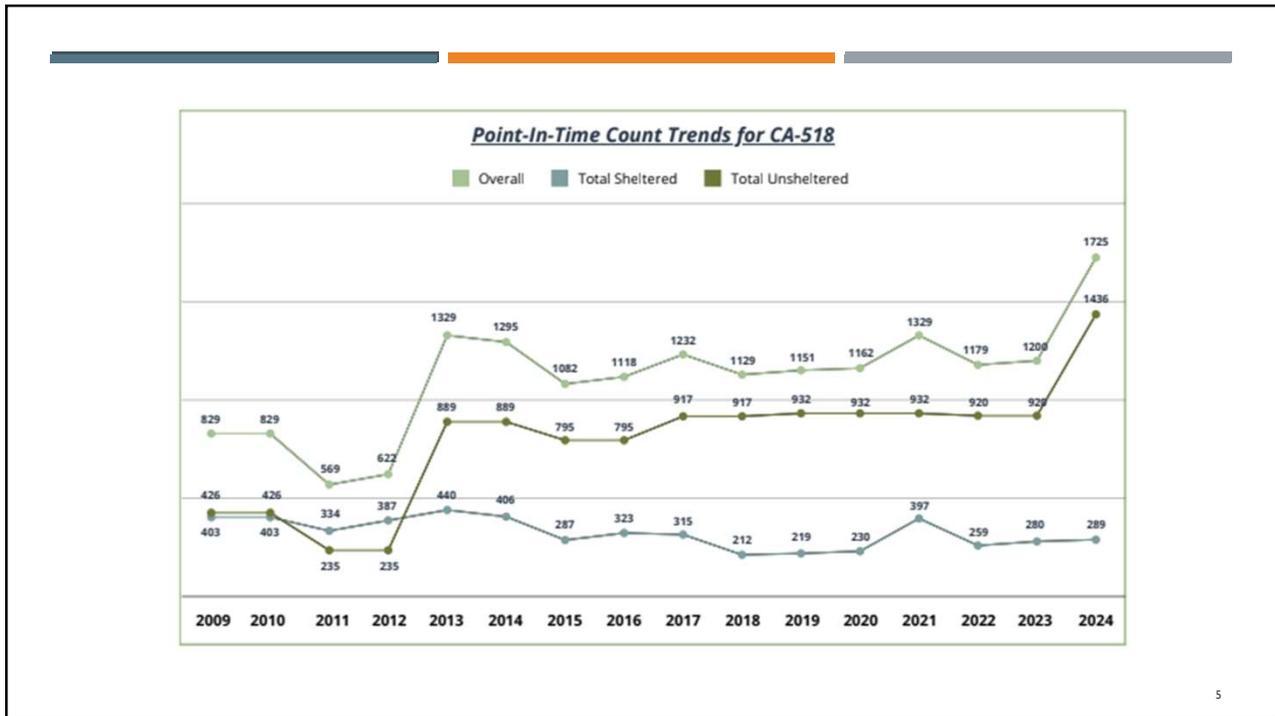
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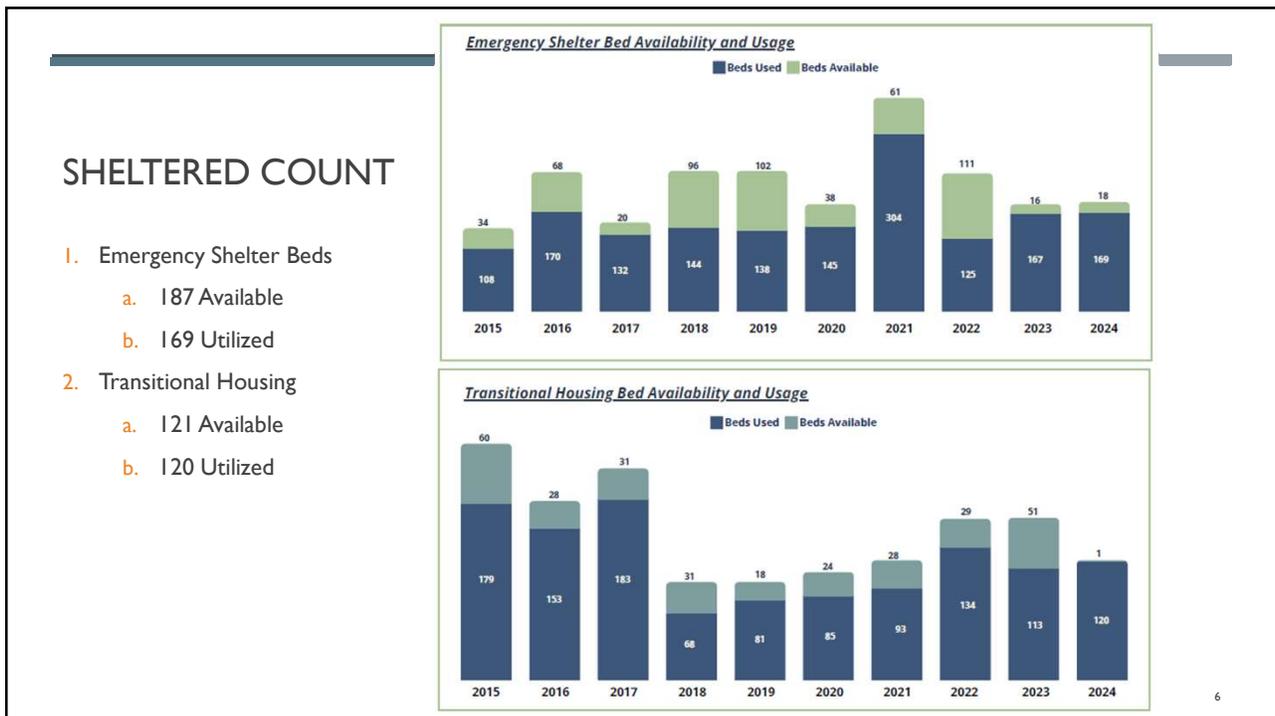


EXECUTIVE SUMMARY

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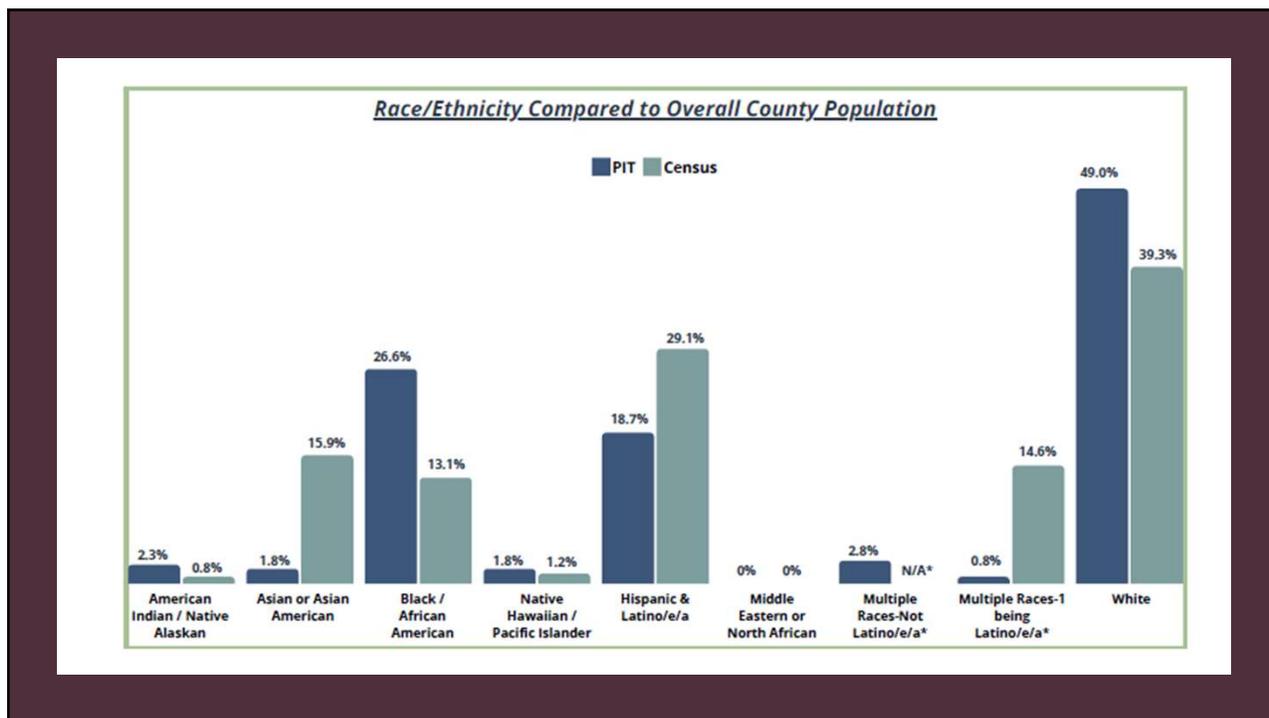
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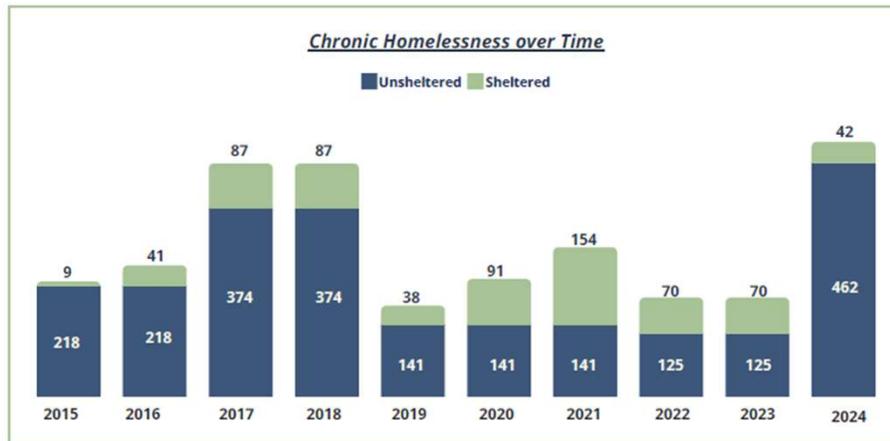
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Definition of Chronic Homelessness:

- Experienced homelessness for a year or longer or experienced at least four episodes of homelessness totaling 12 months in the last three years; AND
- Has a disabling condition that prevents them from maintaining work or housing.

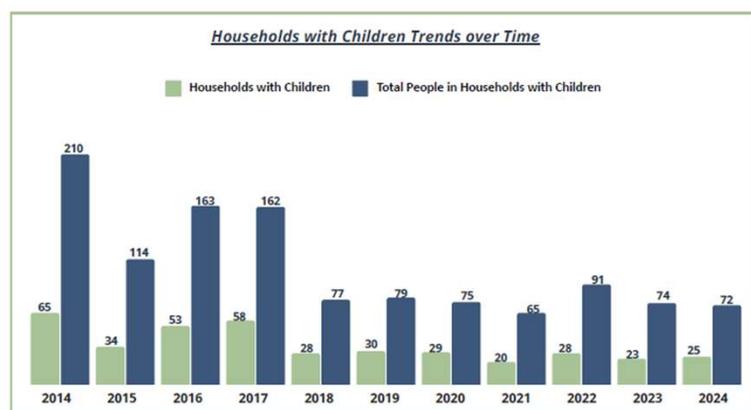


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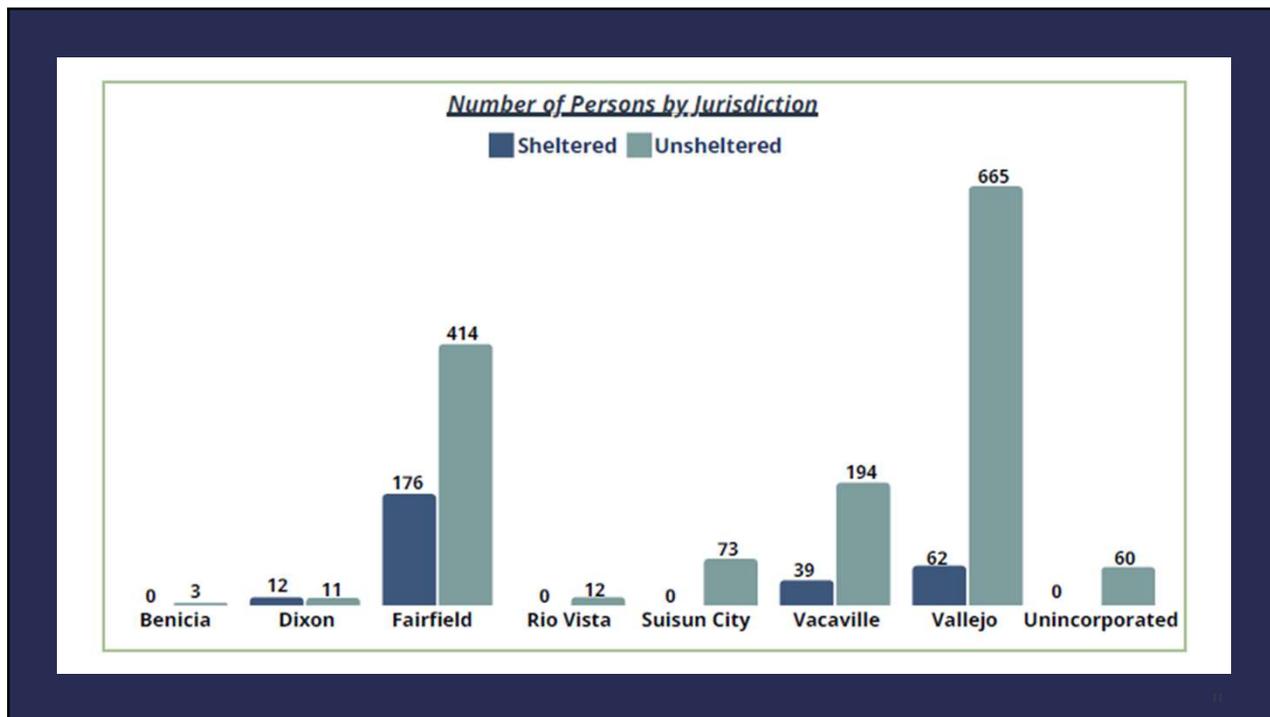
Children and Youth

- 63 people were unaccompanied youth under 25 (Out of these 3 were under 18)
- 4 parenting youth
- 25 households with children



10

10



11

SOLANO COUNTY
POINT-IN-TIME COUNT
COMMUNITY REPORT
2024

Questions?

12

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AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council Adoption of Resolution No. 2024-___: Approving and Authorizing the City Manager to Enter into a Contract with S. H. Mechanical Inc. for the Fire Department Heating, Ventilation, and Air Conditioning (HVAC) Replacement.

FISCAL IMPACT: The cost of the project is \$68,200 and funding will come from Facilities Maintenance Fund 010-3350-91431.

STRATEGIC PLAN: Provide Good Governance; Ensure Public Safety

BACKGROUND: In 2023, the City entered into a contract with S.H. Mechanical for comprehensive HVAC maintenance and services. This agreement covers quarterly and annual inspections, routine maintenance, and necessary repairs for the HVAC systems across City facilities. The contractor is authorized to perform minor repairs as part of the contract. For larger repairs or system replacements, S.H. Mechanical provides a detailed quote to the City for approval before proceeding with the work.

STAFF REPORT: In July 2024, during an inspection of the Fire Department’s furnace, S.H. Mechanical identified several critical installation deficiencies posing a potential fire hazard. The furnace system was improperly installed, with components such as the flue, cords, and wiring positioned too close to combustible materials. The gas line was also incorrectly installed, obstructing access panels, and both primary and secondary condensation pipes were improperly configured, resulting in leaks and inefficiencies. Additionally, the ductwork was not properly installed, and damage was observed in the bathroom venting, further compromising energy efficiency.

To address these concerns, S.H. Mechanical will remove the existing system and install a new Carrier 5-ton Air Handler and Carrier 5-ton Heat Pump Condenser, providing both heating and cooling for the building. They will also correct and replace the ductwork and install a new supply and return venting system. The gas line will be capped and decommissioned. These improvements will ensure a more efficient HVAC system and align with new State requirements to transition away from gas appliances.

Staff recommends that the Council authorize the City manager to enter into a contract with S. H. Mechanical for the replacement of the HVAC system.

STAFF RECOMMENDATION: Adopt Resolution No. 2024-___: Approving and Authorizing the City Manager to Enter into a Contract with S. H. Mechanical Inc. for the Fire Department Heating, Ventilation and Air Conditioning (HVAC) Replacement.

DOCUMENTS ATTACHED:

1. Resolution No. 2024-___: Approving and Authorizing the City Manager to Enter into a Contract with S. H. Mechanical Inc. for the Fire Department Heating, Ventilation and Air Conditioning (HVAC) Replacement.
2. S. H. Mechanical Quote and Notes.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Gemma Geluz, Administrative Technician
Gemma Geluz, Administrative Technician
Nouae Vue, Public Works Director

ATTACHMENTS:

1. [Reso No. 2024- Approving & Authorizing CM to Enter Contract for Fire Dept HVAC Replacement.docx](#)
2. [S.H. Mechanical Quote and Notes.pdf](#)

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY APPROVING AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH S. H. MECHANICAL INC. FOR THE FIRE DEPARTMENT HEATING, VENTILATION AND AIR CONDITIONING (HVAC) REPLACEMENT.

WHEREAS, the City has a Heating, Ventilation and Air Conditioning (HVAC) contract with S. H. Mechanical for maintenance and repair services for City facilities; and

WHEREAS, the during the quarterly maintenance at the Fire Station, the gas furnace system was found to be installed incorrectly and is presenting a fire hazard, and

WHEREAS, S. H. Mechanical submitted a quote to replace the gas furnace with a heat pump condenser for \$68,200, and

WHEREAS, the heat pump condenser system will be replacing the gas furnace and HVAC unit creating a more efficient system that will be correctly installed to Code, and

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby approves and authorizes the City Manager, to Enter into a Contract with the S. H. Mechanical for Fire Department Heating, Ventilation and Air Conditioning (HVAC) Replacement.

PASSED AND ADOPTED at a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 15th day of October 2024, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 15th day of October 2024.

Anita Skinner
City Clerk

SH MECHANICAL INC.



DBE, SB-PW, WMBE, WOSB, EDWOSB and 8(a) certified company
California License No. 943149, classifications B, C-4, C-10, C-20, and C-38

9/3/2024

SCOPE LETTER

Attn: Gemma Geluz / City of Suisun
Subject: Suisun City Fire Department HVAC Replacement
SHM Bid #: 24-840-GISH

Dear Ms. Geluz,

SH Mechanical, Inc. is pleased to offer this Lump Sum proposal to provide supervision, labor, material, equipment, and tools for the **SC FD HVAC Replacement** project. This project is based on conditions found during quarterly maintenance.

New Equipment Detail:

- (1) Carrier 5-ton Air Handler
- (1) Carrier 5-ton Heat Pump Condenser

SCOPE OF WORK:

- Lockout/Tagout of existing equipment
- Disconnect existing electrical, plumbing, and sheet metal
- Remove and dispose of 1) gas furnace and 1) evaporator coil located in the attic
- Install 1) Carrier air handler with low supplemental heat and secondary drain pan in the same location
- Reconnect to existing electrical, plumbing, and sheet metal
- Reuse existing conductors and replace breaker with new double pole breaker
- Cap existing gas line and remove flue piping
- Replace existing programable thermostat
- Remove and dispose of existing ducting and GRD
- Install new ducting and GRD
- Install additional supply and return ducting / GRD for areas not covered by existing ducting
- Recover the refrigerant and disconnect the electrical and plumbing from the existing condenser
- Remove and dispose of the existing condenser
- Install a new heat pump condenser in the same location
- Chemically clean the existing refrigerant line set
- Reconnect to existing electrical and plumbing
- Replace the existing disconnect with a new outdoor rated fusible disconnect.
- Complete startup of all installed equipment
- Replace damaged ceiling tiles from scope of work
- Repair drywall damaged from scope of work.
- Remove debris
- Leave site broom clean
- Provide client with O&M Manuals

PRICE:

The Lump Sum Price for this project is..... \$68,200.00

Assumptions/Clarifications:

Ph (707)287-7982 shacker@shmechanicalinc.com
231 Travis Court, Suisun City, CA 94585

- a. Construction site access and parking will be provided by others.
- b. No special coatings on HVAC equipment or components.
- c. City Building Permit allocated at \$200.00. Customer responsible for cost exceeding allocated amount.
- d. Labor rate accounts for current CA Prevailing Wage determination

Exclusions:

1. Plumbing, Refrigerant, and Condensate Piping [unless otherwise noted]
2. Overtime and premium time [except as noted above].
3. Third Party T24 Acceptance/commissioning Testing
4. Electrical *Line voltage and low voltage* wiring, conduits and disconnects. [unless otherwise noted].
5. Demolition/Removal [except as noted above].
6. General Contracting work: structural reinforcing or calculations, painting, concrete cutting, patching, concrete and other housekeeping pads, framing, ceiling work, drywall enclosures, roofing and rated access doors, Scaffolding.
7. BAS or EMS for building other than HVAC [i.e. lighting, site, etc.]
8. Detection, abatement, encapsulation or removal of asbestos or products, materials or equipment containing asbestos.
9. Any existing deficiencies or missing HVAC devices in the base building mechanical system.
10. Re-insulation of existing duct systems to meet current Title 24 energy codes.
11. Existing electrical and control terminations or control interfaces.
12. Any costs associated with repairing or replacing existing mechanical systems or controls. Not included in this scope of work.
13. Relocation of existing lights, sprinkler pipe and other items necessary for completion of this project.
14. Mechanical plan check fees and mechanical variances.
15. Protection and cleanup work including vacuum carpets, covering, or protecting furniture/computers, office equipment/items, servers, etc.
16. All fire/life safety related devices and controls including smoke evacuation controls and systems.
17. Line of sight decorative equipment enclosure.
18. Relocation of existing system components, i.e. water source heat pumps, duct mains, condensate or condenser water drain lines, etc. not shown on drawings.
19. Replacement of existing air conditioning components, systems, condensate drain lines, duct work and thermostats found inoperative or defective.
20. Payment of any fees, bonds, permits, assessments, etc.
21. Electrical engineering, Structural engineering, Civil engineering and Architectural design or modification.
22. BIM/AutoCAD shop drawings.
23. Detection, abatement, encapsulation or removal of hazardous materials or products, materials or equipment containing hazardous materials.

Please Note: **SH Mechanical, Inc.** is a merit-based shop and will not be beholden to any labor agreement, PLA, or PSA. If a labor agreement, PLA, or PSA exist, this scope letter is to be considered null and void.

SH Mechanical, Inc. current aggregate bonding capacity is approximately **\$20,000,000.00** with any single project bonding capacity up to **\$5,000,000.00**

SH Mechanical, Inc. shall not be held liable for any impacts, delays, labor overruns, material overruns and/or cost overruns related to its Work stemming from the current flu epidemic, and/or COVID-19 (Coronavirus epidemic) as defined by the United States Centers for Disease Control and Prevention. **SH Mechanical, Inc.** shall further be entitled to a change order for all time and costs associated with said epidemic(s).

Where the delivery of materials is delayed or quantities are limited because of shortages, allocations, rationing or unavailability, **SH Mechanical, Inc.** shall not be liable or responsible for any delays or damages caused thereby. When this occurs, **SH Mechanical, Inc.** shall propose substitute or alternate means of acquiring said materials and contractor and client shall negotiate an equitable price adjustment to their contract.

Due to the rapidly fluctuating price of metal and metal products, **SH Mechanical, Inc.** reserves the right to escalate/reduce the figures quoted herein should the MMPI have increased more than 3% from the date of this quote to the time of acceptance of this proposal.

Due to rapidly changing refrigerant laws, pricing, and availability, **SH Mechanical, Inc.** reserves the right to adjust the scope and investment figures contained herein should the refrigerants quoted herein become unavailable, restricted, or illegal, and/or should the cost to company increase more than 3% above the cost upon which this proposal is based.

THIS PROPOSAL IS VALID FOR THIRTY [30] DAYS FROM ABOVE DATE.

If there are any questions, please do not hesitate to call my office @ 707.287.7982 [o], 707.761.6173 [c] or e-mail: shacker@shmechanicalinc.com **SH Mechanical** operates under **California License No. 943149**, classifications B, C-4, C-10, C-20 and C-38 **DBE, SB-PW, WMBE, WOSB, EDWOSB and 8(a) certified company**

Sincerely,

Shannon Hacker
SH Mechanical, Inc.

Suisun City Fire Department 601 Pintail Dr.



Flue too close to combustibles. Burnt arch over the years.

Cords and wiring too close to flue

Gas line not installed correctly. Installed in front of access panels and no sediment trap.



Condensate drain incorrectly piped to secondary pan.

Primary condensate drain abandon



Bathroom venting crushed.

Notes: The ducting is incorrectly designed, incorrectly installed, and incorrectly balanced. This causes hot and cold spot in the building, and inefficient use of energy to heat and cool the building. The flue venting is too close to combustible items which could cause a structure fire. The condensate drains are incorrectly routed which could cause water leaks in the building.

Recommendation: Replace furnace, coil, and condenser. Remove and dispose of ducting. Patch and paint holes in sheet rock or replace ceiling tiles from incorrectly placed registers. Remove flue. Cap gas line in attic. Install new supply and return ducting with new grilles, registers, and balancing dampers. Install a 5-ton air handler with supplemental heat. Replace conductors and breaker to supply correct voltage and amperage to the new air handler. Install and correct condensate drain lines. Install new secondary drain pan and metal stands with vibration isolation. Remove and dispose of existing condenser. Rinse refrigerant piping. Install a 5 ton heat pump condenser with new fusible NEMA3R disconnect. Install new low voltage conductors between the condenser and air handler. Complete start up

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council Adoption of Resolution No. 2024-__ : Authorizing the City Manager to Enter into a Construction Contract on the City’s behalf with Pro-Ex Construction, Inc. for the City Hall Water Damage Mitigation Project.

FISCAL IMPACT: This project is budgeted included in the FY 2024-25 Adopted Budget under Public Works Major Facilities Repair department in General Fund (010-3350-93140). Sufficient funding is available for this project.

STRATEGIC PLAN: Provide Good Governance; Ensure Public Safety

BACKGROUND: This project proposes to repair the City Hall pitch roof. Every year during the rainy season, there has been leaking above the Administration Office and Finance front office. This leaking has caused damage to the City Hall offices under the leaks. The City repaired the flat roofs with a Sprayed Polyurethane Foam (SPF) system and found that we were still having leaks.

The City hired an architect firm to assess the pitch roof and design a plan for repair if necessary. After the architect’s assessment, they found that the tile roof has failed and recommended to remove all previous repairs that were completed in the past, repair the flashing, and make some adjustments to a window that is too close to the flat roof that is not to Code.

By making these repairs to the pitch roof, it will prevent any further damage to the City Hall after years of leaking.

STAFF REPORT: The construction bid documents for the Project was advertised in the Daily Republic newspaper on September 8 and again on September 15, 2024. The Engineer’s cost estimate for the Project was \$164,000.

The bids were due on October 2, 2024, at 2:00 PM. Two companies turned in bids and Pro-Ex Construction, Inc. was the lowest responsive bidder with a bid amount of \$134,000.

There are enough funds in the Public Works Facilities - Maintenance Major Facilities Repair to cover the construction costs of the Project.

Staff recommends awarding the construction contract to Pro-Ex Construction, Inc. up to the amount of \$147,400 which includes a 10% contingency of \$13,400 for City Hall Water Damage Mitigation Project.

STAFF RECOMMENDATION: Adopt Resolution No. 2024-__ : Authorizing the City Manager to Enter into a Construction Contract on the City’s behalf with Pro-Ex Construction, Inc. for the City Hall Water Damage Mitigation Project.

DOCUMENTS ATTACHED:

1. Resolution No. 2024-__ : Authorizing the City Manager to Enter into a Construction Contract on the City’s behalf with Pro-Ex Construction, Inc. for the City Hall Water Damage Mitigation Project.
2. Project Contract

PREPARED BY:

Gemma Geluz, Administrative Technician

REVIEWED BY:

Gemma Geluz, Administrative Technician

APPROVED BY:

Nouae Vue, Public Works Director

ATTACHMENTS:

1. [Resolution No. 2024- Authorizing CM to Enter Construction Contract for City Hall Water Damage Mitigation](#)
2. [Project Contract - Pro-Ex Construction, Inc..pdf](#)

RESOLUTION NO. 2024-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONSTRUCTION
CONTRACT ON THE CITY’S BEHALF WITH PRO-EX CONSTRUCTION, INC. FOR
THE CITY HALL WATER DAMAGE MITIGATION PROJECT.**

WHEREAS, the City Hall Water Damage Mitigation Project proposes repair the leaking and damage to the roof above the Administration Office and Finance Department; and

WHEREAS, the roof over the Administration Office and Finance Department have consistently leaked every year, and

WHEREAS, this Project will prevent any future leaking and keep the City Hall maintained and good condition, and

WHEREAS, the construction bid documents for the Project were advertised on September 8, 2024 and September 15, 2024, and Pro-Ex Construction, Inc was responsive lowest bidder submitting a bid amount of \$134,000.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Suisun City hereby authorizes the City Manager to enter into a construction contract on the City’s behalf Pro-Ex for the City Hall Water Damage Mitigation Project in the amount of \$134,000 and a 10% contingency of \$13,400 for a total contract amount of \$147,000.

PASSED AND ADOPTED at a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 15th day of October 2024, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 15th day of October 2024.

Anita Skinner
City Clerk

PROPOSAL
(DO NOT DETACH)

City Hall Water Intrusion Mitigation Project

For the City of Suisun City, Solano County, California.

TO THE HONORABLE CITY COUNCIL
OF THE CITY OF SUISUN CITY

The work to be done and referred to herein is in the City of Suisun City, State of California, in accordance with the Special Provisions (including the payment of not less than the minimum wage rates set forth therein) and the contract annexed hereto and also in accordance with the Standard Plans, dated May 2015, the Standard Specifications, dated May 2015, the current General Prevailing Wage Rates according to the California Department of Industrial Relations, and the current issue of the California Department of Transportation publication entitled "Labor Surcharge and Equipment Rental Rates", on file in the office of the California Department of Industrial Relations, (415) 703-4281.

Bids are submitted for the entire work. The total amount of the bid for comparison purposes will be determined on the basis of item price and then the total of individual items. The total of unit basis items will be determined by extension of the item price bid on the basis of the estimated quantity set forth for the item. The amount of the bid for comparison purposes will be the total Base Bid amount. The City will award the contract based on the Base Bid.

The bidder shall set forth for each item of work, in clearly legible figures, an item price and a total of the item in the respective spaces provided for this purpose. In the case of unit basis items, the amount set forth under the "Total" column shall be the extension of the item price bid on the basis of the estimated quantity for the item.

In case of discrepancy between the item price and the total set forth for the item, the item price shall prevail; provided, however, if the amount set forth as an item price is ambiguous, unintelligible or uncertain for any cause or is omitted, or in the case of unit basis items, is the same amount as the entry of the "Total" column, then the amount set forth in the "Total" column for the item shall prevail in accordance with the following:

1. As to lump sum items, the amount set forth in the "Total" column shall be the item price.
2. For each bid item the unit price shall be obtained by dividing the amount provided in the "Total" column by the quantity provided in the "Quantity" column.

It is hereby agreed that the undersigned, as bidder, shall furnish a Faithful Performance Bond and a Labor and Materials Bond, each in the amount of one hundred percent (100%) of the total amount of this Proposal, to the City of Suisun City and at no expense to the City, executed by a responsible surety acceptable to said City, in the event that this Proposal is accepted by said Suisun City.

If this Proposal shall be accepted and the undersigned shall fail to contract and to give the bond in the sum to be determined, with surety satisfactory to the Public Works Department of the City of Suisun City, within seven (7) calendar days after the bidder has received notice that the contract has been awarded, the Public Works

Department may, at its option, determine that the bidder has abandoned the contract, and thereupon this Proposal and the acceptance thereof shall be null and void and the forfeiture of such security accompanying this Proposal shall operate and the same shall be property of the City of Suisun City.

The undersigned, as bidder, declares that they have carefully examined the work, the attached proposed form of contract, and agrees that if this Proposal is accepted that they will contract with the City of Suisun City, in the copy of the form of contract annexed of hereto, to provide all the necessary tools, apparatus, and other means of accomplishing the work, and furnish all the materials specified in the contract in the manner and time herein prescribed, and in accordance with the requirements of the Engineer as therein set forth, and they will take in full payment thereof the following prices of the materials and work to be done completely installed/constructed to the satisfaction of the City of Suisun City, to-wit:

CONTRACTOR:

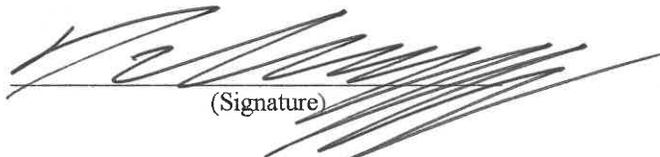
Pro-Ex Construction, Inc
(Company Name)

3223 Luyung Dr
(Business Address)

Rancho Cordova, Ca 95742
(City, State and Zip Code)

By
David Chernyy
(Print)

Secretary
(Title)


(Signature)

10/1/2024
(Date)

BID FORM – DOCUMENT 004113

FOR: SUISUN CITY HALL, WATER INTRUSION REPAIRS

CITY OF SUISUN CITY

Bid Opening: October 2, 2024 at 2:00 PM

BID TO: Electronically Via:

CITY OF SUISUN CITY
PUBLIC WORKS DEPARTMENT, 701 CIVIC CENTER
BOULEVARD

SUISUN CITY CA 94585

Gemma Geluz

ggleluz@suisun.com

BID FROM: Pro-Ex Construction, Inc
(Name of Bidder)

Pro-Ex Construction, Inc

95742 (Zip Code) Rancho Cordova (City) California (State)

Pavel Chernyy

(Contact Name)

916-970-0097

(Telephone Number)

pavel@proexconstruction.com

(Email)

Note: All portions of this Bid Form must be completed and the Bid Form must be signed before the Bid is submitted. Failure to do so will result in the Bid being rejected as non-responsive.

1.0 BIDDER'S REPRESENTATIONS

Bidder, represents that a) Bidder and all Subcontractors, regardless of tier, has the appropriate current and active Contractor's licenses required by the State of California and the Bidding Documents; b) it has carefully read and examined the Bidding Documents for the proposed Work on this Project; c) it has examined the site of the proposed Work and all Information Available to Bidders; d) it has become familiar with all the conditions related to the proposed Work, including the availability of labor, materials, and equipment; e) Bidder and all Subcontractors, regardless of tier, are currently registered with the California Department of Industrial Relations pursuant to California Labor Code Section 1725.5 and 1771.1. Bidder hereby offers to furnish all labor, materials, equipment, tools, transportation, and services necessary to complete the proposed Work on this Project in accordance with the Contract Documents for the sums quoted. Bidder further agrees that it will not withdraw its Bid within {60} days after the Bid Dcadline, and that, if it is selected as the apparent lowest responsive and responsible Bidder, that it will, within 10 days after receipt of notice of selection, sign and deliver to City of Suisun City the Agreement in triplicate and furnish to City of Suisun City all items required by the Bidding Documents. If awarded the Contract, Bidder agrees to complete the proposed Work within {NUMBER} days after the date of commencement specified in the Notice to Proceed.

2.0 ADDENDA

Bidder acknowledges that it is Bidder's responsibility to ascertain whether any Addenda have been issued and if so, to obtain copies of such Addenda from City of Suisun City's Facility at the appropriate address stated on Page 1 of this Bid Form. Bidder therefore agrees to be bound by all Addenda that have been issued for this Bid.

3.0 LUMP SUM BASE BID

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(Place figures in appropriate boxes.)

4.0 SELECTION OF APPARENT LOW BIDDER

Refer to the Instructions to Bidders for selection of apparent low bidder.

5.0 DAILY RATE OF COMPENSATION FOR COMPENSABLE DELAYS

Bidder shall determine and provide below the daily rate of compensation for any Compensable Delay caused by City of Suisun at any time during the performance of the Work. (A Facility may choose a minimum compensable delay in the best interests of the Project. If so, use the language in parentheses { } and in grey highlight.)

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multiplier (Place figures in appropriate boxes.)

The Minimum Compensable Daily Rate is \$100 per day. Failure to fill in a dollar figure for the daily rate for Compensable Delay at or greater than the Minimum Compensable Daily Rate shall rend the bid non- responsive.

The daily rate shown above will be the total amount of Contractor entitlement for each day of Compensable Delay caused by City of Suisun City at any time during the performance of the Work and shall constitute payment in full for all delay costs, direct or indirect (including, without limitation, compensation for all extended home office overhead and extended general

conditions), of the Contractor and all subcontractors, suppliers, persons, and entities under or claiming through Contractor on the Project. The number of days of Compensable Delay shown as a "multiplier" above is not intended as an estimate of the number of days of Compensable Delay anticipated by the City of Suisun City. The City of Suisun City will pay the daily rate of compensation only for the actual number of days of Compensable Delay, as defined in the General Conditions; the actual number of days of Compensable Delay may be greater or lesser than the "multiplier" shown above.

6.0 LIST OF SUBCONTRACTORS

Bidder will use Subcontractors for the Work:

Yes YES

If "yes", provide in the spaces below (a) the name, the location of the place of business, and the California contractor license number of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, or a subcontractor licensed by the state of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of 1 percent of the prime contractor's total bid, (b) the portion of the work which will be done by each subcontractor. The prime contractor shall list only one subcontractor for each such portion as is defined by the prime contractor in its bid.

(1)	(2) Subcontractor			
Portion of the Work Activity (e.g. electrical, mechanical, concrete)	Name of Business	(5) Location of Business (City)	(6) License No.	DIR Registration No.
Glazing/Concrete	Cal Pro Trim & Finish	Sacramento	891444	1000020400
Hayward	Garlis Services, Inc	Hayward	865036	1000036801 P.C.
Part of Environment				
Hazardous Remediation Part	Environmental	Sacramento	501913	1000002856

(Note: Add additional pages if required.)10.0

7.0 BIDDER INFORMATION

TYPE OF ORGANIZATION:

Corporation

(Corporation, Partnership, Individual, Joint Venture, etc.)

IF A CORPORATION, THE CORPORATION IS ORGANIZED UNDER THE LAWS OF: THE

STATE OF California

(State)

NAME OF PRESIDENT OF THE CORPORATION:

Pavel Chernyy

(Insert Name)

NAME OF SECRETARY OF THE CORPORATION:

David Chernyy

(Insert Name)

IF A PARTNERSHIP, NAMES OF ALL GENERAL PARTNERS:

(Insert Names)

CALIFORNIA CONTRACTORS LICENSE(S):

B, C-33, C-39

959719

10/31/2025

(Classification)

(License Number)

(Expiration Date)

(For Joint Venture, list Joint Venture's license and licenses for all Joint Venture partners.)

8.0 REQUIRED COMPLETED ATTACHMENTS

The following documents are submitted with and made a condition of this Bid:

1. Bid Security in the form of Bid Bond

(Bid Bond or Certified Check)

Suisun City Department of Public Works

City Hall Water Intrusion Mitigation

13.0

DECLARATION

I, David Cherniy, hereby declare that I am the
(Printed Name)

Secretary

Pro-Ex Construction, Inc

of

(Title)

(Name of Bidder)

submitting this Bid Form; that I am duly authorized to execute this Bid Form on behalf of Bidder; and that all information set forth in this Bid Form and all attachments hereto are, to the best of my knowledge, true, accurate, and complete as of its submission date.

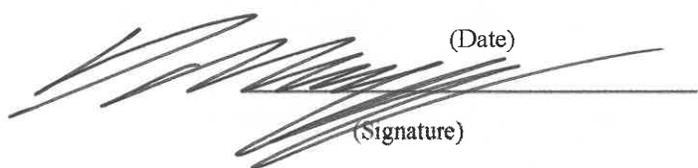
I further declare that this bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I declare, under penalty of perjury, that the foregoing is true and correct and that this declaration was executed at: Rancho Cordova (Name of City if within a City, otherwise Name of County),

in the State of California, on 10/1/2024.

(State)

(Date)


(Signature)

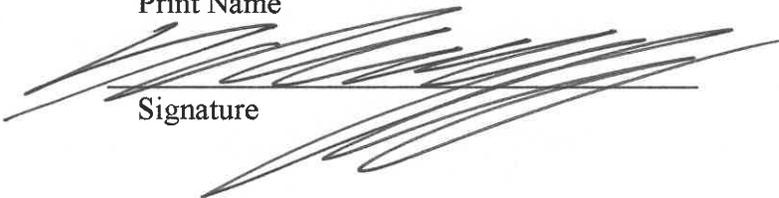
Determination of the Low Bidder will be based upon the lowest responsive Base Bid.

The undersigned declares to have carefully examined the location of the proposed work, the contract plans and specifications, and read the accompanying General and Special Provisions, and hereby proposes to furnish all materials and do all the work required to complete the said work in accordance with said contract plans, if any, and specifications, and General, Special Provisions, and Technical Specifications for the units and unit prices set forth in the schedules.

Additive Alternates shall include all associated costs and do all the work required to complete the said work in accordance with said contract plans, if any, and specifications, and General, Special Provisions and Technical Specifications, for the unit prices or lump sum set forth in the schedules.

Contractor: Pro-Ex Construction, Inc ; David Chernyy

Print Name



Signature

Date: 10/1/2024

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council Adoption of Resolution No. 2024-___: Authorizing the Purchase of a Metal Building Kit from Viking Manufacturing, Inc.

FISCAL IMPACT: There would be no impact on the General Fund for this purchase. The primary purposes of the metal building will be divided between housing and protecting the City’s new Vacuum Truck (vac truck) and housing and protecting a quantity of bagged compost. The cost of the new metal building kit will be split between the Sewer Maintenance Fund (F185) and the Solid Waste Fund (F13). Adequate funds are available in both funds in the current adopted budget to cover the costs of this purchase in the amount of \$89,633.05 and a contingency in the amount of \$57,000.

STRATEGIC PLAN: Provide Good Governance; Ensure Public Safety

BACKGROUND: With the purchase of the vac truck in July 2023, it became necessary to determine the best way to house and protect this expensive unit to ensure its longevity. After the first year of receiving a large volume of loose compost, per SB 1383 requirements, it has been determined that it is in the best interest of the City to have a portion of the required annual loose compost bagged by Republic Services prior to delivery and then to be stored in the new metal building.

STAFF REPORT: Staff has contacted four (4) metal building manufacturers for quotes on the purchase of an adequately sized metal building kit to house the City’s vac truck and to house a volume of bagged compost.

Out of the four (4) vendors contacted, only two (2) vendors responded with quotes.

Viking Manufacturing, Inc.– \$89,633.05
Sunwards Steel - \$116,627.40

Staff recommends authorizing the purchase of a metal building kit from Viking Manufacturing.

STAFF RECOMMENDATION: Adopt Resolution No. 2024-___: Authorizing the Purchase of a Metal Building Kit from Viking Manufacturing, Inc.

DOCUMENTS ATTACHED:

1. Resolution No. 2024___: Authoring the Purchase of a Metal Building Kit from Viking Manufacturing, Inc.
 2. Quote - Viking Manufacturing, Inc.
-

PREPARED BY:	Gemma Geluz, Administrative Technician
REVIEWED BY:	Nouae Vue, Public Works Director
APPROVED BY:	Bret Prebula, City Manager

ATTACHMENTS:

1. [Authoring the Purchase of a Metal Building Kit from Viking Manufacturing, Inc..docx](#)
2. [Quote - Viking Manufacturing, Inc..pdf](#)

RESOLUTION NO. 2024-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE PURCHASE OF A METAL BUILDING KIT FROM VIKING
MANUFACTURING, INC.**

WHEREAS, the City is responsible for the maintenance of approximately 58 miles of 10” or less sewer line that run within City boundaries; and

WHEREAS, in July 2023, the City purchased a Vacuum Truck (vac truck) to support maintenance of the City’s sewer lines; and

WHEREAS, it has been determined that storing the vac truck within a four walled, roofed building is in the best interest of the unit and the City; and

WHEREAS, SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, requires all California cities to procure a large volume of compost annually and storing a portion of the required volume of compost in bags and indoors is in the best interest of the City and its residents; and

WHEREAS, staff has reached out to four (4) vendors and received two quotes for the purchase of a large metal building which will house and protect the vac truck and store a volume of compost and Viking Manufacturing, Inc. provided the lowest cost; and

WHEREAS, the Suisun City Council recognizes the benefits and essential nature of acquiring this building for the proper maintenance and storage of the vac truck and easy storage and access to bagged compost.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City does hereby authorize the City Manager, or his designee, to execute the purchase of a metal building kit from Viking Manufacturing, Inc.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 15th day of October 2024, by the following vote:

AYES: Council Members: _____
NOES: Council Members: _____
ABSENT: Council Members: _____
ABSTAIN: Council Members: _____

WITNESS my hand and the seal of said City this 15th day of October 2024.

Anita Skinner
City Clerk

📍 7108 N Fresno St. (Ste. 270) Fresno CA
M-F 8AM – 4:30PM
🌐 www.vikingmfg.net

<p>Name: Nouae Vue Phone: _____ 707-361-0332 Email: _____ nvue@suisun.com Quote Date: 9/26/2024 Quote is valid for 30 days</p>	<p>Project Number: 98139785</p> <p>Project Location: CA 94585</p>
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COLD FORMED BUILDING PROPOSAL

<p>BUILDING DIMENSIONS: Width: 50' - 0" Length: 100' - 0" Eave Height: 16' - 0" Peak Height: 26' - 5" Roof Pitch: 5:12</p> <p>Overhang: 0"</p>	<p>LOAD DETAILS: Building Code: 2022 CBC Wind Speed: 115 mph Soil Bearing: 1500 psf Ground Snow Load: N/A Extra Roof Dead Load: N/A</p>	<p>SHEETING DETAILS: Roof: PBR Panel 26G A-GRAY Walls: PBR Panel 26G P-WHITE Eave Trim: Eave Trim Gutters: Product Not Available</p>
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<p>MEZZANINE DIMENSIONS: Height: N/A Bays: N/A Live Load: N/A</p>

<p>LEAN-TO A DIMENSIONS: Width: N/A Length: N/A Eave Height: N/A Roof Pitch: N/A</p>

<p>LEAN-TO B DIMENSIONS: Width: N/A Length: N/A Eave Height: N/A Roof Pitch: N/A</p>

<p>OPENING DETAILS: Roll Up Doors: (5) Five - Bright White HW977 14-00.00X14-00.00 DR PKG TR (Track-Rite Roll Up Door Package) Framed Openings: None Windows: (10) Ten - 4'x4' VMI Window Personnel Doors: (4) Four - 3070M Insulated Metal Walk Door with Door Knob and Lock</p>
--

INSULATION DETAILS: 6" R19 Standard Faced Insulation added in the follow areas: Roof

Sales Terms

<p>Minimum Deposit: \$22,408.26 Due on Release to Fabrication: \$44,816.53 Due on Release to Delivery: \$22,408.26</p>
--

Building Contract Price: \$89,633.05 *

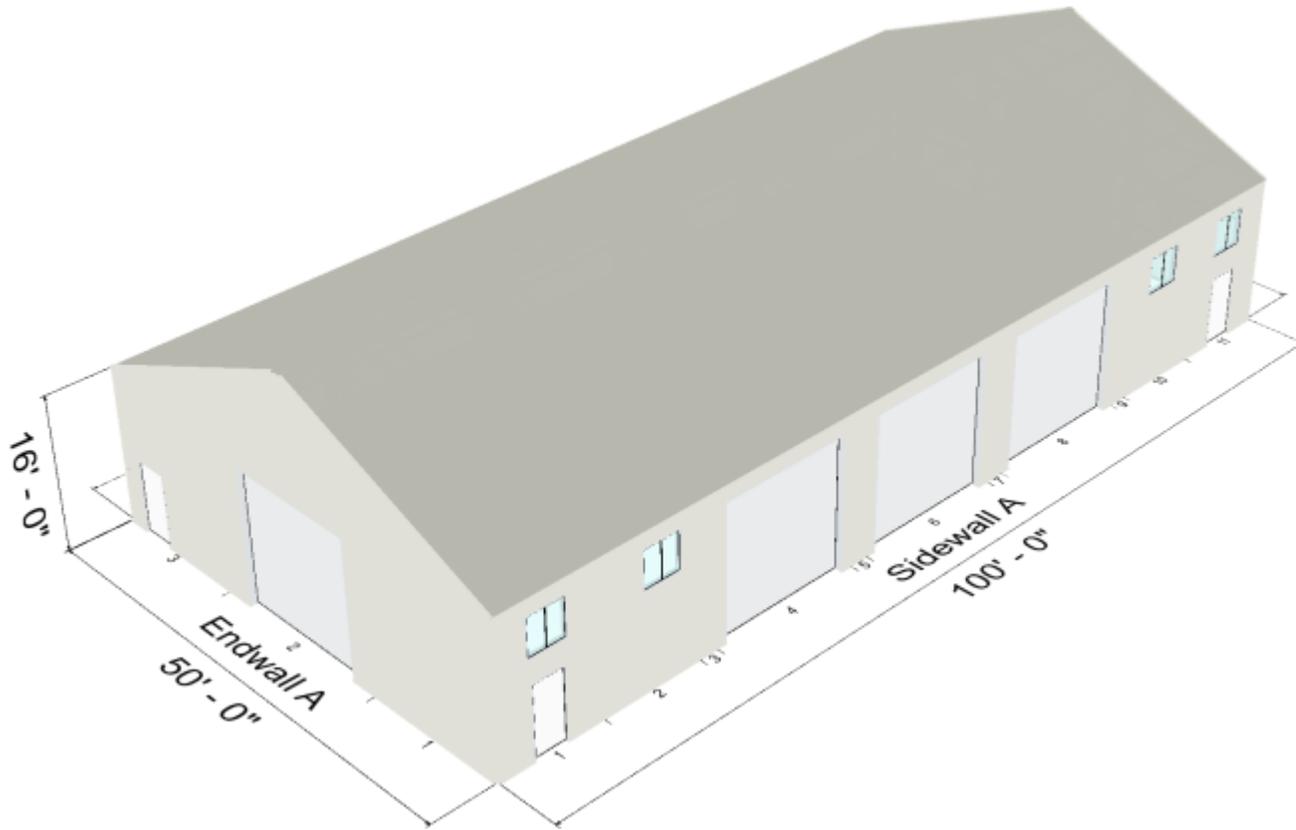
Initial Acceptance: _____ Date: _____

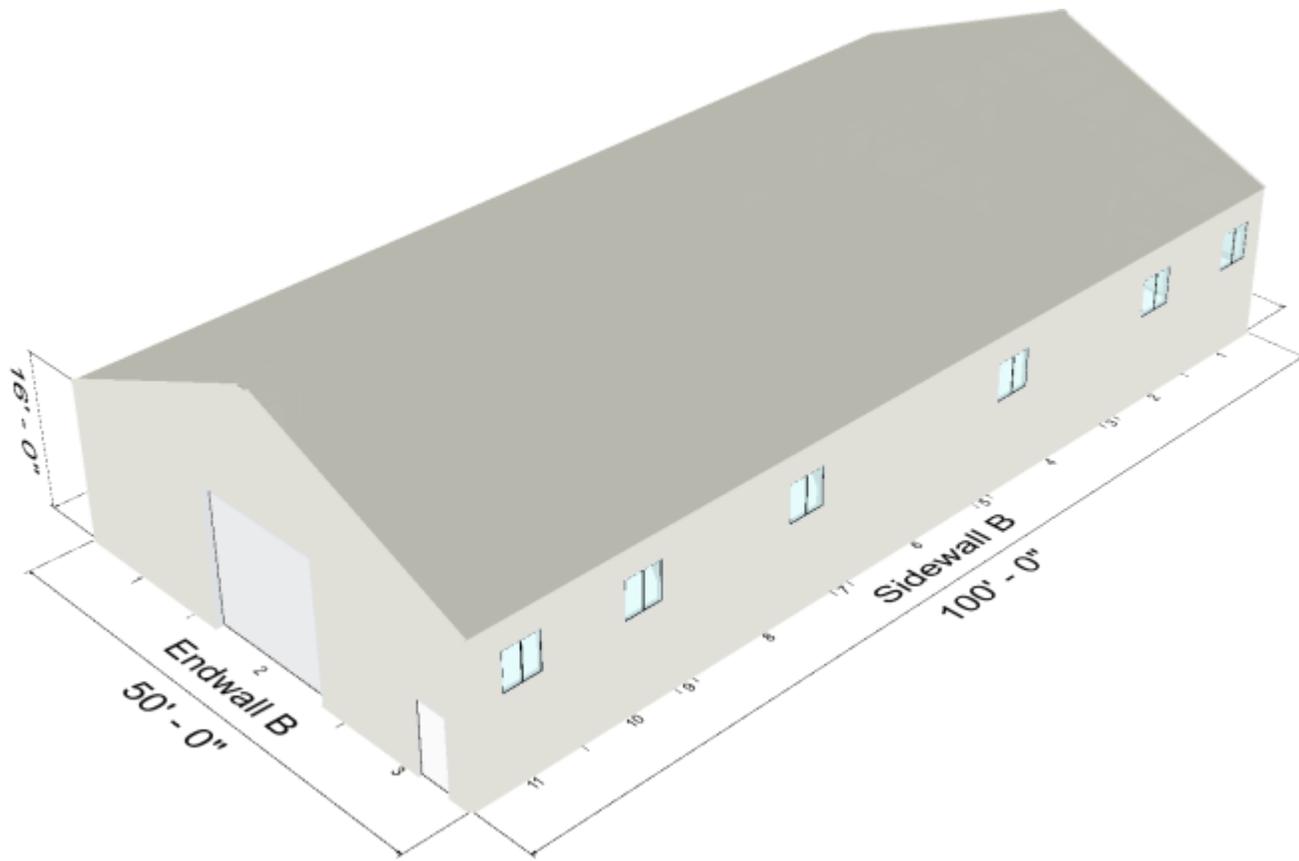
*The price above does not include taxes. The tax rate applied to the order is 8.35%, as of 11/28/23 regardless of project location. Tax rate is subject to change depending on CA tax rate developments, tax rate is no longer subject to change at the time an order is put into fabrication

Contractor Installation Estimate: \$ 47,940

(Not included in contract price above)

Scheduling Deposit: \$ 5,000





Building Component Sales Agreement

The undersigned owner(s) jointly and severally (hereinafter referred to as "Purchaser") acting as general contractor, enter into the following Building Component Sales Agreement ("Agreement") with Viking Manufacturing (hereafter known as "Seller") acting as subcontractor. By this Agreement the Seller shall deliver to the building site address noted herein the components only for a steel building (hereinafter "materials" or "kit") as per Sellers specifications (hereinafter "Specifications"), detailed above.

Conditions to Sale

1. Purchaser shall be solely responsible to verify and supply the Seller the correct loading design information in conformance with local building codes.
2. Purchaser is responsible for all permits, site preparation, site and construction inspection, and assembly of the building components.
3. This agreement includes the terms and conditions on the following pages and any schematic diagram attached hereto indicating configuration of the above building components.
4. Purchaser is responsible for any local and/or state taxes.

Terms and Conditions

1. Pricing is subject to change based on market conditions at time of Release to Fabrication. Pricing and Delivery is subject to availability of material. Pricing is tied to the CRU Steel Index.
2. Viking Manufacturing, Inc. must receive a completed, signed Release to Fabrication Form along with the fabrication deposit (if applicable), as a confirmation that the Buyer has approved the Cold Formed Building Design Documents. No changes, of any kind, by Buyer without a Change Order will be accepted after Viking Manufacturing's receipt of the signed Release Form and the fabrication deposit (if applicable), including, but not limited to, changes required by government agency issuing permit.
3. Upon receipt of the signed Release Form and fabrication deposit (if applicable), Viking Manufacturing, Inc. will schedule the building for fabrication. The Buyer will have thirty (30) days after Completion of Fabrication to take possession of the building materials, unless otherwise notified by Viking Manufacturing, Inc.
4. If the provisions in item 3 are not met, Viking Manufacturing, Inc. reserves the right to adjust provisions and prices in this Contract.
5. The Contract is valid for no more than one year from date the initial deposit is received.
6. All deposits are non-refundable.
7. Taxes are not included. All applicable sales tax (California only) will be applied at time of completion of building fabrication and included on final invoice.
8. Balance owed must be paid before delivery. Check received by Viking Manufacturing at least 6 business days prior to delivery or wire transfer within two (2) business days prior to delivery.
9. Cold Formed Building Design Documents based on the specifications as outlined in this Contract Proposal are included. Architectural, electrical, plumbing, fire sprinkler, solar PV system, etc. services may be required and shall not be provided by Viking Manufacturing, Inc.
10. Buyer is responsible for review and verification of this Contract Proposal and all specifications contained therein. Buyer's signature on the Contract Proposal shall be deemed as Buyer's full approval of all specifications. Buyer is also responsible for review of all design Approval drawings and verifying the drawings meet the project requirements. The Buyer's Release to Fabrication shall be deemed as the Buyer's full approval of all aspects of the building design.
11. The building price includes accessories, factory located openings etc. only to the extent expressly evident by this Contract Proposal. Installation and erection, inspection services are not included as part of Viking Manufacturing's Contract Proposal.
12. Viking Manufacturing, Inc. is responsible for fabrication (and related Cold Formed Design Documents) only, and the Buyer is responsible for all other ancillary requirements and actions, including but not limited to building code requirements, applicable permits, installation, erection, and foundation.
13. Changes to this Contract can only be made by use of a written Change Order, clearly outlining the changes to this Contract. Changes may be including, but not limited to, customer requested revisions and requirements of the governmental agency issuing the permit. Any Change Order must be mutually agreed upon and properly endorsed by the Buyer and Viking Manufacturing, Inc.
14. The Contract shall include the Viking Manufacturing, Inc. Sales Terms, which are incorporated herein by this reference.
15. Title passes at time and place of shipment unless otherwise specified. Any claims shall be made in writing no later than 15 days from shipment date. All sales are final, and no returns will be accepted. Risk of loss passes to the buyer upon tender of the goods to the buyer.
16. Any disputes arising from this Contract, or any Amendments or Change Orders, it is hereby agreed that the dispute shall be referred to American Arbitration Association (AAA).
17. It is the Buyers sole responsibility to contact the Buyers insurance company to secure coverage if applicable.
18. If the Buyer is tax-exempt, a copy of the Buyers tax exemption certificate must be attached to this original form
19. Recovery of Attorney's Fees: To the extent otherwise permissible by law, Viking Manufacturing Incorporated, reserves the right to recover attorney's fees and reasonable expenses arising out of any cause of action for which Viking Manufacturing Incorporated, is successful and/or found least culpable.
20. No modifications, limitations, waivers, discharge of the agreement or any of its terms shall bind the seller unless in writing and signed by the sellers authorized employee.
21. The seller may unilaterally correct any mathematical and typographical errors in the agreement.
22. The agreement is only for the benefit of the parties, except all disclaimers and limitations applicable to the seller shall be for the benefit of sellers agents, employees, contractors and suppliers. If any provisions are determined to apply to third parties, all other provisions including limitations waivers and disclaimers shall also apply.
23. All amounts due which require actions or cooperation of the buyer which the buyer fails to supply timely, shall become due upon such failure.
24. Delivery: Shipping and/or installation dates are estimated based on sellers present engineering as well as manufacturing capacity and scheduling, which may be revised by the seller upon receipt or rescheduling of buyers order.
25. All shipping dates are approximate and shall be computed from the entry date of the order on the sellers books. All shipping dates are further subject to the sellers prompt receipt from the buyer of a written purchase order or acceptance, letter of credit, down payment, and any other conditions as specified in the agreement

Acceptance of Proposal and Confirmation of Contract

BY EXECUTING THIS CONTRACT PROPOSAL, THE UNDERSIGNED BUYER HEREBY AGREES TO ALL OF THE GENERAL TERMS CONTAINED HEREIN AND MADE A PART HEREOF AND AGREES THAT THE CONTRACT PROPOSAL IS ACCEPTED AS A BINDING CONTRACT. THIS CONTRACT IS VALID ONLY WHEN SIGNED AND ACCEPTED BY AN OFFICER OF VIKING MANUFACTURING, INC

Buyer Signature

Date

Print Name

Proposed Buildings Site Address: _____
*If the building site only has a parcel number, please list the parcel number and the closest address to it

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council Adoption of Ordinance No. 811: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Blossom Avenue Apartments) (Introduced and Waived October 1, 2024).

FISCAL IMPACT: There would be an impact to the General Fund from this item. The annexation of the Blossom Avenue Apartments Project into Community Facilities District No. 2 meets the fiscal criteria as established by Resolution No. 2005-69 Cost Recovery Policy for New Development, dated October 4, 2005. Community Facilities District No. 2 is intended to offset Municipal Service costs, including administrative costs, thereby reducing the negative fiscal impact of new development on the City’s General Fund. Once annexed into CFD#2, the Blossom Avenue Apartments Project will begin to contribute funds towards Public Safety Services such as police and fire. If the annexation does not occur the costs for the additional Safety Services necessary to support the new apartment complex would be borne by the General Fund.

STRATEGIC PLAN: Provide Good Governance and Ensure Public Safety.

BACKGROUND: As part of the conditions of approval for Blossom Avenue Apartments the developer is required to mitigate the impact on City Services due to the new development. In accordance with the development conditions imposed on development project, the landowner is annexing to Community Facility District No. 2 to offset municipal service costs for police, fire, paramedics.

As the first step in the annexation process, the Resolution of Intention was brought before Council and approved at the August 20, 2024, Council Meeting. The second step in the legislative process for annexation of Blossom Avenue Apartments into Community Facility District No. 2 included conducting the Public Hearing and waiving the first reading of the Ordinance at the October 1, 2024, Council Meeting.

STAFF REPORT: The final step in legislative process for the annexation of Blossom Avenue Apartments involves the item coming back to Council as a Consent item to complete the adoption of the associated Ordinance. This is the step before you tonight.

STAFF RECOMMENDATION: It is recommended that the City Council Adopt Ordinance No. 811 : An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within City of Suisun City Communities Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Blossom Avenue Apartments) (Introduced and Waived October 1, 2024).

DOCUMENTS ATTACHED:

1. Ordinance No. 811: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within City of Suisun City Communities Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Blossom Avenue Apartments).

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Amanda Dum, Management Analyst II
Nouae Vue, Public Works Director
Bret Prebula, City Manager

ATTACHMENTS:

1. Ordinance No. 811: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within City of Suisun City Communities Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory.

ORDINANCE NO. 811

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY LEVYING SPECIAL TAX WITHIN CITY OF SUISUN CITY COMMUNITY FACILITIES DISTRICT NO. 2 (MUNICIPAL SERVICES), INCLUDING CERTAIN ANNEXATION TERRITORY (BLOSSOM AVENUE APARTMENTS)

Annexation No. 18 (Blossom Avenue Apartments)

WHEREAS, the City of Suisun City (the “City”) has conducted proceedings pursuant to the Mello-Roos Community Facilities Act, Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311, of the California Government Code (the “Act”) to establish “City of Suisun City Community Facilities District No. 2 (Municipal Services)” (the “CFD”) for the purpose of financing certain municipal services (the “Services”) as provided in the Act; and

WHEREAS, the rate and method of apportionment of special tax for the CFD (the “Original Rate and Method”) is set forth in Exhibit A to City Council Resolution 2005-89, which was adopted on November 15, 2005 (the “Resolution of Formation”); and

WHEREAS, the City has conducted proceedings to annex territory into the CFD and, in connection therewith, approved supplements to the Original Rate and Method (as supplemented, the “Rate and Method”);

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SUISUN CITY as follows:

SECTION ONE: By the passage of this Ordinance, pursuant to the Act, the Council hereby authorizes and levies the Special Tax within the CFD, including all territory annexed into the CFD prior to the date hereof, at the rate and in accordance with method set forth in the Rate and Method, which rate and method are by this reference incorporated herein. The Special Tax has previously been levied in the original territory of the CFD beginning in fiscal year 2006-07 pursuant to Ordinance No. 684, passed and adopted by the City Council on December 6, 2005, and the Special Tax is hereby levied commencing in fiscal year 2024-25 in the territory annexed to the CFD subsequent to formation of the CFD, and in each fiscal year thereafter to pay for the Services for the CFD and all costs of administering the CFD.

The City Council hereby ratifies the levy of special taxes within the CFD pursuant to the Act, at the rate and in accordance with the Rate and Method, in fiscal years 2006-07 through 2024-25.

SECTION TWO: The City Manager or designee, or an employee or consultant of the City, is hereby authorized and directed each fiscal year to determine the specific Special Tax to be levied for the next ensuing fiscal year for each parcel of real property within the CFD, including all territory annexed to the CFD prior to the date hereof, in the manner and as provided in the Rate and Method.

SECTION THREE: Exemptions from the levy of the Special Tax shall be as provided in the Resolution of Formation, the Rate and Method and the applicable provisions of the Act. In no event shall the Special Tax be levied on any parcel within the CFD in excess of the maximum Special Tax specified in the Rate and Method.

SECTION FOUR: All of the collections of the Special Tax shall be used as provided in the Act and in the Resolution of Formation, including, but not limited to, the payment of costs of the Services, the payment of the costs of the City in administering the CFD, and the costs of collecting and administering the Special Tax.

SECTION FIVE: The Special Tax shall be collected in the same manner as ordinary ad valorem taxes are collected and shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes; provided, however, that the Council may provide for other appropriate methods of collection by resolution(s) of the Council. The City Manager of the City (or the City Manager's designee) is hereby authorized and directed to provide all necessary information to the auditor/tax collector of the County of Solano in order to effect proper billing and collection of the Special Tax, so that the Special Tax shall be included on the secured property tax roll of the County of Solano for fiscal year 2024-25 and for each fiscal year thereafter, as set forth above, until no longer required to pay for the Services or until otherwise terminated by the City.

SECTION SIX: If for any reason any portion of this Ordinance is found to be invalid, or if the Special Tax is found inapplicable to any particular parcel within the CFD, including all territory annexed to the CFD prior to the date hereof, by a court of competent jurisdiction, the balance of this Ordinance and the application of the Special Tax to the remaining parcels within the CFD, including all territory annexed to the CFD prior to the date hereof, shall not be affected.

SECTION SEVEN: The Mayor shall sign this Ordinance and the City Clerk shall cause the same to be published immediately after its passage at least once in a newspaper of general circulation circulated in the City.

SECTION EIGHT: This Council affirms the provisions of Ordinance No. 684 except to the extent any terms of such Ordinance are inconsistent with the provisions of this Ordinance, in which case the terms of this Ordinance shall govern.

SECTION NINE: This Ordinance shall become effective (30) days following its passage and adoption and shall be published once within fifteen (15) days upon passage and adoption in a newspaper of general circulation in the City of Suisun City, County of Solano.

* * * * *

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Suisun City, California, on this 15th day of October 2024.

Alma Hernandez, Mayor

ATTEST:

Anita Skinner
City Clerk

APPROVED AS TO FORM
AND LEGAL CONTENT:

Richards Watson Gershon

CERTIFICATION

I, Anita Skinner, City Clerk of the City of Suisun City and ex-officio Clerk of the City Council of said City, do hereby certify that the above and foregoing ordinance was introduced at a regular meeting of the said City Council held on October 1, 2024, and passed and adopted at a regular meeting of said City Council held on October 15, 2024, by the following vote:

AYES: Councilmembers: _____
NOES: Councilmembers: _____
ABSENT: Councilmembers: _____
ABSTAIN: Councilmembers: _____

ATTEST:

Anita Skinner
City Clerk

Ordinance No. 811
Adopted October 15, 2024
Page 3 of 4

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council Adoption of Resolution No. 2024-___: Authorize Payment in the Amount of \$71,599.33 to Riverview International Trucks, LLC. for Repairs and Annual Testing on Truck 47.

FISCAL IMPACT: Annual apparatus maintenance is a regular expense included in the Fiscal Year 2024-25 budget, which is sufficient to cover the proposed expenditure.

STRATEGIC PLAN: Ensure Public Safety

BACKGROUND: The Fire Department apparatus is required to be maintained and tested according to the National Fire Protection Association (NFPA) standards on an annual basis. While the units are undergoing testing, they are also checked for any mechanical or cosmetic issues. Fire Department apparatus are also sent with a list of issues that have been identified by the Fire Department.

In April 2024, the Ladder Truck (Truck 47) required emergency repairs when the unit would no longer go in to drive. Once at the mechanic shop, the transmission problem was diagnosed as "worn internal clutches," meaning the transmission had to be completely rebuilt. After the mechanics completed the transmission work, they attempted to conduct the annual testing, but the tests failed. They discovered coolant leaks, air leaks, and pressure leaks originating from the engine block and associated components. The repairs included the engine being machined out, the cylinders being rebuilt, and new pistons and liners being installed. Once these repairs were completed the mechanics could continue with the annual testing required by the NFPA.

STAFF REPORT: The Suisun City Fire Department takes pride in its fire apparatus by maintaining them in proper manufacturer-recommended conditions. The Department conducts the NFPA-required annual maintenance and daily vehicle inspections. These safeguards lower vehicle maintenance costs considerably by identifying problems before they become larger and more expensive issues, ensuring firefighter safety and liability mitigation.

However, due to its age and near its life expectancy of 20 years for a Ladder Truck, increase maintenance costs and catastrophic failures occur increasing maintenance costs. The Ladder Truck is a critical asset necessary to serve and protect our community, infrastructure and maintain our Insurance Office Service Public Protection Classification which affect insurance rates. As a result, it will continue to be imperative that the Fire Department maintain this Ladder Truck until we can fiscally position for replacement of this unit.

STAFF RECOMMENDATION: It is recommended that the City Council authorize payment in the amount of \$71,599.33 to Riverview International Trucks, LLC. for repairs and annual testing on Truck 47.

DOCUMENTS ATTACHED:

1. Council Adoption of Resolution No. 2024-___: Authorize Payment in the Amount of \$71,599.33

- to Riverview International Trucks, LLC. for Repairs and Annual Testing on Truck 47.
2. Riverview International Trucks, LLC. Invoice.

PREPARED BY:	Michelle Zunino, Administrative Technician
REVIEWED BY:	Brad L. Lopez, Fire Chief
APPROVED BY:	Bret Prebula, City Manager

ATTACHMENTS:

1. Council Adoption of Resolution No. 2024-___: Â Authorize Payment in the Amount of \$71,599.33 to Riverview International Trucks, LLC. for Repairs and Annual Testing on Truck 47.
2. Riverview International Trucks, LLC. Invoice.

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY TO AUTHORIZE PAYMENT IN THE AMOUNT OF \$71,599.33 TO RIVERVIEW INTERNATIONAL TRUCKS, LLC. FOR REPAIRS AND ANNUAL TESTING ON TRUCK 47.

WHEREAS, Riverview International Trucks, LLC., has been providing mechanical repairs and service to the department for the last 2 years; and

WHEREAS, each year all the of the apparatus are sent for the annual maintenance, NFPA required testing, and repairs; and

WHEREAS, this year Truck 47 encountered a catastrophic failure centered around the transmission and multiple issues were found in the engine block; and

WHEREAS, these unforeseen problems added to the already high cost of annual maintenance and testing; and

NOW, THEREFORE, be it here resolved by the City Council of Suisun City authorize payment in the amount of \$71,599.33 to Riverview International Trucks, LLC. for repairs and annual testing on Truck 47

PASSED AND ADOPTED at a regular meeting of said City Council held on Tuesday, the 15th day of October 2024 by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 15th day of October 2024.

Anita Skinner,
City Clerk

CUSTOMER #: 7H140484
 UNIT# T047

YOUR REPAIR ORDER NUMBER IS:	318320
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RIVERVIEW INTERNATIONAL TRUCKS, LLC.

2445 Evergreen Avenue, P.O. Box 716
 West Sacramento, CA 95691-0716

(916) 371-3110

SUISUN FIRE DEPT

INVOICE

PAGE 1

HOME: CONT:N/A
 BUS: CELL: SERVICE ADVISOR: 450 JAMES CADDICK

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG
T047	08	MISCELLANEOUS MISCEL	1F95081367H140484		32280/32280	T5354
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	PAYMENT	INV. DATE
01JAN08 DD			23:00 01JAN29	T047	CASH	25SEP24
R.O. OPENED	CLOSED	OPTIONS:				
14:21 11APR24	13:57 25SEP24					

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
------	--------	------	------	-------	------	-----	-------

A TRANSMISSION FAILED TRUCK WILL NOT DRIVE
 CAUSE: .

13 TRANSMISSION

- 112 CRT
- 116 CRT
- 70 CRT

					7507.50	7507.50	
2	HL90059916S	PLUG 1"			33.55	8.85	17.70
3	HL21029216S	CAP 1"			19.30	14.89	44.67
1	K75260	WHITE TOWEL			23.78	16.05	16.05
1	R10*106800	PATCH			19.00	12.00	12.00
1	14285*106719	REMAN TRANS			19240.00	11063.00	11063.00
4	HLHP6B	HOSE PROTECT			27.04	20.86	83.44
10	TES668	SYNTHETIC TES-668			86.59	38.88	388.80
5	HLCT28B	TIE WIRE			3.04	2.05	10.25
1	3033247	SEAL,O RING			16.03	15.83	15.83
4	3682826	SEAL,GROMMET			4.48	4.42	17.68
1	9420221*AMA	CONNECTOR			21.60	14.58	14.58
2	856001006*106726	REAR MOUNT			159.72	107.81	215.62
1	FRT-IN	FREIGHT			180.00	180.00	180.00
1	CL30*107391	HOSE			3.50	2.36	2.36
18	FLTANCBCCA15KK	FLEET AER NON CHLOR					
	BRKCLN15OZ				5.91	5.49	98.82
1	FLTECCT9424	CONSTANT- TORQUE HOSE CLAMP, S			6.55	4.82	4.82
2	417196C3	TUBE NYLON BULK 1/4 OD BLACK			3.47	2.94	5.88
1	HL1460X4	1/4 SLEEVE			6.27	0.94	0.94
1	HL1461X4	1/4 NUT			15.73	2.36	2.36
1	3033915	SEAL,O RING			42.99	36.18	36.18
1	25736R1	NUT 1/4-NF P/T LOCK TYPE 5			2.03	1.58	1.58
1	FLTECCT300LSS	CONSTANT- TORQUE HOSE CLAMP, S			10.66	7.83	7.83
1	ZSH9404206021G	COOLANT,SHELL ROTELLA ELC					
	50/5				22.00	10.99	10.99

32280 TS TRANS FOUND INTERNAL FAILURE DUE TO WORN INTERNAL CLUTCHES. REMOVE TRANSMISSION FOR REBUILD AND REPLACE.

DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
ADJUSTMENTS	
SALES TAX	
PLEASE PAY THIS AMOUNT	


 2445 Evergreen Avenue P.O. Box 716
 (916) 371-3110 Parts (916) 371-3115
 WEST SACRAMENTO, CA 95691-0716



X

I acknowledge notice and oral approval of an increase in the original estimated price.

EPA# 982312225

51

CUSTOMER COPY

CUSTOMER #: 7H140484
 UNIT# T047

YOUR REPAIR ORDER NUMBER IS:	318320
------------------------------	--------

RIVERVIEW INTERNATIONAL TRUCKS, LLC.

2445 Evergreen Avenue, P.O. Box 716
 West Sacramento, CA 95691-0716
 (916) 371-3110

SUISUN FIRE DEPT

INVOICE

PAGE 2

HOME: CONT:N/A
 BUS: CELL: SERVICE ADVISOR: 450 JAMES CADDICK

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG
T047	08	MISCELLANEOUS MISCEL	1F95081367H140484		32280/32280	T5354
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	PAYMENT	INV. DATE
01JAN08 DD			23:00 01JAN29	T047	CASH	25SEP24
R.O. OPENED	CLOSED	OPTIONS:				
14:21 11APR24	13:57 25SEP24					

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
B**	INSPECT	REAR	MAIN	SEAL			

CAUSE: .

DESCRIPTION	LIST	NET	TOTAL
12 ENGINE			
116 CRT		1560.00	1560.00
1 4089542 KIT, SEAL	174.80	172.58	172.58
1 3104230 GASKET, EXH GAS RCN VALVE	49.59	49.01	49.01
1 3683144 CLAMP, V BAND	70.72	69.89	69.89
3 4022907 SCREW, HEX FLANGE HEAD CAP	13.39	12.96	38.88
1 5394102 GASKET, OIL PAN	62.62	60.61	60.61
1 FRT-IN FREIGHT	25.00	25.00	25.00
32280 REPLACE LEAKING REAR MAIN SEAL			

C** REPLACE TRANS COOLER LINES

DESCRIPTION	LIST	NET	TOTAL
13 TRANSMISSION			
116 CRT		585.00	585.00
1 882*106699 COOLER LINE	851.98	575.09	575.09
1 91*106699 COOLER LINE	865.88	584.47	584.47
1 5394102 GASKET, OIL PAN	62.62	60.61	60.61
1 FRT-IN FREIGHT	20.00	20.00	20.00
3 ZSH9404206021G COOLANT, SHELL ROTELLA ELC 50/5	22.00	10.99	32.97
32280 REPLACED TRANS COOLER LINES			

D** FLUSH TRANS COOLER

DESCRIPTION	LIST	NET	TOTAL
13 TRANSMISSION			
116 CRT		585.00	585.00
12 ZJB226536Q CHV HAV FULL SYN MV ATF 12/1QH	8.69	7.82	93.84

E** ADD ANODES TO WATER PUMP

DESCRIPTION	LIST	NET	TOTAL
19 ACCESSORIES			
116 CRT		1365.00	1365.00
2 HAL5290080500*106826 ANOIDS	247.34	166.95	333.90
1 FRT-IN FREIGHT	24.59	24.59	24.59
1 BFA125X2*106793 ANODE	304.80	205.74	205.74

DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
ADJUSTMENTS	
SALES TAX	
PLEASE PAY THIS AMOUNT	


 2445 Evergreen Avenue P.O. Box 716
 (916) 371-3110 Parts (916) 371-3115
 WEST SACRAMENTO, CA 95691-0716



X
 I acknowledge notice and oral approval of an increase in the original estimated price.

CUSTOMER #: 7H140484
 UNIT# T047

YOUR REPAIR ORDER NUMBER IS:	318320
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RIVERVIEW INTERNATIONAL TRUCKS, LLC.

2445 Evergreen Avenue, P.O. Box 716
 West Sacramento, CA 95691-0716

(916) 371-3110

SUISUN FIRE DEPT

INVOICE

PAGE 3

HOME: CONT:N/A
 BUS: CELL: SERVICE ADVISOR: 450 JAMES CADDICK

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG
T047	08	MISCELLANEOUS MISCEL	1F95081367H140484		32280/32280	T5354
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	PAYMENT	INV. DATE
01JAN08 DE			23:00 01JAN29	T047	CASH	25SEP24
R.O. OPENED	CLOSED	OPTIONS:				

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
1	FRT-IN	FREIGHT			18.55	18.55	18.55

F** REPAIR WATER LEAK FROM PUMP HOUSING AREA
 19 ACCESSORIES
 116 CRT
 1 4548K288*106850 PIPE 82.82 55.90 55.90
 1 FRT-IN FREIGHT 25.00 25.00 25.00
 1 AKR91660001*107203 BALL VALVE KIT 392.00 264.60 264.60
 1 FRT-IN FREIGHT 30.00 30.00 30.00
 1 FRT-IN FREIGHT 32.12 32.12 32.12
 1 4FNPTX45MNH*108244 ADAPTER 637.14 318.57 318.57
 1 HAL0100080010 RELIEF VALVE STRAINER 64.00 43.20 43.20

G** NFPA PUMP TEST
 19 ACCESSORIES
 116 CRT
 128 CRT
 1462.50 1462.50

32280 PUMP TEST TWO SUCTIONS FROM 2000 GAL PUMP WITH TEST TRAILER.
 INITIAL PUMP TEST WAS ABORTED DUE TO COOLANT SYSTEM PRESSURE. RETEST
 AFTER ENGINE REPAIRS AND TEST PASSED

H** DIAGNOSE AND REPAIR TURBO BOOST LEAK
 CAUSE:
 12 ENGINE
 116 CRT 487.50 487.50
 1 3683144 CLAMP,V BAND 70.72 69.89 69.89
 1 3102904 CLAMP,V BAND 57.93 57.20 57.20
 1 FRT-IN FREIGHT 40.00 30.00 30.00
 1 4966441 GASKET,EXH OUT CONNECTION 24.10 23.84 23.84
 2 FLTEC50PLA CLAMP 5.0IN HD PRE-FORM ALUM 21.45 15.76 31.52

I** DIAGNOSE AND REPAIR CHECK ENGINE LIGHT

DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
ADJUSTMENTS	
SALES TAX	
PLEASE PAY THIS AMOUNT	


 2445 Evergreen Avenue P.O. Box 716
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 WEST SACRAMENTO, CA 95691-0716



X I acknowledge notice and oral approval of an increase in the original estimated price.

EPA# 982312225

CUSTOMER COPY

CUSTOMER #: 7H140484
 UNIT# T047

YOUR REPAIR ORDER NUMBER IS:	318320
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RIVERVIEW INTERNATIONAL TRUCKS, LLC.

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PAGE 4

HOME: CONT:N/A
 BUS: CELL: SERVICE ADVISOR: 450 JAMES CADDICK

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG
T047	08	MISCELLANEOUS MISCEL	1F95081367H140484		32280/32280	T5354
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	PAYMENT	INV. DATE
01JAN08 DD			23:00 01JAN29	T047	CASH	25SEP24
R.O. OPENED	CLOSED	OPTIONS:				
14:21 11APR24	13:57 25SEP24					

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
12			ENGINE				
			116 CRT				
			112 CRT				
1	4955421RX		KIT, EGR VALVE		2360.08	1751.87	1751.87
			CORE CHARGE C			156.25	156.25
1	FRT-IN		FREIGHT		85.00	85.00	85.00
1	3103077		GASKET, EXH GAS RCN VALVE		30.20	29.82	29.82
3	3102043		SCREW, HEX FLANGE HEAD CAP		13.66	13.49	40.47
-1	4955421RX		CORE RETURN		2360.08	156.25	-156.25
1	CQ10230		RADIATOR CAP		13.72	9.26	9.26
1	ZSH9404206021G		COOLANT, SHELL ROTELLA ELC				
	50/5				22.00	10.99	10.99
1	2864516		HARNES, ETR CNT MDL WRG		297.93	288.38	288.38
1	FRT-IN		FREIGHT		20.00	20.00	20.00

32280 DIAGNOSE AND REPLACE FAILED EGR VALVE AND CONNECTOR HARNES

J** REMOVE CYLINDER HEAD AND INSPECT FOR LEAKS

CAUSE: .

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
12			ENGINE				
			116 CRT				
1	4089478		KIT, UPPER ENGINE GASKET		591.28	583.77	583.77
29	4923187		SCREW, FRACTURE RESISTANT		19.58	18.95	549.55
5	3328637		SCREW, HEX FLANGE HEAD CAP		11.77	11.40	57.00
2	3328379		SCREW, HEX FLANGE HEAD CAP		11.08	10.71	21.42
1	FRT-IN		FREIGHT		45.00	45.00	45.00
6	4089385		SET, PISTON RING		188.28	185.89	1115.34
6	3803703		KIT, LINER		464.27	449.40	2696.40
12	3016760		BEARING, CON ROD (STD)		52.65	50.96	611.52
1	FRT-IN		FREIGHT		215.00	215.00	215.00
6	FLTANCBCCA15KK		FLEET AER NON CHLOR				
	BRKCLN15OZ				5.91	5.49	32.94
1	105		WHT GRSE		15.78	10.65	10.65
12	3027108		SCREW, CONNECTING ROD CAP		35.17	34.05	408.60



2445 Evergreen Avenue P.O. Box 716
 (916) 371-3110 Parts (916) 371-3115
 WEST SACRAMENTO, CA 95691-0716



DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
ADJUSTMENTS	
SALES TAX	
PLEASE PAY THIS AMOUNT	

X

I acknowledge notice and oral approval of an increase in the original estimated price.

EPA# 982312225

CUSTOMER #: 7H140484
 UNIT# T047

YOUR REPAIR ORDER NUMBER IS:	318320
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RIVERVIEW INTERNATIONAL TRUCKS, LLC.

2445 Evergreen Avenue, P.O. Box 716
 West Sacramento, CA 95691-0716

(916) 371-3110

SUISUN FIRE DEPT

INVOICE

PAGE 5

HOME: CONT:N/A
 BUS: CELL: SERVICE ADVISOR: 450 JAMES CADDICK

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG
T047	08	MISCELLANEOUS MISCEL	1F95081367H140484		32280/32280	T5354
IN-SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	PAYMENT	INV. DATE
01JAN08 DD			23:00 01JAN29	T047	CASH	25SEP24

R.O. OPENED	CLOSED	OPTIONS:
14:21 11APR24	13:57 25SEP24	

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
1	FRT-IN		FREIGHT		30.00	30.00	30.00
1	ISM*107742		HEAD KIT		868.00	585.90	585.90
1	FRT-IN		FREIGHT		62.13	62.13	62.13
1	2882680		TUBE, WATER OUTLET		170.35	168.19	168.19
1	FRT-IN		FREIGHT		18.91	18.91	18.91
2	FLTECCT300LSS		CONSTANT- TORQUE HOSE CLAMP, S		10.66	7.83	15.66
15	ZSH9404206021G		COOLANT, SHELL ROTELLA ELC 50/5		22.00	10.99	164.85
40	ZSH500010132B		T5 15W40 CK4 BULK ENGINE OIL		7.99	4.89	195.60
2	LF14000NN		FILTER LUBE OIL		102.64	60.63	121.26
1	PTX82194KK		SEALANT ULTRA GRAY SILICON 3OZ		7.60	7.06	7.06
1	HLAB01		OIL/COOLANT SAMPLE		65.00	43.88	43.88
1	3032623*107930		LINER SHIMS		1101.28	743.36	743.36
1	PTX82194KK		SEALANT ULTRA GRAY SILICON 3OZ		7.60	7.06	7.06
6	3080708		NOZZLE, PISTON COOLING		38.37	37.15	222.90
1	FRT-IN		FREIGHT		22.16	22.16	22.16
1	3328948*108242		GASKET		16.36	11.04	11.04
1	FRT-IN		FREIGHT		10.00	10.00	10.00
1	FLTEC9206H		LINER HOSE CLAMP, SAE SIZE 6,		1.20	0.89	0.89
1	FLTEC3506C		MINIATURE HOSE CLAMP, SAE SIZE		0.59	0.44	0.44
1	1871578C1		NUT M8 X 1.25 X 10		6.81	5.41	5.41
1	3102904		CLAMP, V BAND		57.93	57.20	57.20
1	FRT-IN		FREIGHT		30.00	30.00	30.00
1	VEL022120		CLAMP-LINER 13/16 - 1-3/4		2.73	2.39	2.39
2	3328742		SCREW, HEXAGON HEAD CAP		17.95	17.38	34.76
1	FRT-IN		FREIGHT		30.00	30.00	30.00

SUBL 107930	CRT1	1900.00	1900.00
LUBE FURNISH 25 GALLONS OF DIESEL	CFUEL	126.30	126.30
SUBL SERVICE HEAD	CRT1	2150.00	2150.00

32280 CHECK FOR COOLANT PRESSURIZATION REMOVE CYLINDER HEAD AND FOUND CYLINDER LINERS OUT OF SPEC BELOW THE DECK OF THE ENGINE BLOCK.

DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
ADJUSTMENTS	
SALES TAX	
PLEASE PAY THIS AMOUNT	


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 WEST SACRAMENTO, CA 95691-0716



X I acknowledge notice and oral approval of an increase in the original estimated price.

EPA# 982312225

CUSTOMER #: 7H140484
 UNIT# T047

YOUR REPAIR ORDER NUMBER IS:	318320
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RIVERVIEW INTERNATIONAL TRUCKS, LLC.

2445 Evergreen Avenue, P.O. Box 716
 West Sacramento, CA 95691-0716

(916) 371-3110

SUISUN FIRE DEPT

INVOICE

PAGE 6

HOME: CONT:N/A
 BUS: CELL: SERVICE ADVISOR: 450 JAMES CADDICK

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG
T047	08	MISCELLANEOUS MISCEL	1F95081367H140484		32280/32280	T5354
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	PAYMENT	INV. DATE
01JAN08 DD			23:00 01JAN29	T047	CASH	25SEP24
R.O. OPENED	CLOSED	OPTIONS:				
14:21 11APR24	13:57 25SEP24					

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
------	--------	------	------	-------	------	-----	-------

REMOVE LINERS AND MACHINE THE BLOCK FOR REPAIR. INSTALL NEW LINERS AND PISTONS. CYLINDER HEAD PRESSURE CHECKED AND REBUILT.

K** REPLACE TRANS DIPSTICK
 13 TRANSMISSION

116 CRT		195.00	195.00
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32280 CUSTOMER SUPPLIED PARTS

L** REPLACE BATTERIES
 8 ELECTRICAL

116 CRT		331.50	331.50
6 FLTBTG31950 BAT, GRP, BATTERY, GROUP 31, 95	164.28	94.95	569.70
CORE CHARGE C		120.00	120.00
6 BATFEE CA NON-REFUNDABLE BATTERY FEE	2.00	2.00	12.00
-6 FLTBTG31950 CORE RETURN	20.00	20.00	-120.00

M** A/C INOP
 CAUSE: .

116 CRT		682.50	682.50
---------	--	--------	--------

32280 TS AC REPAIR LEAKING CHARGE PORT FITTING TO REPAIR

N** REPLACE INJECTORS
 19 ACCESSORIES

116 CRT		2925.00	2925.00
6 4902921PX INJECTOR	969.17	719.41	4316.46
CORE CHARGE C		2343.78	2343.78
1 FRT-IN FREIGHT	85.00	85.00	85.00
-6 4902921PX CORE RETURN	969.17	390.63	-2343.78

O** ENGINE

12 MOVED OPERATION TO 320896

99 CRT		0.00	0.00
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DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
ADJUSTMENTS	
SALES TAX	
PLEASE PAY THIS AMOUNT	

X I acknowledge notice and oral approval of an increase in the original estimated price.

EPA# 982312225

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council Adoption of Resolution No. 2024-___: Authorizing the City Manager to Enter into a Professional Services Agreement on the City’s Behalf with Equity and Wellness Institute for the Community Outreach and Equity Assessment Report for the Public Fishing Dock Planning Project.

FISCAL IMPACT: There is no fiscal impact on the General Fund as this project is fully funded by the Proposition 68 Community and Economic Enhancement Grant.

STRATEGIC PLAN: Provide Good Governance and Enhance the Environment.

BACKGROUND: On January 24, 2024, Suisun City received funding for the Public Fishing Dock Planning Project through the Proposition 68 Community and Economic Enhancement Grant Program, awarded by the Sacramento-San Joaquin Delta Conservancy. This project addresses community concerns about the current fishing dock, which is in disrepair and lacks accessibility. The plan includes community outreach, equity assessment, planning, permitting, and design for a new 12-foot by 100-foot public fishing dock on the Suisun Slough located behind Suisun City Hall. The new dock will enhance recreational opportunities, support tourism, and promote environmental education.

STAFF REPORT: A Request for Proposal (RFP) was released on August 2, 2024, focusing on community outreach and an equity assessment for the project, which is located in a Severely Disadvantaged Community (SDAC). The project will involve working with the City on communication strategies, facilitating community meetings, developing a community-wide survey, and constructing an equity assessment report to ensure the design meets community needs. Proposals were due on August 23, 2024, at 1:00pm. Three (3) bids were received by the bid deadline.

PROPOSER	BID AMOUNT
Equity and Wellness Institute	\$35,943.29
Keen Independent Research	\$75,100.00
Jeweld Legacy Group, LLC	\$85,000.00

The bid submitted by Equity and Wellness Institute, was the lowest responsible bid received for the Project, and was within the budget of \$40,000.

STAFF RECOMMENDATION: It is recommended that the City Council Adopt Resolution No. 2024-___: Authorizing the City Manager to Enter into a Professional Services Agreement on the City’s Behalf with Equity and Wellness Institute for the Community Outreach and Equity Assessment Report for the Public Fishing Dock Planning Project be adopted.

DOCUMENTS ATTACHED:

1. Resolution No. 2024-___: Authorizing the City Manager to Enter into a Professional Services

Agreement on the City's Behalf with the Equity and Wellness Institute for the Community Outreach and Equity Assessment Report for the Public Fishing Dock Planning Project.

2. Community Outreach and Equity Assessment Report for the Public Fishing Dock Planning Project Agreement.

PREPARED BY:

Janet Hull, Acting Recreation, Parks and Marina
Director

REVIEWED BY:

Janet Hull, Acting Recreation, Parks, and Marina
Director

APPROVED BY:

Bret Prebula, City Manager

ATTACHMENTS:

1. Resolution Authorizing a Professional Services Agreement on the City's Behalf with Equity and Wellness Insititute
2. Community Outreach and Equity Assessment Report for the Public Fishing Dock Planning Project Agreement

RESOLUTION NO. 2024-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL
SERVICES AGREEMENT ON THE CITY’S BEHALF WITH EQUITY AND
WELLNESS INSTITUTE FOR THE COMMUNITY OUTREACH AND EQUITY
ASSESSMENT REPORT FOR THE PUBLIC FISHING DOCK PLANNING PROJECT.**

WHEREAS, On January 24, 2024, Suisun City received funding for the Public Fishing Dock Planning Project through the Proposition 68 Community and Economic Enhancement Grant Program, awarded by the Sacramento-San Joaquin Delta Conservancy; and

WHEREAS, This project addresses community concerns regarding the disrepair and inaccessibility of the current fishing dock by incorporating community outreach, an equity assessment, and the planning, permitting, and design of a new 12-foot by 100-foot public fishing dock on the Suisun Slough, located behind Suisun City Hall; and

WHEREAS, A Request for Proposal (RFP) was released on August 2, 2024, focusing on community outreach and an equity assessment for the project, which is located in a Severely Disadvantaged Community (SDAC); and

WHEREAS, The project will involve working with the City on communication strategies, facilitating community meetings, developing a community-wide survey, and constructing an equity assessment report to ensure the design meets community needs; and

WHEREAS, Proposals were due on August 23, 2024, and three bids were received and it was determined that Equity and Wellness Institute provided the lowest responsible bid of \$35,943.29 for the project.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby Authorizes the City Manager to Enter into a Professional Services Agreement on the City’s Behalf with Equity and Wellness Institute for the Community Outreach and Equity Assessment Report for the Public Fishing Dock Planning Project.

PASSED AND ADOPTED at a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 15th day of October 2024, by the following vote:

AYES: Councilmembers: _____
NOES: Councilmembers: _____
ABSENT: Councilmembers: _____
ABSTAIN: Councilmembers: _____

WITNESS my hand and the seal of said City this 15th day of October 2024.

Anita Skinner
City Clerk

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into on this 15th day of October, 2024 (“Effective Date”), by and between the City of Suisun City, a municipal corporation (“City”) and Equity and Wellness Institute, a LLC corporation (“Contractor”) (collectively, the “Parties”).

RECITALS

A. City desires to utilize the services of Contractor as an independent contractor to perform community outreach and an equity assessment report for the Suisun City Public Fishing Dock Planning Project.

B. Contractor represents that it is fully qualified to perform such services by virtue of its experience and the training, education and expertise of its principals and employees.

C. City desires to retain Contractor and Contractor desires to serve City to perform these services in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the Parties’ performance of the promises, covenants, and conditions stated herein, the Parties hereto agree as follows:

Section 1. Contractor’s Services. Contractor shall perform the services described in the Scope of Services (the “Services”), attached as Exhibit A. City may request, in writing, changes in the Services to be performed. Any changes mutually agreed upon by the Parties, and any increase or decrease in compensation, shall be incorporated by written amendments to this Agreement. Contractor shall commence the Services on the Effective Date and shall perform all Services by the deadline established by the City Representative or, if no deadline is established, with reasonable diligence.

Section 2. Term of Agreement. The term of this Agreement shall be from the Effective Date through February 28, 2025, unless sooner terminated as provided in Section 9 of this Agreement or extended.

Section 3. Compensation. As full compensation for Contractor’s Services provided under this Agreement, City shall pay Contractor the total sum of \$35,943.29 (the “Maximum Compensation”). Contractor shall not be entitled to reimbursement for any expenses. Any expenses incurred by Contractor that are not expressly authorized by this Agreement will not be reimbursed by City.

Section 3. Method of Payment. Contractor shall submit to City a detailed invoice on a monthly basis for the services performed pursuant to this Agreement. Each invoice shall describe in detail the services rendered during the period, the days worked, number of hours worked, the hourly rates charged, and the services performed for each day in the period, as applicable. Within 45 days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice.

Section 4. Independent Contractor. The Parties agree, understand, and acknowledge that Contractor is not an employee of the City, but is solely an independent contractor. Contractor expressly acknowledges and agrees that City has no obligation to pay or withhold state or federal taxes or to provide workers' compensation or unemployment insurance or other employee benefits and that any person employed by Contractor shall not be in any way an employee of the City. As such, Contractor shall have the sole legal responsibility to remit all federal and state income and social security taxes and to provide for his/her own workers' compensation and unemployment insurance and that of his/her employees or subcontractors. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees. Contractor shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Contractor shall indemnify and hold harmless City and its elected officials, officers and employees, servants, designated volunteers, and agents serving as independent contractors in the role of City officials, from any and all liability, damages, claims, costs and expenses of any nature to the extent arising from Contractor's personnel practices. City shall have the right to offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification arising under this Section.

Section 5. Permits and Licenses. Contractor shall obtain and maintain during the term of this Agreement all necessary licenses, permits, and certificates required by law for the provision of the Services, including a business license.

Section 6. Insurance.

(a) Contractor shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

1. Commercial General Liability Insurance with a minimum limit of \$1,000,000.00 per occurrence for bodily injury, personal injury and property damage and a general aggregate limit of \$2,000,000.00 per project or location. If Contractor is a limited liability company, the commercial general liability coverage shall be amended so that Contractor and its managers, affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

2. Automobile Liability Insurance for any owned, non-owned or hired vehicle used in connection with the performance of this Agreement with a combined single limit of \$1,000,000.00 per accident for bodily injury and property damage.

3. Workers' Compensation Insurance as required by the State of California and Employer's Liability Insurance with a minimum limit of \$1,000,000.00 per accident for bodily injury or disease. If Contractor has no employees while performing Services under this Agreement, Contractor shall execute a declaration that it has no employees.

4. Professional Liability (or Errors and Omissions) Insurance with minimum limits of \$2,000,000.00 per claim and in aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement. If a "claims made" policy is provided, then the policy shall be endorsed to provide an extended reporting period of not less than three years.

(b) Other Insurance Provisions. The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. City, its officers, officials, employees, designated volunteers and agents serving as independent contractors in the role of City officials, are to be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of Contractor; products and completed operations of Contractor; premises owned, occupied or used by Contractor; or automobiles owned, leased, hired or borrowed by Contractor. The coverage shall contain no limitations on the scope of protection afforded to City, its officers, officials, employees, designated volunteers or agents serving as independent contractors in the role of City officials which are not also limitations applicable to the named insured.

2. For any claims related to this Agreement, Contractor's insurance coverage shall be primary insurance as respects City, its officers, officials, employees, designated volunteers and agents serving as independent contractors in the role of City officials. Any insurance or self-insurance maintained by City, its officers, officials, employees, designated volunteers or agents serving as independent contractors in the role of City officials shall be excess of Contractor's insurance and shall not contribute with it.

3. Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

4. Each insurance policy, except for the professional liability policy, required by this clause shall expressly waive the insurer's right of subrogation against City and its elected officials, officers, employees, servants, attorneys, designated volunteers, and agents serving as independent contractors in the role of City officials.

(c) The City may, in writing, amend and/or waive any or all of the insurance provisions set forth herein.

(d) The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A-;VII in the latest edition of Best's Insurance Guide, unless waived in writing by City's Risk Manager.

(e) Contractor agrees that if it does not keep the aforesaid insurance in full force and effect it will be considered a breach of the contract. If there is a breach, City may immediately terminate this Agreement.

(f) All insurance coverages shall be confirmed by Contractor providing certificates of insurance and executed endorsements on forms approved by City. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before services commence.

(g) Any deductibles or self-insured retentions must be declared to and approved by City.

(h) Contractor shall require any sub-contractors to maintain insurance coverage that meets all of the requirements of this Agreement.

Section 7. Indemnification. Contractor shall defend, indemnify, and hold harmless the City, its officials, and every officer, employee and agent of City (collectively "Indemnitees") from any claim, liability or financial loss (including, without limitation, attorneys fees and costs), injuries to property or persons (including without limitation, attorneys fees and costs) arising out of any acts or omissions of Contractor, its officials, officers, employees or agents in connection with the performance of this Agreement, except for such claim, liability or financial loss or damage arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties. Contractor shall defend Indemnitees, with counsel chosen by Indemnitees, at Contractor's own cost, expense, and risk, and shall pay and satisfy any judgment, award, or decree that may be rendered against Indemnitees. Contractor shall reimburse Indemnitees for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Contractor or Indemnitees. All duties of Contractor under this Section shall survive termination of this Agreement.

Section 8. Termination.

(a) City may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to Contractor at least five calendar days before the termination is to be effective. Contractor may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to City at least 60 calendar days before the termination is to be effective.

(b) Contractor shall cease all work under this Agreement on or before the effective date of termination specified in the notice of termination. In the event of City's termination of this Agreement due to no fault or failure of performance by Contractor, City shall pay Contractor based on the percentage of work satisfactorily performed up to the effective date of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor for the full performance of the Services required by this Agreement. Contractor shall have no other claim against City by reason of such termination, including any claim for compensation.

Section 9. Notice. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be in writing and conclusively deemed effective: (a) on personal delivery, (b) on confirmed delivery by courier service during Contractor's and City's regular business hours, or (c) three business days after deposit in the United States mail, by first class mail, postage prepaid, and addressed to the Party to be notified as set forth below:

If to City: City of Suisun City
701 Civic Center Blvd
Suisun City, California 94585
Attn: Janet Hull

If to Contractor: Equity and Wellness Institute
3550 Watt Ave., Ste. 424
Sacramento, CA 95821
Attn: Tamu Green

Section 10. Attorneys' Fees. If a party commences any legal, administrative, or other action against the other party arising out of or in connection with this Agreement, the prevailing party in such action shall be entitled to have and recover from the losing party all of its attorneys' fees and other costs incurred in connection therewith, in addition to such other relief as may be sought and awarded.

Section 11. Non-Discrimination and Equal Employment Opportunity. Contractor affirmatively represents that it is an equal opportunity employer. In the performance of the Agreement, Contractor covenants that it shall not discriminate, harass or retaliate against any of its employees, applicants for employment, contractors, subcontractors or subconsultants because or on account of race, religion, color, national origin, handicap, ancestry, sex, gender, sexual orientation, gender identity, gender expression, marital status, national genetic information, military or veteran status, or any other basis prohibited by law. Contractor further covenants that in the performance of this Agreement, Contractor shall not discriminate, harass, or retaliate against City, its elected or appointed officials, officers, employees, agents, servants, volunteers, those City agents serving as independent agents in the role of City officials, consultants, contractors, subcontractors, or subconsultants, on any basis prohibited by law.

Section 12. Local Employment Policy. The City desires wherever possible, to hire qualified local residents to work on city projects. Local resident is defined as a person who resides in Solano County. The city encourages an active affirmative action program on the part of its contractors, consultant, and developers. When local projects require, subcontractors, contractors and developers will solicit proposals from qualified local firms where possible.

As a way of responding to the provisions of the Davis-Bacon Act and this program, contractors, consultants, and developers will be asked, to provide no more frequently than monthly, a report that lists the employee's name, job class, hours worked, salary paid, city of residence, and ethnic origin.

Section 13. Entire Agreement. This Agreement represents the entire integrated agreement between City and Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both City and Contractor.

Section 14. Governing Law and Choice of Forum. This Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. Any dispute that arises under or relates to this Agreement shall be resolved in a Superior Court with geographic jurisdiction over the City of Suisun City.

Section 15. Prohibition of Assignment and Delegation. Contractor shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, without City's prior written consent.

Section 16. City Not Obligated to Third Parties. City shall not be obligated or liable under this Agreement to any party other than Contractor.

Section 17. Exhibits; Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.

Section 18. Corporate Authority. The persons executing this Agreement on behalf of the Parties warrant that they are duly authorized to execute this Agreement on behalf of said Parties and that by their execution, the Parties are formally bound to the provision of this Agreement.

Section 19. Severability. Invalidation of any provision contained herein or the application thereof to any person or entity by judgment or court order shall in no way affect any of the other covenants, conditions, restrictions, or provisions hereof, or the application thereof to any other person or entity, and the same shall remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

EXECUTED on the date first written above at Suisun City, California.

CITY OF SUISUN CITY

CONTRACTOR:

By: _____
Name: Bret Prebula
Title: City Manager

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Name: Anita Skinner
Title: City Clerk

APPROVED AS TO FORM:
RICHARDS WATSON GERSHON

By: _____
Name:
Title: City Attorney

EXHIBIT A

SCOPE OF SERVICES

Requirement I: Community Engagement

1. Meet with RPM Department to discuss expectations, and scope of work of project.
 - a. Conduct kick-off meeting with RPM Management staff and to gain a complete understanding of the project.
2. Hosting stakeholder and/or community meetings
 - a. At least three community meetings (two in-person, one virtual) and/or focus group(s) – targeting residents of the SDAC, from disadvantaged communities and communities of color, and local fishing groups.
 - b. Development and implementation of City-wide survey.
 - c. Presentations to Suisun City Recreation, Parks, Marina, and Arts (RPMA) Commission and Suisun City Council on community outreach findings and concept plan.
 - d. Analysis of findings to assist with Requirement II

Requirement II: Equity Assessment Report

1. Construction of a Formal Equity Assessment Report. The report shall include, without limitation, the following:
 - a. Executive summary, including audiences reached and key findings
 - b. Recommendations to include in design of fishing dock
 - c. Reporting of any equity issues experienced by residents
 - d. Any additional research related to equity and inclusion regarding the project.

PROJECT TIMELINE

Consultant Initial Meeting October 21, 2024
Presentation to RPMA Commission January 15, 2024
Presentation to City Council January 21, 2024
Completion of Requirement I January 31, 2024
Completion of Requirement II February 28, 2025

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council Adoption of Resolution No. 2024-__ : Adopting the 3rd Amendment to the Annual Appropriation Resolution No. 2024-87 to Appropriate Park Development Funds for Heritage Park Enhancement Project.

FISCAL IMPACT: There would be no fiscal impact in General Fund as the expenditures are funded by Park Development Impact Fess Fund.

STRATEGIC PLAN: Provide Good Governance and Ensure Fiscal Solvency.

BACKGROUND: The Recreation, Parks, and Marina (RPM) Department submitted a grant application in January 2024 for the National Recreation and Park Association’s (NRPA) Youth Sports Equity Grant Program, proposing an adaptive sports program for youth with intellectual and/or developmental disabilities. Part of that grant award was also receiving a mini-pitch multi-sport court worth up to \$100,000 at Heritage Park. The grant award allowed RPM Department staff looked at other opportunities to expand recreation amenities and services with the Heritage Park complex to reflect the Parks, Facilities, and Recreation Master Plan adopted in July 2023.

STAFF REPORT: On June 18, 2024, the Council passed Resolution 2024-81, authorizing the Heritage Park Enhancement Project with a budget of \$740,000. Subsequently, on August 20, 2024, the City Council adopted Resolution 2024-119, granting the City Manager the authority to enter into a professional design services contract with GSM Landscape Architects, Inc. Following this allocation, the fund is projected to have a remaining balance of \$2,600,000. However, a budget inclusion or amendment was not proposed. This is a corrective action from City staff to ensure that funds are appropriated for the Project.

The project includes:

- Basketball Court - The plan would be to remove the existing basketball court, reorient the court from north to south to west to east, add an additional full court, and include a partial perimeter fence. Increasing basketball courts is in alignment with the Parks and Facilities Master Plan.
 - Covered Picnic Pavilion- Remove the picnic tables that are in disrepair, remove the concrete pads, add a 30’x30’ concrete pad with a covered picnic pavilion. New tables will also be added to create rentable space. This is an ideal location and allows for expansion of the current picnic area and making it ADA compliant. Picnic pavilions are in alignment the Parks and Facilities Master Plan.
 - Mini-Pitch- Add the mini pitch to the grass located at the east side of the Joseph Nelson Community Center. Removing the grass will help reduce water use and the mini pitch will enable the city to offer pickleball and futsal programming, tournaments, and open play.
-

STAFF RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2024-__ : Adopting the 3rd Amendment to the Annual Appropriation Resolution No. 2024-87 to Appropriate

Park Development Funds for Heritage Park Enhancement Project.

DOCUMENTS ATTACHED:

1. Resolution No. 2024-___: Adopting the 3rd Amendment to the Annual Appropriation Resolution No. 2024-87 to Appropriate Park Development Funds for Heritage Park Enhancement Project.
-

PREPARED BY:

Elizabeth Luna, Accounting Services Manager

REVIEWED BY:

Lakhwinder Deol, Finance Director

APPROVED BY:

Bret Prebula, City Manager

ATTACHMENTS:

1. [Resolution Adopting AAR 3rd Amendment - Fund 300 Heritage Park Enhancement](#)

RESOLUTION NO. 2024-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ADOPTING THE 3RD AMENDMENT TO THE ANNUAL APPROPRIATION RESOLUTION NO. 2024-87 TO
APPROPRIATE PARK DEVELOPMENT FUNDS FOR HERITAGE PARK ENHANCEMENTPROJECT.**

WHEREAS, On June 18, 2024, the City Council adopted the Annual Appropriation Resolution No. 2024-87 to appropriate from each of the several funds of the City to each Department of the City amounts set forth in the Annual Budget Business and Financial Plan for Fiscal Year 2024-25.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUISUN CITY:

THAT the annual appropriation for the Park Development Fund is hereby amended as follows:

		<u>Increase/ (Decrease)</u>
TO:	Park Development Fund	\$ 740,000
	Total	<u>\$ 740,000</u>

THAT account titles and numbers requiring adjustment by this Resolution are as follows:

		<u>Sources</u>	<u>Uses</u>
Revenue:			
A/C No. 300-6520-70101	Park Developmet Fund- Beginning Balance	\$ 740,000	
Appropriation:			
A/C No. 300-9855-96210	Heritage Park Enhancement-Capital Design		\$ 54,000
A/C No. 300-9855-96420	Heritage Park Enhancement-Bldg/Facility Repairs		\$ 686,000
	Total Fund 010	<u>\$ 740,000</u>	<u>\$ 740,000</u>

THAT the purpose is to appropriate funds into the budget to cover cost of the Heritage Park Enhancement Project.

ADOPTED AND PASSED at a regular meeting of the City Council of the City of Suisun City duly held on the 15th day of October 2024, by the following vote:

AYES: COUNCILMEMBERS
NOES: COUNCILMEMBERS
ABSENT: COUNCILMEMBERS
ABSTAIN: COUNCILMEMBERS

WITNESS my hand and seal of the said City this 15th day of October 2024.

Anita Skinner,
City Clerk

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council Adoption of Resolution No. 2024-___: Accepting the Annual Comprehensive Financial Report (ACFR), the Report of Federal Awards in Accordance with OMB Circular A-133, and the Measure S General Transactions and Use Tax Audit for Fiscal Year 2022-2023.

FISCAL IMPACT: There would be no fiscal impact associated with the acceptance of the proposed Resolution.

STRATEGIC PLAN: Provide Good Governance, Section 4.1 – Review and update required planning and financial documents as needed for transparency.

BACKGROUND: The City is required to undergo an independent audit in compliance with California Government Code Sections 25250 and 25253. The Finance Department prepared the ACFR in conformance with the principles and standards for financial reporting set forth by the Government Accounting Standards Board (GASB). The City is also mandated to have an independent, annual single audit in conformity with the provisions of the Single Audit Act of 1996 and the U.S. Office of Management and Budget Circular A-133 Compliance Supplement. The annual audit is performed for every fiscal year. Selection of auditor goes through an RFP (Request for Proposal) process. The City awarded the audit services contract to Chavan and Associates, LLP in 2021 for fiscal year 2021-22, 2022-23 and 2023-24.

STAFF REPORT:

Chavan & Associates, LLP (C&A), an external auditing firm, has completed its fieldwork and has provided the City with the necessary adjustments to the general ledger. The Annual Comprehensive Financial Report (ACFR) (Attachment 2) summarizes the results of operations of all Funds for the Fiscal Year ending June 30, 2023. C&A has determined that the City has a clean audit report.

The Government Accounting Standards Board (GASB) issues number of statements to set forth any changes in reporting requirements. GASB Statement Number 34 (GASB 34) required numerous changes to the presentation of the ACFR. With this implementation, the financial report contains two statements: the Government-Wide Financial Statements and the Fund Financial Statements.

The Government-Wide Financial Statements are designed to provide readers with a broad overview of the City’s finances. As of June 30, 2023, the City’s assets were \$184.1 million, its deferred outflow of resources was \$11.1 million, liabilities were \$40 million, deferred inflow of resources was \$3.1 million and its net position was \$152.1 million, as illustrated on ACFR page 41-42.

GASB 68 requires changes in how the City reports its long-term pension obligations beginning in FY 2014-15. The new accounting standards provide additional transparency on long-term pension obligations in annual financial reports. Net pension liabilities are reported on the City-wide balance sheet, providing citizens and others a clearer picture of the size and nature of the financial obligations owed to current and former employees for pension benefits. GASB 68 requires governments providing

defined benefit pensions to recognize their long-term obligation for pension benefits as a liability. Previously, the City, like most California cities, had only reported the Annual Required Contribution (ARC) to the pension plan in its financial reports. Now, the Net Pension Liability must be recorded in the balance sheet.

As a long-term obligation, the Net Pension Liability is not recorded in the modified accrual basis financial statements for governmental funds. The liability impact is limited to the Government-Wide Financial Statements and does not impact the modified accrual current resources focus of the General Fund, other governmental funds, or the budget-to-actual comparison. Therefore, the General Fund, the Housing Authority Fund and other governmental funds will not contain this liability; their liability is reported in the Government-Wide Financial Statements.

The accounting valuation for financial reporting actuarial study determines the total liability of the pension plan. To determine the Net Pension Liability, the City contracted with CalPERS (California Public Employees Retirement System) to prepare GASB 68 Accounting Valuation Reports for all five of the City’s retirement plans. As of June 30, 2023, the City’s reported net pension liability for its proportionate shares of the net pension liability of each Plan are as follows:

	Proportionate Share of Net Pension Liability/(Asset)
Miscellaneous	\$ 10,650,868
Safety	\$ 12,926,446
Total Net Pension Liability	\$ 23,577,313

Detailed information on the pension plan can be found on ACFR Note 9, pages 88-92.

In June 2015, GASB released new accounting standards for postretirement benefit programs, GASB 74 and GASB 75. In August 2018, the City released a request for proposal for actuarial valuation of retiree health insurance as of June 30, 2018. The City selected Dempsey, Filliger & Associates, LLC (DFA) to perform the actuarial report on an annual basis. As of June 30, 2023, the City’s reported Other Post Employment Benefit (OPEB) is \$3,122,513.

The City has not adopted an irrevocable trust for the pre-funding of retiree healthcare benefits. The City operates in a Pay-As-You-Go Plan and contributes \$151 per month on behalf of all eligible retirees and surviving spouses, who are responsible for the premium costs of their selected health plan. Detailed information on OPEB plan can be found on ACFR Note 10, page 92-95.

The Fund Financial Statements focus on short-term inflows and outflows of spendable resources and the remaining year-end balances available for spending. This information is useful in evaluating the City’s near-term financing requirements.

As shown on ACFR page 48, the General Fund balance as of June 30, 2023, is \$11,113,852. The net change in fund balance is an increase of \$927,021.

A summary of the variances is presented on the table below:

Fiscal Year 2022-23 General Fund – Revenues and Expenditures

	Final Adopted Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
Taxes-Property	2,510,997	2,868,342	357,345
Taxes-Transient Occupancy	732,177	711,130	(21,047)
Sales Tax	3,220,063	3,340,078	120,015
Sales & Use Tax (Measure S)	3,773,433	3,815,759	42,326
License & Permits	1,823,642	1,938,323	114,681
Fines & Forfeitures	416,600	215,478	(201,122)
Intergovernmental Revenues	3,415,700	3,036,063	(379,637)
Charges for Services	4,602,877	3,702,351	(900,526)
Investment Earnings	63,010	74,501	11,491
Other Revenues	117,800	35,049	(82,751)
Total Revenues	20,676,299	19,737,074	(939,225)
Total Expenditures	23,425,574	20,156,993	3,268,581
Other Financing Sources/(Uses)	(386,804)	1,338,422	1,725,226
Net Change in Fund Balance	(3,136,079)	918,503	4,054,582
Fund Balance Beginning, July 1 2022	10,186,831	10,186,831	-
Fund Balance Ending, June 30 2023	7,050,752	11,105,334	

For FY 2022-23, overall General Fund revenue was lower compared to the budget by \$939,225. The significant negative impact was due to under performance of revenue in Fines and forfeitures, Intergovernmental, and Charges for Services.

The General Fund actual expenditures were lower by \$3,268,581 from the budget excluding emergency reserves. Almost all Departments ended with lower expenditures compared to the budget. Most of the

unexpended budget came from public safety due to delay in hiring the budgeted positions. Measure S funded projects such as Clean California Grant funding match, and Fire Station Bathroom upgrades have been rescheduled. The detailed comparison of the budget to actual can be found on ACFR page 101.

In terms of Other Financing Sources and Uses, most of the transfers in and out of the general fund are related to landscape and lighting districts spending. The significant transfer in are from the Measure S, American Rescue Plan Act, and Facilities Improvement Funds.

The Statement of Revenues, Expenditures and Changes in Fund Balance for the City’s major funds are illustrated, starting on ACFR page 45. Individual financial statements for the City Funds are available at the beginning of ACFR page 115. The former Redevelopment Agency financial information is now classified as a Private Trust Fund; statements can be found on ACFR pages 57-58 along with Custodial Funds.

The following sections of the ACFR can be found on the following pages:

- Independent Auditor’s Report – Page 17-19
- Management’s Discussion and Analysis – Page 22-36
- Notes to Financial Statements – Page 62-96
- Custodial (Fiduciary) Funds Statements – Page 189-198
- Statistical Section – Page 203-221

SINGLE AUDIT REPORT-REPORT ON FEDERAL GRANT AWARDS AUDIT REPORT

Referring to attachment no. 3 - a copy of the Report on Federal Awards in Accordance with federal Office of Management and Budget (OMB) Circular A-133 for FY 2022-23. The report analyzes the City and Housing Authority compliance with OMB Circular A-133 regarding federally funded programs, including police grants, street improvement grants, capital improvement grants, and Section 8 housing grants.

The single audit reported no findings.

Additional information is available upon request to the Accounting Department.

MEASURE S GENERAL TRANSACTIONS AND USE TAX AUDIT REPORT (ORDINANCE NO. 742)

Referring to attachment no. 4 is a copy of the Measure S General Transactions and Use Tax Audit for FY 2022-23. The statement represents the revenues and expenditures for the Measure S General Transactions and use tax under Ordinance No. 742 of City of Suisun City (the “City”) for the year ended June 30, 2023. The report was submitted and accepted by the General Tax Oversight (Measure S) Committee on May 29, 2024.

STAFF RECOMMENDATION:

It is recommended that the City Council review and adopt Resolution No. 2024-____: A Resolution of the City Council of the City of Suisun City Accepting the Annual Comprehensive Financial Report (ACFR), the Report of Federal Awards in Accordance with OMB Circular A-133, and the Measure S General Transactions and Use Tax Audit for Fiscal Year 2022-2023.

DOCUMENTS ATTACHED:

1. Resolution No. 2024-____: Accepting the Annual Comprehensive Financial Report (ACFR), the

Report on Federal Awards in Accordance with OMB Circular A-133, and the Measure S General Transactions and Use Tax Audit for fiscal year 2022-2023.

2. Single Audit Report - Report on Federal Awards in Accordance with federal Office of Management and Budget (OMB) Circular A-133 for FY 2022-23
3. Audit Report - Measure S General Transactions and Use Tax Audit (Ordinance No. 742)
4. Annual Comprehensive Financial Report (ACFR) for FY 2022-23* (Due to size the attachment is available online at):

https://www.suisun.com/files/sharedassets/suisuncity/v/1/departments/finance-department/documents/financial-statements/2022-23-city-of-suisun-city-acfr_callp.pdf

PREPARED BY:

Lakhwinder Deol, Finance Director

REVIEWED BY:

Bret Prebula, City Manager

APPROVED BY:

Bret Prebula, City Manager

ATTACHMENTS:

1. Resolution - FY 22-23 City ACFR
2. Single Audit Report - Report on Federal Awards in Accordance with federal Office of Management and Budget (OMB) Circular A-133 for FY 2022-23
3. Audit Report - Measure S General Transactions and Use Tax Audit (Ordinance No. 742)

RESOLUTION NO. 2024-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ACCEPTING THE ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR),
THE REPORT ON FEDERAL AWARDS IN ACCORDANCE WITH
OMB CIRCULAR A-133, AND THE MEASURE S GENERAL TRANSACTIONS
AND USE TAX AUDIT FOR FISCAL YEAR 2022-2023**

WHEREAS, the City of Suisun City endeavors to manage its financial affairs in a prudent and professional manner, consistent with Generally Accepted Accounting Practices; and

WHEREAS, an annual audit conducted by outside auditors is an essential method to ensure we meet this goal of fiscal prudence; and

WHEREAS, the accounting firm of Chavan & Associates, LLP (C&A) conducted the audit and concluded that the City’s financial statements “present fairly in all material respects the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Suisun City, California, as of June 30, 2023”; and

WHEREAS, the City of Suisun City’s Annual Comprehensive Financial Report (ACFR), the Report on Federal Awards in Accordance with OMB Circular A-133, and the Measure S General Transactions and Use Tax Audit for fiscal year 2022-2023, was presented to the City Council for its review and acceptance.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Suisun City hereby accepts the Annual Comprehensive Financial Report (ACFR), the Report on Federal Awards in Accordance with OMB Circular A-133 and the Measure S General Transactions and Use Tax Audit for fiscal year 2022-2023.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City held on Tuesday the 15th day of October 2024 by the following vote:

AYES: Councilmembers: _____
NOES: Councilmembers: _____
ABSENT: Councilmembers: _____
ABSTAIN: Councilmembers: _____

WITNESS my hand and the seal of said City this 15th day of October 2024.

Anita Skinner
City Clerk

CITY OF SUISUN CITY, CALIFORNIA

SINGLE AUDIT REPORT

FOR THE YEAR ENDED JUNE 30, 2023



Chavan & Associates, LLP
Certified Public Accountants
15105 Concord Circle, Ste 130
Morgan Hill, CA 95037

CITY OF SUISUN CITY, CALIFORNIA
SINGLE AUDIT REPORT
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JUNE 30, 2023

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**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE FOR EACH
MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH THE UNIFORM GUIDANCE**

To the Honorable Mayor and Members of the
City Council of the City of Suisun City
City of Suisun City, California

Report on Compliance for Each Major Federal Program

Opinion over Each Major Federal Program

We have audited the City of Suisun City (the City)'s compliance with the types of compliance requirements described in *OMB Compliance Supplement* that could have a direct and material effect on each of the City’s major federal programs for the year ended June 30, 2023. The City’s major federal programs are identified in the summary of auditor’s results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major federal programs

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and Uniform Guidance are further described in the Auditor’s Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal programs. Our audit does not provide a legal determination of the City ’s compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City’s federal programs.



Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal programs.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.



Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

C & A LLP

March 26, 2024
Morgan Hill, California

CITY OF SUISUN CITY, CALIFORNIA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

<u>Federal Grantor/Pass-Through Grantor/Program Title</u>	<u>Assistance Listing</u>	<u>Pass Through Number</u>	<u>Federal Expenditures</u>
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			
Section 8 Housing Choice Vouchers	14.871	N/A	\$ 2,934,883
Community Development Block Grant	14.228	N/A	<u>53,242</u>
Total U.S. Department of Housing and Urban Development			<u>2,988,125</u>
U.S. DEPARTMENT OF TRANSPORTATION			
Passed Through California Office of Traffic Safety			
Traffic Records Improvement Project	20.616	SC14421	<u>7,225</u>
Total U.S. Department of Transportation			<u>7,225</u>
U.S. DEPARTMENT OF TREASURY			
Pass-through program from the State of California			
Coronavirus State and Local Fiscal Recovery Funds	21.027 ⁽¹⁾	N/A	<u>1,418,240</u>
Total U.S. Department of Treasury			<u>1,418,240</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			<u>\$ 4,413,590</u>

⁽¹⁾ Audited as major program
Note: There were no federal grants passed through to subrecipients

The accompanying notes are an integral part of this financial statement.

CITY OF SUISUN CITY, CALIFORNIA
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the schedule) includes the federal grant activity of the City of Suisun City (the City) under programs of the federal government for the year ended June 30, 2023. The information in this schedule is presented in accordance with the requirements of the Office of Management and Budget Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City.

Note 2. Summary of Significant Accounting Policies

Expenditures reported on the schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available. The City has elected not to use the 10 percent de-minimus indirect cost rate as allowed under Uniform Guidance.

Note 3. Relationship to the Basic Financial Statements

The amounts reported in the accompanying schedule agree, in all material respects, to amounts reported within the City's financial statements. Federal award revenues are reported principally in the City's financial statements as intergovernmental revenues.

Note 4. Relationship to Federal Financial Reports

Amounts reported in the accompanying schedule agree or can be reconciled with the amounts reported or to be reported in the federal financial reports.

Note 5. Pass-Through Entities' Identifying Number

When federal awards were received from a pass-through entity, the Schedule of Expenditures of Federal Awards shows, if available, the identifying number assigned by the pass-through entity. When no identifying number is shown, the City has determined that no identifying number is assigned for the program, or the City was unable to obtain an identifying number from the pass-through entity.

CITY OF SUISUN CITY, CALIFORNIA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued	<u>Unmodified</u>
Internal control over financial reporting:	
Material weaknesses?	___ Yes <u> x </u> No
Significant deficiencies identified not considered to be material weaknesses?	___ Yes <u> x </u> None Reported
Non-compliance material to financial statements noted?	___ Yes <u> x </u> No

Federal Awards

Internal control over major programs:	
Material weaknesses?	___ Yes <u> x </u> No
Significant deficiencies identified not considered to be material weaknesses?	___ Yes <u> x </u> None Reported

Type of auditor's report issued on compliance over major programs	<u>Unmodified</u>
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)	___ Yes <u> x </u> No

Identification of Major Programs:

<u>Assistance Listing</u>	<u>Name of Federal Program</u>
21.027	Coronavirus State and Local Fiscal Recovery Funds

Dollar threshold used to distinguish between type A and type B programs:	<u>\$ 750,000</u>
Auditee qualified as low risk auditee?	<u> x </u> Yes ___ No

CITY OF SUISUN CITY, CALIFORNIA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

Section II - Financial Statement Findings

No findings noted.

Section III - Federal Award Findings and Questioned Costs

No findings noted.

CITY OF SUISUN CITY, CALIFORNIA
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

Section II - Financial Statement Findings

No findings noted.

Section III - Federal Award Findings and Questioned Costs

No findings noted.



INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Honorable Mayor and Members of the
City Council of the City of Suisun City
City of Suisun City, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the City of Suisun City (the “City”) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements, and have issued our report thereon dated March 26, 2024.

Report on Internal Control over Financial Reporting

Management is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit of the financial statements, we considered the City’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City’s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those



provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

C & A LLP

Morgan Hill, California
March 26, 2024

**CITY OF SUISUN CITY
CALIFORNIA**

**MEASURE S
GENERAL TRANSACTIONS AND
USE TAX AUDIT
(ORDINANCE NO. 742)**

For the Year Ended June 30, 2023

* * *



Chavan & Associates, LLP
Certified Public Accountants
15105 Concord Circle, Suite 130
Morgan Hill, CA 95037

**CITY OF SUISUN CITY
CALIFORNIA**

MEASURE S GENERAL TRANSACTION AND USE TAX
ORDINANCE No. 742

FOR THE FISCAL YEAR ENDED JUNE 30, 2023

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the
City Council of the City of Suisun City
City of Suisun City, California

Report on the Financial Statements

Opinions

We have audited the accompanying Measure S statement of revenues and expenditures of the City of Suisun City's (the "City"), as of and for the year ended June 30, 2023, and the related notes to the financial statement, which comprises the Measure S statement of revenues and expenditures for the City.

In our opinion, the Measure S financial statement referred to above presents fairly, in all material respects, the statement of revenues and expenditures of the City of Suisun City's Measure S, as of June 30, 2023, in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Other Information

The accompanying statement was prepared to present the revenues and expenditures pursuant to Measure S and Ordinance No. 742 as described in the Notes and is not intended to be a complete presentation of the City's revenues and expenditures. It does not purport to, and does not, fairly present the financial statements of the City as of June 30, 2023, and its changes in financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.



Responsibilities of Management for the Financial Statements

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and GAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and GAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.



Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 3, 2024, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

C & A LLP

February 3, 2024
Morgan Hill, California

**CITY OF SUISUN CITY
CALIFORNIA**

MEASURE S GENERAL TRANSACTIONS AND USE TAX
ORDINANCE NO. 742

STATEMENT OF REVENUES AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive/(Negative)
REVENUES				
Sales & Use Tax	\$ 3,573,350	\$ 3,773,433	3,815,759	\$ 42,326
Net Investment Income (Loss)	5,000	5,000	20,160	15,160
Total Revenues	<u>3,578,350</u>	<u>3,778,433</u>	<u>3,835,919</u>	<u>57,486</u>
EXPENDITURES				
Ongoing Expenditures:				
Police Department				
Police General Operation	311,111	255,648	1,135,894	(880,246)
Police Officer	596,685	596,685	-	596,685
Dispatcher	327,443	327,443	327,443	-
Community Services Officer	116,249	116,249	-	116,249
Total Ongoing Police Department Expenditures	<u>1,351,488</u>	<u>1,296,025</u>	<u>1,463,337</u>	<u>(167,312)</u>
Fire Department				
Fire General Operation	311,111	255,648	1,135,893	(880,245)
Fire Engineer	195,291	433,400	-	433,400
Fire Marshall	245,860	195,291	-	195,291
Fire Division Chief	495,480	245,860	-	245,860
Fire Captain	125,573	495,480	-	495,480
Total Ongoing Fire Department Expenditures	<u>1,373,315</u>	<u>1,625,679</u>	<u>1,135,893</u>	<u>489,786</u>
Information Technology				
Computer Technician	-	125,573	125,573	-
Othe Genreal Fund Support	-	-	322,474	(322,474)
Total Ongoing Expenditures	<u>2,724,803</u>	<u>3,047,277</u>	<u>3,047,277</u>	<u>-</u>
Capital Projects				
Fire Type 5- Vehicle	-	123,000	25,613	97,387
Fire Bathroom Remodel	165,000	165,000	-	165,000
SR12 Clean CA Grant	578,547	215,000	-	215,000
Public Safety Communication System	225,000	225,000	225,000	-
Street Repair Program	-	616,000	129,423	486,577
Business Mgmt-Phase 1	50,000	70,000	33,389	36,611
Total Capital Projects	<u>1,018,547</u>	<u>1,414,000</u>	<u>413,425</u>	<u>1,000,575</u>
Total Expenditures	<u>3,743,350</u>	<u>4,461,277</u>	<u>3,460,702</u>	<u>1,000,575</u>
Excess (Deficiency) of Revenues over Expenditures	(165,000)	(682,844)	375,217	1,058,061
Measure S Balance Beginning	165,000	682,844	682,844	-
Measure S Balance Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,058,061</u>	<u>\$ 1,058,061</u>

The notes to the financial statement are an integral part of this statement.

**CITY OF SUISUN CITY
CALIFORNIA**

MEASURE S GENERAL TRANSACTIONS AND USE TAX
ORDINANCE No. 742

NOTES TO THE FINANCIAL STATEMENT
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

1. Description of Reporting Entity

The statement represents the revenues and expenditures for the Measure S General Transactions and use tax under Ordinance No. 742 of City of Suisun City (the “City”) for the year ended June 30, 2023. The accompanying statement of revenues and expenditures presents only the activities from the expenditure of Measure S taxes is not intended to present the financial position and result of operation of the City in conformity with accounting principles generally accepted in the United States of America.

2. Description of Measure S

Measure S is a 1% local tax applied to gross receipts of any retailer within the city and collected similarly to sales and use tax. It was passed by a majority of the voters in November of 2016 through City Ordinance No. 742.

3. Statement of Grant Revenues and Expenditures

The statement of revenues and expenditures presents the eligible costs charged to Measure S by the City and the revenues received from general transactions and use tax from the sale of tangible personal property at retail within the City.

4. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the statement. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. The City used the modified accrual basis of accounting. Revenues are recognized when collection of the amounts can be reasonably estimated to be received in the near future, typically 60 days after year end. Expenditures are generally recognized in the period in which goods and services are received or a liability is incurred.

5. Budgeting

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. All annual appropriations lapse at fiscal year-end. The City submits requests for appropriations to the City Manager so that a budget may be prepared. The proposed budget is presented to the City Council for review. The Council holds public hearings and adopts a final budget.

The appropriated budget is prepared by fund, function, and department. The City Manager may make transfers of appropriations within a department. Transfers of appropriations between funds require the approval of the City Council. The legal level of budgetary control is the fund level.



**INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable Mayor and Members of the
City Council of the City of Suisun City
City of Suisun City, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Measure S statement of revenues and expenditures of the City of Suisun City (the “City”) as of and for the year ended June 30, 2023, and the related notes to the Measure S financial statement, which comprises City’s Measure S statement of revenues and expenditures, and have issued our report thereon dated February 3, 2024.

Internal Control over Financial Reporting

In planning and performing our audit of the Measure S financial statement, we considered the City’s internal control over financial reporting (internal control) as a basis for designing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the Measure S financial statement, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City’s Measure S financial statement will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.



Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure S financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, including the applicable statutes, rules and regulations of Measure S and City Ordinance No. 742, noncompliance with which could have a direct and material effect on the determination of Measure S financial statement amounts. Unless otherwise noted our separate compliance opinion related to Measure S, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

C & A LLP

February 3, 2024
Morgan Hill, California



**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE
WITH REQUIREMENTS APPLICABLE TO MEASURE S
GENERAL TRANSACTIONS AND USE TAX
IN ACCORDANCE WITH CITY ORDINANCE NO. 742**

To the Honorable Mayor and Members of the
City Council of the City of Suisun City
City of Suisun City, California

Report in Compliance

Opinion

We have audited the City of Suisun City’s (the City) compliance of the Measure S revenues and expenditures with the types of compliance requirements described in Measure S General Transactions and Use Tax and Ordinance No. 742, as of and for the fiscal year ended June 30, 2023.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the Measure S revenues and expenditures for the fiscal year ended June 30, 2023.

Basis for Opinion

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of City of Suisun City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on Measure S compliance. Our audit does not provide a legal determination of City of Suisun City’s compliance with the compliance requirements referred to above.

Management’s Responsibility

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to Measure S.

Auditor's Responsibility

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on City of Suisun City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about City of Suisun City's compliance with the requirements of Measure S.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding City of Suisun City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of City of Suisun City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test, but not for the purpose of expressing an opinion on the effectiveness of City of Suisun City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.



A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

This report is intended solely for the information and use of City Council and management and is not intended to be and should not be used by anyone other than these specified parties.

C & A LLP

February 3, 2024
Morgan Hill, California



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MEMORANDUM

VIA ELECTRONIC MAIL

TO: Honorable Mayor and City Councilmembers
City of Suisun City

CC: Bret Prebula, City Manager

FROM: Patrick Enright, City Attorney

DATE: October 15, 2024

SUBJECT: Approval of Updated Norms and Procedures, Relevant Policies, and Municipal Code Sections

The City Council met on July 23, 2024, and August 20, 2024, to discuss its Norms and Procedures. The document has not been updated since 2019, and the City Council desires to review all aspects of it.

From this discussion, city staff took the consensus from the City Council during their discussions and adjusted the language throughout the document to meet the City Council's desires and best practices throughout the industry.

I have attached a blue line and red line copy with changes highlighted from the August 20 meeting and additional comments from the City Attorney's office. The blue lines are from the August 20, 2024 meeting, and the red lines are the City Attorney's office changes. I want to highlight the following sections:

Section 1.4 City Manager Responsibilities - This section deletes the requirement for the City Manager to receive the prior approval of the City Council prior to the appointment, removal, promotion, or demotion of department heads. Suisun City Municipal Code section 208.110 currently provides for the prior approval of the city council prior to the appointment, removal, promotion, or demotion of department heads. Municipal Code section 2.08.100 also gives the City Manager the authority to control, order, and give directions to all heads of department and to sub-beyond officers and employees of the City. Government Code section 36506 provides that the city council shall fix the compensation for all appointed officers and employees.

While the language of the Government Code may imply that the city council may require the city manager to receive Council approval prior to hiring, firing, or demoting department heads, universal practice is that this is limited to “appointed officers and employees,” namely City Manager, City Attorney, City Clerk, City Treasurer. The City Manager has complete hiring and firing authority over department heads to ensure the smooth operations of the city, and if the Council is not pleased with the hiring and firing of departments, the Council’s control is through the personnel evaluation and hiring and firing of the City Manager.

The City Attorney’s office will prepare an ordinance for the City Council in November to make the municipal code consistent with the policy.

Section 3.7 City Seal - Added language about the use and purpose of City Seal and City Insignia.

Section 3.8—Emails and Social Media—Corrected code section for Public Records Act. Effective January 1, 2023, the Legislature re-codified and renumbered all of the sections for the Public Records Act from section 6250 et seq. to 7920.000 et seq.

Section 3.9 - Compensation - The Mayor has a separate Government Code for compensation and added.

Sections 5.2, 5.3, and 5.4 - Recruitment, Nomination, and Appointment Process - Revised in accordance with the discussion on August 20, 2024.

Section 5.7 - Norms and Procedures and Conflicts of Interest - Subsection (c) was added per Council discussion, and the City Attorney’s office added subsection (d) to address political activities by Councilmembers in their official duties.

Section 8.9—Proclamations—Added pursuant to discussions of the City Council. The appendix establishes the processing of proclamations and placements on the agenda, with guidelines for permissible and impermissible proclamations.

We recommend the following:

- Adopt Resolution Amending the Council Norms and Procedures to create an Updated Norms and Procedure Policy.

Attachments:

1. Resolution No. 2024-__: Amending the Norms and Procedures and Relevant Policies
2. Suisun City Council Norms & Procedures – Redline Version
3. Suisun City Council Norms & Procedures – Clean Version with Appendix A

RESOLUTION NO. 2024-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AMENDING THE NORMS AND PROCEDURES AND RELEVANT POLICIES**

WHEREAS, on July 30, 2019 the City Council of the City of Suisun City established the Norms and Procedures to promote communication, understanding, fairness, and trust among the members of the City Council and staff concerning their roles, responsibilities, and expectations for management of the business of the City of Suisun City; and

WHEREAS, on February 18, 2020, the City Council of the City of Suisun City amended the Council Norms and Procedures; and

WHEREAS, on February 15, 2022 the City Council of the City of Suisun City amended the Council Norms and Procedures; and

WHEREAS, on July 19, 2022, the City Council of the City of Suisun City amended the Council Norms and Procedures; and

WHEREAS, the City Council held a Norms and Procedures study session on July 23, 2024 to discuss and review the Norms and Procedures; and

WHEREAS, the City Council discussed the edits at the August 20, 2024 City Council meeting, requesting staff bring back the final document for adoption; and

WHEREAS, the City Council reviewed the Council Norms and Procedures and provided directions to the City Attorney to prepare an amended Council Norms and Procedures; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City adopts the amended Norms and Procedures as set forth in the attached document entitled “City of Suisun City Council Norms and procedures

PASSED AND ADOPTED at a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 15th day of October 2024, by the following vote:

AYES:	Council Members:	_____
NOES:	Council Members:	_____
ABSENT:	Council Members:	_____
ABSTAIN:	Council Members:	_____

WITNESS my hand and the seal of said City this 15th day of October 2024.

Anita Skinner
City Clerk



SUISUN CITY COUNCIL:

Mayor Alma Hernandez
Mayor Pro Tem Princess Washington
Councilmember Jenalee Dawson
Councilmember Amit Pal
Councilmember Marlon Osum

ORIGINAL ADOPTION:

July 30, 2019

AMENDED:

FEBRUARY 18, 2020

FEBRUARY 15, 2022

JULY 19, 2022

AUGUST 20, 2024

SUISUN CITY COUNCIL NORMS & PROCEDURES

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SUISUN CITY COUNCIL NORMS & PROCEDURES

Section 1. GENERAL

1.1 Purpose.

The purpose of these Norms and Procedures is to promote communication, understanding, fairness, and trust among the members of the City Council and staff concerning their roles, responsibilities, and expectations for management of the business of the City of Suisun City.

In the interest of promoting best practices in our local government as Municipal Legislators, this document will include operational procedures, policies, and practices.

1.2 Code of Conduct.

The residents and businesses of Suisun City are entitled to have a fair, ethical and accountable local government, which has earned the public's full confidence for integrity. The effective function of our democratic government by law requires that:

- Our public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government,
- Our public officials will be independent, impartial and fair in their judgment and action,
- We will ensure the public office be used for the public good, and not for personal gain,
- Public deliberations and processes will be conducted openly, unless legally confidential, in an atmosphere of respect and civility, and
- Legally confidential discussions in closed sessions shall remain confidential to protect the City from liability and the processes of city governance.

In addition to the legal commitments noted above, the City of Suisun City Council agrees to the following governing norms:

- Be transparent and authentic; say what you mean and mean what you say.
- Afford each council member the time and opportunity to share their interest, and refrain from dominating the discussion.
- Be cooperative and assume one another's good intentions.
- Work as a team on behalf of the community, and not as competitors.
- Respect the Council / Manager form of government, including not directing staff.
- Following a council vote, support the decision of the body.
- No personal attacks or profanity.

1.3 Overview of Council responsibilities.

Suisun City is a California General Law city with a council/manager form of government. The City Council, which is elected directly by city voters, is assisted by a number of appointed and separately elected officials to provide services for City residents. The City Council has the following duties and responsibilities:

(a) Appointment of the City Manager and City Attorney. The City Council shall appoint the City Manager and the City Attorney. The City Manager shall implement City Council policy and run day-to-day operations of Suisun City. The City Attorney shall provide legal advice and act as counsel to elected officials and city staff in adherence to all federal, state and local laws pertaining to city operations and public policy. There should be an annual review for the City Manager and the City Attorney.

The City Manager's annual review shall follow closely the format included in the City Manager's contract and include goals for the next period. Less formal evaluations may take place quarterly or every six months at the pleasure of the Council. A separate procedure will be established for this evaluation.

The City Attorney's annual review shall be at a format proposed by the Mayor and agreed upon by the Council informally.

The Mayor at his/her discretion may annually create an ad hoc to oversee annual review process and prepare a summary evaluation.

(b) Establishment of boards, commissions, and committees (each a "City Body" and together "City Bodies") ~~and appointment of members.~~ With the consent of the Council, the Mayor may establish City Bodies. ~~Pursuant to Government Code Section 40605, an elected Mayor, as is the Suisun City Mayor, may make appointments of members to the City Bodies, with the approval of the City Council. The Mayor may, from time to time, cede this authority by resolution of the Council.~~

(c) Legislative decisions. The Council is the legislative body; its members are the community's decision makers. Power is centralized in the elected City Council collectively and not in individual members of the Council. The City Council approves the budget and determines the public services. It focuses on the community's goals, major projects and such long term considerations as community growth, financing and strategic planning. The City Council hires a professional City Manager to carry out administrative responsibilities and the City Council collectively supervises the City Manager's performance.

(d) Legislative Advocacy. The City Council, as the governing body, should develop where possible, with or without the assistance of outside professionals, a state and federal legislative platform. This platform shall be the guiding principles, which the City Council and City Manager use to advocate for the needs of Suisun City. From time to time, support or opposition letters or actions may be needed from the City, and often such action is required in short order, thereby preventing review by the full City Council. In such cases the following shall be the process:

- i. When a letter or action is needed to request funding for Suisun City, the Mayor shall have the authority to sign such a letter or provide such direction.
- ii. If the letter or action is to support or oppose a specific state or federal action or legislation, the proposed Suisun City position must be taken

- to a smaller body, such as a legislative subcommittee of the City Council comprised of the Mayor and one other City Council Member.
- iii. The additional subcommittee member is appointed by the Mayor with the consent of the Council consent. This appointment shall be made in December of each year for the following 12 months.

1.4 Overview of City Manager responsibilities.

The City Manager is hired to serve the City Council and the community and to bring the benefits of education, training and experience in administering the City's projects, programs, and public services on behalf of the City Council. The City Manager follows the direction of the entire City Council and not individual members of the Council or the public, and serves at the sole discretion of the Council.

As the City's Chief Executive Officer, the City Manager oversees:

- Department heads and department operations
- Budget development and fiscal management
- Policy implementation
- Personnel administration and human resources
- Labor relations
- Intergovernmental relations
- Service delivery
- Elected official support
- A variety of special projects and assignments

The City Manager appoints, removes, promotes, and demotes any and all officers and employees of the city except the City Clerk, City Attorney, and City Treasurer. ~~Appointment, removal, promotion, or demotion of department heads shall require prior approval of the City Council. (Ord § 2-08.110)~~

Among the chief duties, the City Manager will implement the Council's policies, projects, programs, and public services in an effective and efficient manner, providing professional advice on policy matters, intergovernmental affairs, economic development, and environmental issues.

1.5 Annual Review.

The City Council shall conduct a review of this document annually within three months prior to the start of a new fiscal year, or whenever Council deems necessary, to assist Council Members in being more productive in management of the business of the City.

1.6 Ralph M. Brown Act.

All conduct of each City Body, as well as Task Forces and Ad Hocs shall be in full compliance with the Ralph M. Brown Act.

SECTION 2. COUNCIL REORGANIZATION

2.1 Mayor Pro Tem Selection Process.

In December of each year, the Mayor shall select and appoint a Mayor Pro Tem, with consent of the City Council, from among all the members of the Council, irrespective of whether they were elected or appointed. Selection and appointment shall be at the first meeting of a new term following each General Municipal Election or at the first meeting in December during non-election years. For all intents and purposes, the title Mayor Pro Tem and Vice Mayor are used interchangeably. The term of the appointment shall be for a 12-month period commencing on January 1st of each year, unless otherwise provided for by majority vote of the Council.

2.2 Duties of the Mayor Pro Tem/Vice Mayor

The Vice Mayor remains as one member of the City Council and has no rights or authority different from any other member of the Council. The Vice Mayor is the designated individual to represent the Mayor and perform any duties as required when the Mayor is unavailable. If the Mayor will be unavailable for an extended period of time, the Mayor shall provide notification to the Vice Mayor, City Manager, and City Clerk, in addition to outlining any additional duties.

2.3 Appointment of a Council Vacancy.

In the event of a vacancy of office on the happening of any of the events provided in Government Code section 1770~~or the death or resignation of any Council Member~~, the ~~Council Mayor~~ shall appoint a new Council Member, ~~with the consent of the Council~~, within sixty (60) days after a vacancy or death or resignation becomes effective in compliance with the California Elections Code, unless the Council, by resolution, decides to instead call a special election. In the event of appointment, the Mayor, with the consent of the Council, shall determine by resolution the process for appointment prior to the application process and in accordance with State law.

SECTION 3. ADMINISTRATIVE MATTERS

3.1 Attendance.

City Council Members acknowledge that attendance at lawful meetings of the City Council is part of their official duty. Council Members shall make a good faith effort to attend all such meetings unless unable. Council Members will notify the Mayor, City Manager, and City Clerk, if they will be absent from a meeting.

Pursuant to Government Code Section 36513, “if a city councilmember is absent without permission from all regular city council meetings for 60 days consecutively from the last regular meeting he or she attended, his or her office becomes vacant and shall be filled as any other vacancy.”

3.2 Correspondence.

With some exceptions, proposed correspondence (including electronic) from individual Council Members/Mayor on City stationery shall be reviewed by the Council in draft form prior to release.

The City will provide stationary designated as “The Office of” for each member of the Council to use for correspondence as it relates to each Council Member’s elected position (e.g., thank you notes, letters of recommendation, direct communication to residents or businesses, etc.). This

letterhead will have the same information as provided on their business card. Any views expressed in this correspondence (including electronic) are solely the Council Member's own and do not represent the ~~views of the City or the Council~~City's or the Council's views.

E-mails from Council Members should be respectful and professional. This form of correspondence is a public record subject to disclosure under the California Public Records Act.

3.3 Regional Boards, Committees and Ad Hoc

The role of the Council on regional boards will vary depending on the nature of the appointment. Representing the interests of Suisun City is appropriate on some boards; this is generally the case when other local governments have their own representation. The positions taken by the appointed representatives are to be in alignment with the positions that the Council has taken on issues that directly impact Suisun City. If an issue should arise that is specific to Suisun City and the Council has not taken a position, the issue should be discussed by the Council prior to taking a formal position at a regional board meeting, to assure that it is in alignment with a majority of the Council's position.

Council representatives to such various boards shall keep the Council informed of ongoing business through written reports to the Council during properly posted Council meetings. City Council Members shall report to the Mayor and City Manager, through an electronic means created and provided to the City Council members, any updates to the City Council and public, related to work as liaisons on Regional Boards, Commissions, Committees, or Ad Hoc Committees. These updates must be completed by 5pm PST, the Wednesday before each City Council meeting. There may be weeks when no update is necessary, which should be noted in the document.

Council Members shall make a good faith effort to attend all regional meetings to which they are assigned. Attendance should not be less than 75% of all annual scheduled meetings and all absences should be reported to the Mayor. If a Council Member is unable to attend, the Council Member shall notify his/her alternate as far in advance of the meeting as possible so as to allow the alternate to attend.

A list of these assignments is maintained by the Deputy City Clerk and will be distributed to the Council when updated.

3.4 Distribution of Information.

It is essential that every member of the City Council have the same information from which to form decisions and actions. Any information distributed to one Council Member shall also be distributed to all Council Members.

The Mayor, by virtue of the position, may receive information in advance of other members of the Council in order for the City Manager to effectively proceed with the day-to-day operation of the City. The City Manager will make every effort to disseminate this information to the remaining members of the Council prior to the next City Council meeting or before the information becomes public, whether through the City Manager Weekly Update or at the City Manager's meetings with individual Council Members.

3.5 Reimbursement.

Every effort shall be made to limit the need to reimburse Council Members for expenses. City Council Members may be reimbursed for personal expenses for travel to and lodging at conferences or meetings related to their role as a Council Member. The reimbursement of expenses is limited in the following manner: Members shall be reimbursed subject to the Administrative Directive related to travel expense (AD1.) Any additional expenses that fall outside the scope of this policy may be reimbursed only if approved by the City Council, at a public meeting, before the expenses are incurred. Any request for reimbursement of expenses shall be accompanied by an expense form and receipts documenting the expenditure. These documents are public records subject to disclosure under the California Public Records Act.

3.6 Ethics and Sexual Harassment Prevention & Education Training.

Any member of the City Council or another City Body, Task Force or Ad Hoc formed by the City Council, shall receive at least two hours of ethics training in general ethics principles and ethics laws relevant to his/her public service every two years, as mandated by AB 1234, and at least two hours of sexual harassment prevention training, as mandated by AB 1661. New members must receive this training within their first year of service for ethics and six months for sexual harassment prevention training and education, and file a certificate of completion with the Deputy City Clerk. Members shall attend training sessions that are offered through the League of California Cities or locally in the immediate vicinity of Solano County, or by completing online a state-approved public service ethics education program.

An individual who serves on multiple legislative bodies need only receive two hours of each training every two years to satisfy this requirement for all applicable public service positions. If the City offers either course, the City will use a course that has been reviewed and approved by the Fair Political Practices Commission and the California Secretary of State.

The Deputy City Clerk is required to keep ethics training records for five years to document and prove that these continuing education requirements have been satisfied. These documents are public records subject to disclosure under the California Public Records Act.

3.7 City Seal.

The City Seal is an important symbol of Suisun City. No change to the City Seal shall be made without Council approval. Individual Council Members shall be careful in use of the City Seal so as not to create an appearance that the Council Member is acting on behalf of or with official endorsement of Suisun City.

The City Seal and any City Insignia shall only be used for purposes directly connected with the official business of the City of Suisun City, its City Council, boards and commissions, committees, officers or departments, except upon written authorization of the City Manager or his or her designee. City officers, employees, members of the City Council and members of City boards, commissions and committees may use stationary, printed materials and other articles with the City Seal or City Insignia while acting within the scope of their office or employment.

3.8 Use of City Email and Social Media.

Except for emergencies, public officials who are not City employees (“public officials”) conducting City business should not create any “public record” (as that term is defined in California Government Code Section ~~7920.5306253(e)~~) by using any email account that is not a City email account, or by using any non-City-controlled social media account. Instead, public officials should use a City email or City-controlled social media account for City business.

Nothing in this policy is intended to limit a public official’s use of private email and social media accounts for non-City business such as personal communications and campaign related activities.

For purposes of this policy “City-controlled social media account” is an account on a social media platform (e.g. Facebook, Instagram, Twitter) that is created and used by the City (e.g. the City’s official Facebook page, if any).

Use of City Electronic Devices. In general, when creating or modifying public records in the conduct of City business on an electronic device that can create and modify public records (e.g. computers, mobile phones, tablets), public officials should only use City-issued devices. However, public officials may use non-City electronic devices to access an official City account, such as City email and City-controlled social media accounts.

Exception: If using a City electronic device is clearly impractical or if a public official has not been issued or does not have in the public official’s possession a City electronic device, a public official may use a non-City device, but only if a copy of each affected public record is contemporaneously copied to a City account of that same public official, or to the related City-controlled social media account, or a hard copy is provided to the City for retention in City records.

Texting Only on City Devices. Except for emergencies or when communicating with the City Attorney’s Office, public officials conducting City business shall not send or receive texts on any device other than a City owned device. In an emergency, a public official may use a non-City device to text, but only if a copy of any public record that is created as a result is contemporaneously copied to a City account of that same public official, or a hard copy is provided to the City for retention in City records.

3.9 Compensation.

The Mayor and Council members are compensated in accordance with California Government Code Sections 36516 and 36516.15. The amount is memorialized in the City’s Municipal Code.

SECTION 4. COUNCIL RELATIONSHIP WITH STAFF

Suisun City is a Council/ Manager form of government. The Council establishes policy and the City Manager and their staff implement that policy. To effectively govern and maintain a healthy and productive relationship between City Council and all City Staff, the Council and staff alike must respect and abide by the roles and responsibilities of each and commit to work through the City Manager.

4.1 City Manager.

The City Manager serves as the City's chief executive officer. They implement Council policy, provide professional recommendations and guidance to the Council, direct, supervise and manage all City staff, and manage day-to-day operations. The City Manager may delegate this responsibility to Department Heads, at their discretion.

City Council Members are always free to go to the City Manager to discuss City business. Issues concerning the performance of a department or any employee must be directed to the City Manager. The City Manager will be responsible for communicating with all Council Members.

4.2 Agenda Item Questions.

Council members are to work through the City Manager or City Attorney on all issues, concerns and questions. If a Council Member has a question on an agenda item, the Council Member should contact the City Manager, if at all possible, prior to any meeting at which the item may be discussed, to allow the City Manager and their staff time to provide the most complete answer to the Council Member's question. This does not restrict Council Members from asking questions during a Council meeting.

4.3 Individual Council Member's Requests.

Council Members shall make their requests for information to the City Manager or to a Department Head including the City Manager, to respond to an individual Council Member's request for any purpose or information..

SECTION 5. PROCEDURES FOR APPOINTMENTS TO BOARDS/COMMISSIONS/COMMITTEES

5.1 Definitions of Various City Bodies, including Task Forces, Committees, Ad Hocs, Commissions, and Boards.

- (a) **Task Force:** A temporary grouping of individuals and resources for the accomplishment of a specific objective.
- (b) **Committee:** A group of people officially delegated to perform a function, such as investigating, considering reporting, or acting on a matter.
- (c) **Ad Hoc:** Committees established for a specific purpose. Formed for or concerned with one specific purpose (e.g. ad hoc compensation committee); for the particular end or case at hand without consideration of wider application; formed or used for specific or immediate problems or needs; often improvised or impromptu; contrived purely for the purpose in hand rather than carefully planned in advance.
- (d) **Commission:** A group of people officially authorized to perform certain duties or functions with certain powers or authority granted; the act of granting certain powers or the authority to carry out a particular task or duty; the rank and powers so conferred.

(e) **Board:** A group of persons having managerial, supervisory, or advisory powers. In parliamentary law, a board is a form of deliberative assembly and is distinct from a committee, which is usually subordinate to a board or other deliberative assembly – in having greater autonomy and authority.

5.2 Recruitment, Nomination and Appointment Process.

- (a) On or before December 31st of each year, the Deputy City Clerk shall prepare and post a list of all Council-appointed terms of City Bodies that expire during the next calendar year in compliance with Government Code Section 54972.
- (b) The Deputy City Clerk shall annually advertise for applicants wishing to be considered for appointment to a City Body. All persons seeking appointment to a City Body must complete and submit an application form to the Deputy City Clerk.
- (c) Annually and if an unscheduled vacancy occurs on a City Body during the year, the following steps should be taken to publicize the vacancy and fill the position:
1. Public announcement of the vacancy at a Council meeting.
 2. Newspaper advertisement announcing the vacancy.
 3. A recruitment period of at least ten (10) days.
 4. A vacancy notice posted at City Hall, the Nelson Center, and on the City's website for at least 20 days.
 5. Announcements in the local media, such as press releases, online news outlets and free weekly sales papers.
 6. Distribution to appropriate professional and community organizations and all groups that have requested notification.

~~(d) Although there may be multiple applicants, the Mayor is not required to choose from the pool of applicants and may nominate their own appointee, provided the appointee qualifies. This applies to individual Council Members where the Mayor has ceded their authority.~~

~~(e)(d)~~ All persons seeking appointment to a City board, commission or committee shall complete and submit an application form to the City Clerk as set forth in Section 5.6. Applications shall be kept on file for two years in the City Clerk's office and vacancies may be considered from the applications on file, as well as new applications.

(e) Each year, the Mayor shall appoint a two-member Ad Hoc Committee to be known as the Nominating Committee, which committee shall review all applications and interview selected applicants and, based on those efforts, shall make recommendations to the Mayor for appointments to the open positions ensuring that all recommendations meet the requirements of the City Body to which they are recommended for appointment. The Mayor may then, pursuant to Government Code Section 40605, appoint the applicants suggested by the Nominating Committee, choose to appoint another applicant from the pool of applicants, or nominate and appoint another person of their choosing, so long as the appointee meets the requirements of the City Body to which they would be appointed. All appointments to City Bodies must be approved by the City Council.

- (f) If a vacancy occurs outside of the annual recruitment cycle, the Mayor may appoint from the previous recommendation of the Nominating Committee or from the existing applications already on file if there is more than four (4) months remaining on the vacant seat. If there are less than four month remaining, the Mayor ~~may~~ elect not to fill that seat and wait for the annual recruitment process, unless there is an urgent reason to appointment immediately such as need for a quorum. The Mayor may also request that a midyear recruitment be conducted to fill the vacancy if needed.

5.3 Requirement for Appointment.

~~(a)~~ Any persons appointed to a City Commission must be a resident of Suisun City. Should any person so appointed move from the City during their term of office, such office shall be forfeited.

~~(a)(b)~~ Any person appointed to any City Body other than a City Commission is, task forces or ad hoc shall must be one of the following: 1) a residents of Suisun City, 2) or be a majority owner of a business located in Suisun City at the time of their appointment and shall remain so throughout their term of appointment, or 3) a subject matter expert on issues pertaining to the work of the City Body to which the person is appointed. Should any person ~~so~~ appointed as a resident of Suisun City move from the City, ~~or~~ or appointed as a business owner in Suisun City no longer hold majority ownership of ~~that~~ business, located within Suisun City during their term of office, such office shall be forfeited.

~~(b)(c)~~ Except as provided by state or local statute, the appointee shall not be a current City employee or currently appointed to another City Body.

5.4 Council Notification.

By October 1 of each year, the Deputy City Clerk will notify all members of the City Council ~~the Mayor~~ of expiring terms for members of ~~these~~ City Bodies.

5.5 Incumbents.

(a) At the end of the first term, the incumbent City Body member may, at the discretion of the Mayor, be reappointed for an additional term without the need to apply or interview for re-appointment. In lieu of an application, the member shall submit to the Deputy City Clerk a letter or email expressing interest in re-appointment 60 days prior to the expiration of the member's first term.

(b) Any incumbent interested in re-appointment who has served two or more terms must apply for reappointment as set forth in Section 5.2.

5.6 Attendance.

(a) Members of City Bodies are expected to regularly attend and participate on their respective City Body.

- (b) All absences should be reported to the Mayor and Deputy City Clerk in advance of missing the meeting.
- (c) A board, commission or committee member whose attendance is less than seventy-five percent (75%) of the required meetings over a period of a year may be subject to removal at the discretion of the City Council. ~~Mayor. Council will be notified of any actions taken.~~

5.7 Norms and Procedures and Conflicts of Interest.

- (a) All City Body members shall be expected to adhere to the Council Norms and Procedures.
- (b) All City Body members shall comply with all state and local laws with respect to ethics and conflicts of interests to the extent that such laws apply to their position, including state and local requirements to timely file Statements of Economic Disclosure if the member is designated as a filer by state law or by the City's Conflict of Interest Code.
- ~~(c) The City Council may by majority vote expel a member from any City Body for behavior that violates a provision of these Norms and Procedures. All City Body members may not use their City Body position title for political endorsements.~~
- ~~(d) City Body members shall not engage in political activity in any of the following scenarios:~~

~~1. While on duty for the City.~~

~~2. In any manner that states or implies the City official is speaking on behalf of the City or communicating a City position. This may include but is not limited to engaging in political activity in the following scenarios:~~

~~a. While wearing a City uniform or official City badge, insignia or logo;~~

~~b. Using a City title or position; or~~

~~c. While in a room or building that is owned by the City or primarily paid for or used by the City.~~

~~(e) — “Political activity” means activity directed at the success or failure of any ballot measure or candidate for elective office in a future election and includes but is not limited to: endorsing a candidate; engaging in fundraising; developing, displaying, or distributing campaign materials; conducting research; or posting comments on social media or other Internet sites. Political activities include advocating for or against any license, permit, land use licenses and permits and any other entitlements as defined in Government Code section 84308.~~

5.8 Conflicts with Federal, State or Local Law.

In case of a conflict between this section of the Norms and Procedure policy with federal, state or local law, such federal, state or local law shall be the controlling factor.

SECTION 6. MEETINGS

6.1 Open to Public.

All meetings of the City Council whether regular, special, or study sessions, shall be open to the public, unless a closed session is held as authorized by law. All meetings shall be noticed as required to allow action to be taken by the Council.

6.2 Broadcasting of City Council Meetings.

All regular Council meetings shall be scheduled in the Council Chambers to allow for web streaming, unless the number of participants exceeds room capacity. The final decision shall be the responsibility of the Mayor.

6.3 Regular Meetings.

At the first regular meeting in January, the City Council will approve the schedule of meetings for the calendar year, which in addition to the regular meeting schedule, may include the cancellation of regular meetings and the addition of special meetings and study sessions. This practice does not, however, preclude the Mayor from calling additional meetings pursuant to Section 6.5, if necessary.

The City Council shall convene its regular City Council meetings at 6:30 p.m. on the first and third Tuesday of each month. However, each Tuesday is a regular meeting day if necessary to carry out the business of the city and Council members should be prepared to meet on any Tuesday evening.

The City Council hopes to conclude its public business at Regular Meetings by 10:00 p.m. Before an item can be taken up past 10:00 p.m., a vote must occur to continue the meeting. The meeting will only continue if a super majority of the City Council approves such an action. If the decision is to not continue, all remaining agenda items will be moved to the next regular City Council meeting.

6.4 Cancelling Meetings.

Pursuant to Government Code Section 36805, City Council shall hold a Regular Meeting at least once each month. Outside of this provision, the Mayor may cancel no more than four (4) Regular Meetings at his/her discretion no less than 7 days before the planned meeting. The Mayor may cancel a meeting at any time in the case of an emergency or when a majority of members have confirmed their unavailability to attend a meeting.

6.5 Special Meetings.

A special meeting may be called at any time by the Mayor or by a majority of the City Council in accordance with the Brown Act. Written notice of any such meeting must specify the purpose of the meeting. Notice of the meeting must be given at least 24 hours before the time of the meeting in accordance with law. Public comments at special meetings shall be limited to only those items described on the special meeting notice/agenda.

The City Council may hold study sessions or joint meetings with other City Bodies -or agencies as deemed necessary to resolve City business. These meetings will be coordinated by the Deputy City Clerk. Study sessions are scheduled to provide Council Members the opportunity to better understand a particular item. While Council may legally take action at any noticed meeting, generally no formal action is taken at study sessions. If action is to be taken at a study session, then the agenda will state that action may be taken.

6.6 Emergency Meetings.

An emergency meeting may be called at any time by the Mayor or by a majority of the City Council in accordance with the Brown Act when an emergency situation, as defined by law, exists. In such circumstances, the 24 hour notice necessary for a special meeting is not required, although one-hour telephone notice to the media may be required.

6.76 Closed Sessions.

a) The City Council may hold closed sessions at any time authorized by law (and in consultation with the City Attorney), to consider or hear any matter, which is authorized by law. The Mayor or any three Council Members may call a closed session meeting at any time.

b) In order for three Council Members to call a closed session the following procedure shall be followed. A Council Member shall email or call a meeting with the City Manager or the City Attorney outlining the desire and reason a closed session should be called. The City Manager or City Attorney will interview other Council Members as to their desire to hold such a closed session. If two other Council Members agree that a closed session is warranted, a closed session will be agendized as soon as practicable at a date and time acceptable to the Council Members requesting the closed session.

6.87 Quorum.

Three (3) members of the City Council shall constitute a quorum and shall be sufficient to transact business. If fewer than three Council Members appear at a regular meeting, the Mayor, Vice Mayor in the absence of the Mayor, any Council Member in the absence of the Mayor and Vice Mayor, or in the absence of all Council Members, the City Clerk or Deputy City Clerk, shall adjourn the meeting to a stated day and hour.

6.98 Minutes.

The City Clerk shall prepare minutes of all public meetings of the City Council. Electronic copies will be distributed to the Council for review prior to being placed on the City Council agenda for approval.

6.109 Adjourned Meetings.

The City Council may adjourn any regular, adjourned regular, special, or closed session meeting to a time and place specified in the order of adjournment and permitted by law.

SECTION 7. POSTING NOTICE AND AGENDA

7.1 Posting of Notice and Agenda.

For every regular, special, or study session meeting, the City Clerk or other authorized person shall post a notice of the meeting, specifying the time and place at which the meeting will be held, and an agenda containing a brief description of all items of business to be discussed at the meeting. This notice and agenda may be combined in a single document. Posting is to be according to law.

SECTION 8. AGENDA CONTENTS

8.1 Mayor's Responsibility.

The Mayor is responsible for running a timely and orderly meeting. If the Mayor is unavailable to run a Council meeting, the Vice Mayor shall run the meeting. The Mayor, in consultation with the City Manager or his/her designee, shall organize the agenda and agenda forecast. The agenda forecast will be distributed with the City Manager's report.

8.2 Availability to the Public and Description of Matters.

The agenda for any regular, special, or study session meeting of the City Council shall be made available to the general public and all items of business to be discussed at a meeting of the City Council shall be briefly described on the agenda in accordance with the Ralph M. Brown Act.

8.3 Limitation to Act Only on Items on the Agenda.

No action shall be taken by the City Council on any item not on the posted agenda, subject only to the exceptions listed below:

(a) Upon a majority determination that an "emergency situation" (as defined by State Law) exists; or

(b) Upon determination by a 4/5 vote of the full City Council, or a unanimous vote if less than a full Council, that there is a need to take immediate action and that the need to take the action came to the attention of the City Council subsequent to posting of the agenda.

8.4 Order and Timing of Agenda – Regular Meeting.

The prescribed order of the agenda for Regular Meetings of the Council will be as follows: Roll Call, Public Comment if a Closed Session is scheduled, Closed Session, Adjourn to Open Session, Pledge of Allegiance, Invocation, Conflict of Interest Notifications, Closed Session Announcement, if any, Informational Reports (City Manager/City Attorney), Presentations/Appointments, Public Comments on Items not on the Agenda, Council Comment, Consent Calendar, Public Hearings, General Business Items, Non-presented Reports, and Adjournment. The Mayor may "time" the agenda in a way that suggests how much time should be committed to any item such that the meeting may end at the established time.

8.5 Order of Agenda – Special Meeting – Closed Session.

The prescribed order of the agenda for a Special Meeting – Closed Session of the Council will be as follows: Roll Call, Public Comment, Conflict of Interest Notifications, Closed Session, Closed Session Announcement if any, and Adjournment.

8.6 Change in Order of Business.

The Mayor may decide to take matters listed on the agenda out of the prescribed order, and- Council Members may make such a request. Council Members shall be given the opportunity to ask questions about Consent Items for clarification without having them removed.

8.7 Agenda Request Policy.

Requests for placement of items on the agenda can be submitted to the Mayor or City Manager at any time. The Mayor and City Manager will review the request and determine appropriate timing to bring the item forth.

Also, any member of the Council may request that an item be placed on a future agenda by indicating their desire to do so under the Council Member Report portion of the City Council agenda. The request will require the consensus of the Council to have the item brought back at a certain time versus at the pleasure of the Mayor or City Manager.

8.8 Presentations.

Presentations are put on the agenda with concurrence of the Mayor or City Manager. The Mayor or City Manager will use their best judgment on scheduling presentations and recognitions. Time limits shall normally be 5 minutes. Presentations may be extended by special circumstances as needed. Exceptions can be made at the Mayor's discretion.

8.9 Proclamations.

Requests for proclamations ~~may can~~ be submitted to the Mayor at any time. The Mayor has full discretion in creating Proclamations-proclamations or-and Special-issuing special Recognition recognitions on behalf of the City and the full City Council-are created at the Mayor's full discretion.

Council Members other than the Mayor may each create two proclamations and issue two special recognitions per calendar year to be presented on behalf of that Council Member. Council Members may petition the balance of the Council to be permitted to create additional proclamations or issue additional special recognitions if so desired.

To ensure Council Meeting efficiency, a maximum of three proclamations and two special recognitions may be presented at any regular meeting of the City Council. The meeting agenda will include proclamations and special recognitions to be presented during the council meeting, as well as a list of proclamations and special recognitions to be presented outside of the meeting, for informational purposes. Additionally, the Mayor and Council Members presenting proclamations and special recognitions may choose to read a portion of the full language of the item during the Council Meeting.

~~The agenda will include Proclamations presented during the council meetings and a list provided of those for information purposes or presented outside of the meeting.~~

SECTION 9. PROCEDURES FOR THE CONDUCT OF PUBLIC MEETINGS

9.1 Rules of Order.

Rosenberg's Rules of Order, Revised 2011, govern all City Council Meetings. These Rules clearly and concisely set forth the important role of the chair (i.e., the Mayor) during a meeting; the process for making and voting on motions; the three standard motions, including the basic motion, the motion to amend, and the substitute motion; the process of debate; other procedural motions, including motions to limit debate, motions to table, and motions to adjourn. All City Council Members are encouraged to review and familiarize themselves with the details contained in this seven-page document. A copy of Rosenberg's Rules of Order is attached hereto and available on the City's website.

9.2 Appeal Procedures.

Appellants shall be given the opportunity to speak first. Appellants and applicants responding to appeals may be given a total of up to 10 minutes each to present their positions to the City Council prior to hearing public comments. Appellants shall be given up to 5 minutes of rebuttal time after public comments are heard.

9.3 Applicants.

Persons bringing to the City Council a request for approval shall be given a total of up to 10 minutes to present their positions/input prior to hearing public comments. An extension can only be granted by consent of a majority of the Council Members. Applicants shall be given up to 5 minutes of rebuttal time after public comments are heard.

9.4 Staff and Consultant Reports.

In general, staff and consultant reports should be clear, brief and concise. Staff is to assume that the Council has read all materials submitted. Council shall be given an opportunity to ask questions of staff prior to hearing public comments.

9.5 Public Comment.

- (a) Persons present at meetings of the City Council, either in-person or participating remotely, may comment on individual items on the agenda at the time the items are scheduled to be heard. During Regular City Council meetings, comments may be offered on items not on the agenda under that portion of the agenda identified for Public Comment.
- (b) The limit for speakers will be up to 3 minutes, depending on the number of speakers. Speakers are not allowed to delegate their time to another speaker. The Mayor may limit the time to be spent on an item and may continue the item, with the approval of the majority of the Council, to a future meeting at his/her discretion.
- (c) Upon addressing the Council, each speaker is requested, but not required, to first state his/her name, whom they represent and/or city of residence.

- (d) After the speaker has completed their remarks, the Mayor may direct the City Manager or City Attorney to briefly address the issues brought forth by the speaker. Council Members shall be respectful of the speakers and shall not enter into a debate with any member of the public nor discuss amongst themselves.
- (e) All Council Members shall listen to all public discussion as part of the Council's community responsibility. Individual Council Members should remain open-minded to informational comments made by the public.
- (f) The Mayor has the right to ask a member of the public to step down if over the allotted time or if the speaker's comments are not within the city's jurisdiction.

9.6 Council Member Respect.

At all times, Council Members in the minority on an issue shall respect the decision and authority of the majority.

SECTION 10. CLOSED SESSIONS

10.1 Purpose.

It is the policy of the City Council to conduct its business in public to the greatest extent possible. However, state law recognizes that, in certain circumstances, public discussion could potentially jeopardize the public interest, compromise the City's position, and could cost the taxpayers of Suisun City financially. Therefore, closed sessions shall be held from time to time as allowed by law. The procedures for the conduct of these meetings shall be the same as for public meetings, except that the public will be excluded.

Prior to convening the closed session meeting, the Mayor shall publicly announce the closed session items and ask for public input regarding any items on the closed session agenda.

Pursuant to California Government Code Section 54963, City Council Members shall keep all written materials and verbal information provided to them in closed session in complete confidence to insure that the City's position is not compromised. No mention of information in these materials shall be made to anyone other than Council Members, the City Attorney or City Manager, except where authorized by a majority of the City Council.

10.2 Rule of Confidentiality.

The City Council recognizes that breaches in confidentiality can severely prejudice the City's position in litigation, labor relations and real estate negotiations. Further, breaches of confidentiality can create a climate of distrust among Council Members and can harm the Council's ability to communicate openly in closed sessions, thereby impairing the Council's ability to perform its official duties.

The City Council further recognizes that confidentiality of discussions and documents are at the core of a closed session. Confidentiality is essential if the closed session is to serve its purpose. Therefore, the City Council will adhere to a strict policy of confidentiality for closed sessions.

10.3 Breach of Rule of Confidentiality.

No person who attends a closed session may disclose any statements, discussions, or documents used in a closed session except where specifically authorized by State law. Any authorized disclosure shall be in strict compliance with these rules and the Ralph M. Brown Act. Violation of this rule shall be considered a breach of this rule of confidentiality.

10.4 Agenda.

The City Council agenda will contain a brief general description of the items to be discussed at the closed session, as required by law.

10.5 Permissible Topics.

All closed sessions will be held in strict compliance with the Ralph M. Brown Act. The City Attorney, or their designee, will advise in advance on topics that may be discussed in a closed session.

10.6 Rules of Decorum.

The same high standard of respect and decorum as apply to public meetings shall apply to closed sessions. There shall be courtesy, respect and tolerance for all viewpoints and for the right of Council Members to disagree. Council Members shall strive to make each other feel comfortable and safe to express their points of view. All Council Members have the right to insist upon strict adherence to this rule.

- (a) The Mayor shall keep the discussion moving forward so that debate and discussion can occur in the time allotted for the closed session. The Mayor will determine the order of debate in a fair manner.

10.7 Conduct of Meeting.

- (a) The Mayor will call the closed session to order promptly at its scheduled time.
- (b) The use of handouts and visual aids such as charts is encouraged to focus debate and promote understanding of the topic. All such materials are strictly confidential.
- (c) If the City Council in closed session has provided direction to City staff on proposed terms and conditions for any type of negotiations, whether it be related to property acquisitions or disposal, a proposed or pending claim or litigation, or employee negotiations, all contact with the other party will be through the designated City person(s) representing the City in the handling of the matter. A Council Member not so designated by the Council will not under any circumstances have any contact or discussion with the other party or its representative concerning the matter which was discussed in the closed session, and will not communicate any discussions conducted in closed session to such party.

10.8 Public Disclosure After Final Action.

The Ralph M. Brown Act requires that, as a body, the City Council make certain public disclosure of closed session decisions when those actions have become final. Accordingly, the [Mayor City](#)

~~Council or City Attorney~~~~[should this be the City Attorney?]~~ shall publicly report any final action taken in closed session, and the vote, including abstentions, at a publicly noticed meeting.

The report may be oral or written. The report will state only the action taken and the vote. Except for the action taken and the vote, all closed session discussions will remain confidential.

SECTION 11. DECORUM

11.1 Council Members.

Members of the City Council value and recognize the importance of the trust invested in them by the public to accomplish the business of the City. Council Members shall accord the utmost courtesy to each other, City employees, and the public appearing before the City Council. The City Manager or his/her designee shall act as the sergeant-at-arms.

11.2 City Employees.

Members of the City staff shall observe the same rules of order and decorum applicable to the City Council. City staff shall act at all times in a business and professional manner towards Council Members and members of the public.

11.3 Public.

Members of the public attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council. These Norms and Procedures shall apply to all City Council Meetings.

11.4 Noise in the Chambers.

Noise emanating from the audience, whether expressing opposition or support within the Council Chambers or lobby area, which disrupts City Council meetings, shall not be permitted. All cell phones and other electronic devices shall be muted while in the chambers. Refusal is grounds for removal.

11.5 Removal.

Any member of the public making personal, impertinent, and/or slanderous or profane remarks, or who becomes boisterous or belligerent while addressing the City Council, staff or general public, or while attending the City Council meeting and refuses to come to order at the direction of the Mayor/Presiding Officer, may be ordered by the Mayor/Presiding Officer, pursuant to Government Code Section 54957.95, to be ~~shall be~~ removed from the Council Chambers by the Police Chief, or his/her designee, and may be barred from further attendance before the Council during that meeting.

Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall not be permitted by the Mayor/Presiding Officer. The Mayor/Presiding Officer may direct the Police Chief, or their designee, to remove such offenders from the room.

11.6 Dangerous Instruments.

No person may enter the chambers of a legislative body, as defined in Government Code Section 54852 or any place where such legislative body is in session, with any firearm, weapon, or explosive device of any nature. The provisions of this section shall not apply to authorized peace officers or to those persons authorized by the Penal Code of the State to carry such weapons.

SECTION 12. ENFORCEMENT OF DECORUM

In extreme cases, such as when a meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals as provided for herein, the Mayor/Presiding Officer may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session.

Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this Section. Nothing in this Section shall prohibit the City Council from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

SECTION 13. PUBLIC RELATIONS

13.1 City Spokesperson.

The Mayor will serve as the general spokesperson for the City. When Council has not taken a position on an issue, neither the Mayor nor any Council Member will speak on behalf of the Council. In these situations, the Mayor or Council Member will use a phrase such as, "Council has not taken an official position, personally I think..."

13.2 Press Release.

Any proposed Press Release may only use the City Seal and picture of the Council Member issuing such release if the subject matter pertains to official government business of Suisun City.

The group picture of the Council may only be used on a Press Release if the release is being issued on behalf of the entire Council.

SECTION 14. MAYOR'S OFFICE

The opportunity to meet with a member of the public is an honor. It also creates an opportunity for our citizens to know that their elected officials are willing to listen and willing to act. There is a place for meeting over coffee or food, as some discussions are best had when "breaking bread." However, some discussions should happen in a professional environment, free from distractions allowing for private discussion.

To help facilitate meetings with members of the public as a Council Member, the Mayor's office is listed as a Resource Room in Outlook for advance scheduling.

Reach out to the Deputy City Clerk if you have questions regarding scheduling.

SECTION 15. VIOLATIONS OF PROCEDURES

Nothing in these Norms and Procedures shall invalidate a properly noticed and acted upon action of the City Council in accordance with State Law.

This document shall remain in effect until modified by resolution of the City Council.



SUISUN CITY COUNCIL:

Mayor Alma Hernandez
Mayor Pro Tem Princess Washington
Councilmember Jenalee Dawson
Councilmember Amit Pal
Councilmember Marlon Osum

ORIGINAL ADOPTION:

July 30, 2019

AMENDED:

FEBRUARY 18, 2020

FEBRUARY 15, 2022

JULY 19, 2022

OCTOBER 15, 2024

SUISUN CITY COUNCIL NORMS & PROCEDURES

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SUISUN CITY COUNCIL NORMS & PROCEDURES

Section 1. GENERAL

1.1 Purpose.

The purpose of these Norms and Procedures is to promote communication, understanding, fairness, and trust among the members of the City Council and staff concerning their roles, responsibilities, and expectations for management of the business of the City of Suisun City.

In the interest of promoting best practices in our local government as Municipal Legislators, this document will include operational procedures, policies, and practices.

1.2 Code of Conduct.

The residents and businesses of Suisun City are entitled to have a fair, ethical and accountable local government, which has earned the public's full confidence for integrity. The effective function of our democratic government by law requires that:

- Our public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government,
- Our public officials will be independent, impartial and fair in their judgment and action,
- We will ensure the public office be used for the public good, and not for personal gain,
- Public deliberations and processes will be conducted openly, unless legally confidential, in an atmosphere of respect and civility, and
- Legally confidential discussions in closed sessions shall remain confidential to protect the City from liability and the processes of city governance.

In addition to the legal commitments noted above, the City of Suisun City Council agrees to the following governing norms:

- Be transparent and authentic; say what you mean and mean what you say.
- Afford each council member the time and opportunity to share their interest, and refrain from dominating the discussion.
- Be cooperative and assume one another's good intentions.
- Work as a team on behalf of the community, and not as competitors.
- Respect the Council / Manager form of government, including not directing staff.
- Following a council vote, support the decision of the body.
- No personal attacks or profanity.

1.3 Overview of Council responsibilities.

Suisun City is a California General Law city with a council/manager form of government. The City Council, which is elected directly by city voters, is assisted by a number of appointed and separately elected officials to provide services for City residents. The City Council has the following duties and responsibilities:

(a) Appointment of the City Manager and City Attorney. The City Council shall appoint the City Manager and the City Attorney. The City Manager shall implement City Council policy and run day-to-day operations of Suisun City. The City Attorney shall provide legal advice and act as counsel to elected officials and city staff in adherence to all federal, state and local laws pertaining to city operations and public policy. There should be an annual review for the City Manager and the City Attorney.

The City Manager's annual review shall follow closely the format included in the City Manager's contract and include goals for the next period. Less formal evaluations may take place quarterly or every six months at the pleasure of the Council. A separate procedure will be established for this evaluation.

The City Attorney's annual review shall be at a format proposed by the Mayor and agreed upon by the Council informally.

The Mayor at his/her discretion may annually create an ad hoc to oversee annual review process and prepare a summary evaluation.

(b) Establishment of boards, commissions, and committees (each a "City Body" and together "City Bodies"). With the consent of the Council, the Mayor may establish City Bodies.

(c) Legislative decisions. The Council is the legislative body; its members are the community's decision makers. Power is centralized in the elected City Council collectively and not in individual members of the Council. The City Council approves the budget and determines the public services. It focuses on the community's goals, major projects and such long term considerations as community growth, financing and strategic planning. The City Council hires a professional City Manager to carry out administrative responsibilities and the City Council collectively supervises the City Manager's performance.

(d) Legislative Advocacy. The City Council, as the governing body, should develop where possible, with or without the assistance of outside professionals, a state and federal legislative platform. This platform shall be the guiding principles, which the City Council and City Manager use to advocate for the needs of Suisun City. From time to time, support or opposition letters or actions may be needed from the City, and often such action is required in short order, thereby preventing review by the full City Council. In such cases the following shall be the process:

- i. When a letter or action is needed to request funding for Suisun City, the Mayor shall have the authority to sign such a letter or provide such direction.
- ii. If the letter or action is to support or oppose a specific state or federal action or legislation, the proposed Suisun City position must be taken to a smaller body, such as a legislative subcommittee of the City Council comprised of the Mayor and one other City Council Member.

- iii. The additional subcommittee member is appointed by the Mayor with the consent of the Council consent. This appointment shall be made in December of each year for the following 12 months.

1.4 Overview of City Manager responsibilities.

The City Manager is hired to serve the City Council and the community and to bring the benefits of education, training and experience in administering the City's projects, programs, and public services on behalf of the City Council. The City Manager follows the direction of the entire City Council and not individual members of the Council or the public, and serves at the sole discretion of the Council.

As the City's Chief Executive Officer, the City Manager oversees:

- Department heads and department operations
- Budget development and fiscal management
- Policy implementation
- Personnel administration and human resources
- Labor relations
- Intergovernmental relations
- Service delivery
- Elected official support
- A variety of special projects and assignments

The City Manager appoints, removes, promotes, and demotes any and all officers and employees of the city except the City Clerk, City Attorney, and City Treasurer.

Among the chief duties, the City Manager will implement the Council's policies, projects, programs, and public services in an effective and efficient manner, providing professional advice on policy matters, intergovernmental affairs, economic development, and environmental issues.

1.5 Annual Review.

The City Council shall conduct a review of this document annually within three months prior to the start of a new fiscal year, or whenever Council deems necessary, to assist Council Members in being more productive in management of the business of the City.

1.6 Ralph M. Brown Act.

All conduct of each City Body, as well as Task Forces and Ad Hocs shall be in full compliance with the Ralph M. Brown Act.

SECTION 2. COUNCIL REORGANIZATION

2.1 Mayor Pro Tem Selection Process.

In December of each year, the Mayor shall select and appoint a Mayor Pro Tem, with consent of the City Council, from among all the members of the Council, irrespective of whether they were elected or appointed. Selection and appointment shall be at the first meeting of a new term following each General Municipal Election or at the first meeting in December during non-

election years. For all intents and purposes, the title Mayor Pro Tem and Vice Mayor are used interchangeably. The term of the appointment shall be for a 12-month period commencing on January 1st of each year, unless otherwise provided for by majority vote of the Council.

2.2 Duties of the Mayor Pro Tem/Vice Mayor

The Vice Mayor remains as one member of the City Council and has no rights or authority different from any other member of the Council. The Vice Mayor is the designated individual to represent the Mayor and perform any duties as required when the Mayor is unavailable. If the Mayor will be unavailable for an extended period of time, the Mayor shall provide notification to the Vice Mayor, City Manager, and City Clerk, in addition to outlining any additional duties.

2.3 Appointment of a Council Vacancy.

In the event of a vacancy of office on the happening of any of the events provided in Government Code section 1770, the Council shall appoint a new Council Member,, within sixty (60) days after a vacancy or death or resignation becomes effective in compliance with the California Elections Code, unless the Council, by resolution, decides to instead call a special election. In the event of appointment, the Mayor, with the consent of the Council, shall determine by resolution the process for appointment prior to the application process and in accordance with State law.

SECTION 3. ADMINISTRATIVE MATTERS

3.1 Attendance.

City Council Members acknowledge that attendance at lawful meetings of the City Council is part of their official duty. Council Members shall make a good faith effort to attend all such meetings unless unable. Council Members will notify the Mayor, City Manager, and City Clerk, if they will be absent from a meeting.

Pursuant to Government Code Section 36513, “if a city councilmember is absent without permission from all regular city council meetings for 60 days consecutively from the last regular meeting he or she attended, his or her office becomes vacant and shall be filled as any other vacancy.”

3.2 Correspondence.

With some exceptions, proposed correspondence (including electronic) from individual Council Members/Mayor on City stationery shall be reviewed by the Council in draft form prior to release.

The City will provide stationary designated as “The Office of” for each member of the Council to use for correspondence as it relates to each Council Member’s elected position (e.g., thank you notes, letters of recommendation, direct communication to residents or businesses, etc.). This letterhead will have the same information as provided on their business card. Any views expressed in this correspondence (including electronic) are solely the Council Member’s own and do not represent the City's or the Council's views.

E-mails from Council Members should be respectful and professional. This form of correspondence is a public record subject to disclosure under the California Public Records Act.

3.3 Regional Boards, Committees and Ad Hocs

The role of the Council on regional boards will vary depending on the nature of the appointment. Representing the interests of Suisun City is appropriate on some boards; this is generally the case when other local governments have their own representation. The positions taken by the appointed representatives are to be in alignment with the positions that the Council has taken on issues that directly impact Suisun City. If an issue should arise that is specific to Suisun City and the Council has not taken a position, the issue should be discussed by the Council prior to taking a formal position at a regional board meeting, to assure that it is in alignment with a majority of the Council's position.

Council representatives to such various boards shall keep the Council informed of ongoing business through written reports to the Council during properly posted Council meetings. City Council Members shall report to the Mayor and City Manager, through an electronic means created and provided to the City Council members, any updates to the City Council and public, related to work as liaisons on Regional Boards, Commissions, Committees, or Ad Hoc Committees. These updates must be completed by 5 p.m. PST, the Wednesday before each City Council meeting. There may be weeks when no update is necessary, which should be noted in the document.

Council Members shall make a good faith effort to attend all regional meetings to which they are assigned. Attendance should not be less than 75% of all annual scheduled meetings and all absences should be reported to the Mayor. If a Council Member is unable to attend, the Council Member shall notify his/her alternate as far in advance of the meeting as possible so as to allow the alternate to attend.

A list of these assignments is maintained by the Deputy City Clerk and will be distributed to the Council when updated.

3.4 Distribution of Information.

It is essential that every member of the City Council have the same information from which to form decisions and actions. Any information distributed to one Council Member shall also be distributed to all Council Members.

The Mayor, by virtue of the position, may receive information in advance of other members of the Council in order for the City Manager to effectively proceed with the day-to-day operation of the City. The City Manager will make every effort to disseminate this information to the remaining members of the Council prior to the next City Council meeting or before the information becomes public, whether through the City Manager Weekly Update or at the City Manager's meetings with individual Council Members.

3.5 Reimbursement.

Every effort shall be made to limit the need to reimburse Council Members for expenses. City Council Members may be reimbursed for personal expenses for travel to and lodging at conferences or meetings related to their role as a Council Member. The reimbursement of expenses is limited in the following manner: Members shall be reimbursed subject to the

Administrative Directive related to travel expense (AD1.) Any additional expenses that fall outside the scope of this policy may be reimbursed only if approved by the City Council, at a public meeting, before the expenses are incurred. Any request for reimbursement of expenses shall be accompanied by an expense form and receipts documenting the expenditure. These documents are public records subject to disclosure under the California Public Records Act.

3.6 Ethics and Sexual Harassment Prevention & Education Training.

Any member of the City Council or another City Body, Task Force or Ad Hoc formed by the City Council, shall receive at least two hours of ethics training in general ethics principles and ethics laws relevant to his/her public service every two years, as mandated by AB 1234, and at least two hours of sexual harassment prevention training, as mandated by AB 1661. New members must receive this training within their first year of service for ethics and six months for sexual harassment prevention training and education, and file a certificate of completion with the Deputy City Clerk. Members shall attend training sessions that are offered through the League of California Cities or locally in the immediate vicinity of Solano County, or by completing online a state-approved public service ethics education program.

An individual who serves on multiple legislative bodies need only receive two hours of each training every two years to satisfy this requirement for all applicable public service positions. If the City offers either course, the City will use a course that has been reviewed and approved by the Fair Political Practices Commission and the California Secretary of State.

The Deputy City Clerk is required to keep ethics training records for five years to document and prove that these continuing education requirements have been satisfied. These documents are public records subject to disclosure under the California Public Records Act.

3.7 City Seal

The City Seal is an important symbol of Suisun City. No change to the City Seal shall be made without Council approval. Individual Council Members shall be careful in use of the City Seal so as not to create an appearance that the Council Member is acting on behalf of or with official endorsement of Suisun City.

The City Seal and any City Insignia shall only be used for purposes directly connected with the official business of the City of Suisun City, its City Council, boards and commissions, committees, officers or departments, except upon written authorization of the City Manager or his or her designee. City officers, employees, members of the City Council and members of City boards, commissions and committees may use stationary, printed materials and other articles with the City Seal or City Insignia while acting within the scope of their office or employment.

3.8 Use of City Email and Social Media.

Except for emergencies, public officials who are not City employees (“public officials”) conducting City business should not create any “public record” (as that term is defined in California Government Code Section 7920.530) by using any email account that is not a City email account, or by using any non-City-controlled social media account. Instead, public officials should use a City email or City-controlled social media account for City business.

Nothing in this policy is intended to limit a public official’s use of private email and social media accounts for non-City business such as personal communications and campaign related activities.

For purposes of this policy “City-controlled social media account” is an account on a social media platform (e.g. Facebook, Instagram, Twitter) that is created and used by the City (e.g. the City’s official Facebook page, if any).

Use of City Electronic Devices. In general, when creating or modifying public records in the conduct of City business on an electronic device that can create and modify public records (e.g. computers, mobile phones, tablets), public officials should only use City-issued devices. However, public officials may use non-City electronic devices to access an official City account, such as City email and City-controlled social media accounts.

Exception: If using a City electronic device is clearly impractical or if a public official has not been issued or does not have in the public official’s possession a City electronic device, a public official may use a non-City device, but only if a copy of each affected public record is contemporaneously copied to a City account of that same public official, or to the related City-controlled social media account, or a hard copy is provided to the City for retention in City records.

Texting Only on City Devices. Except for emergencies or when communicating with the City Attorney’s Office, public officials conducting City business shall not send or receive texts on any device other than a City owned device. In an emergency, a public official may use a non-City device to text, but only if a copy of any public record that is created as a result is contemporaneously copied to a City account of that same public official, or a hard copy is provided to the City for retention in City records.

3.9 Compensation.

The Mayor and Council members are compensated in accordance with California Government Code Sections 36516 and 36516.1. The amount is memorialized in the City’s Municipal Code.

SECTION 4. COUNCIL RELATIONSHIP WITH STAFF

Suisun City is a Council/ Manager form of government. The Council establishes policy and the City Manager and their staff implement that policy. To effectively govern and maintain a healthy and productive relationship between City Council and all City Staff, the Council and staff alike must respect and abide by the roles and responsibilities of each and commit to work through the City Manager.

4.1 City Manager.

The City Manager serves as the City’s chief executive officer. They implement Council policy, provide professional recommendations and guidance to the Council, direct, supervise and manage all City staff, and manage day-to-day operations. The City Manager may delegate this responsibility to Department Heads, at their discretion.

City Council Members are always free to go to the City Manager to discuss City business. Issues concerning the performance of a department or any employee must be directed to the City Manager. The City Manager will be responsible for communicating with all Council Members.

4.2 Agenda Item Questions.

Council members are to work through the City Manager or City Attorney on all issues, concerns and questions. If a Council Member has a question on an agenda item, the Council Member should contact the City Manager, if at all possible, prior to any meeting at which the item may be discussed, to allow the City Manager and their staff time to provide the most complete answer to the Council Member's question. This does not restrict Council Members from asking questions during a Council meeting.

4.3 Individual Council Member's Requests.

Council Members shall make their requests for information to the City Manager or to a Department Head including the City Manager, to respond to an individual Council Member's request for any purpose or information..

SECTION 5. PROCEDURES FOR APPOINTMENTS TO BOARDS/COMMISSIONS/COMMITTEES

5.1 Definitions of Various City Bodies, including Task Forces, Committees, Ad Hoc, Commissions, and Boards.

- (a) **Task Force:** A temporary grouping of individuals and resources for the accomplishment of a specific objective.
- (b) **Committee:** A group of people officially delegated to perform a function, such as investigating, considering reporting, or acting on a matter.
- (c) **Ad Hoc:** Committees established for a specific purpose. Formed for or concerned with one specific purpose (e.g. ad hoc compensation committee); for the particular end or case at hand without consideration of wider application; formed or used for specific or immediate problems or needs; often improvised or impromptu; contrived purely for the purpose in hand rather than carefully planned in advance.
- (d) **Commission:** A group of people officially authorized to perform certain duties or functions with certain powers or authority granted; the act of granting certain powers or the authority to carry out a particular task or duty; the rank and powers so conferred.
- (e) **Board:** A group of persons having managerial, supervisory, or advisory powers. In parliamentary law, a board is a form of deliberative assembly and is distinct from a committee, which is usually subordinate to a board or other deliberative assembly – in having greater autonomy and authority.

5.2 Recruitment, Nomination and Appointment Process.

- (a)** On or before December 31st of each year, the Deputy City Clerk shall prepare and post a list of all Council-appointed terms of City Bodies that expire during the next calendar year in compliance with Government Code Section 54972.
- (b)** The Deputy City Clerk shall annually advertise for applicants wishing to be considered for appointment to a City Body. All persons seeking appointment to a City Body must complete and submit an application form to the Deputy City Clerk.
- (c)** Annually and if an unscheduled vacancy occurs on a City Body during the year, the following steps should be taken to publicize the vacancy and fill the position:
 - 1.** Public announcement of the vacancy at a Council meeting.
 - 2.** Newspaper advertisement announcing the vacancy.
 - 3.** A recruitment period of at least ten (10) days.
 - 4.** A vacancy notice posted at City Hall, the Nelson Center, and on the City's website for at least 20 days.
 - 5.** Announcements in the local media, such a press releases , online news outlets and free weekly sales papers.
 - 6.** Distribution to appropriate professional and community organizations and all groups that have requested notification.
- (d)** All persons seeking appointment to a City board, commission or committee shall complete and submit an application form to the City Clerk as set forth in Section 5.6. Applications shall be kept on file for two years in the City Clerk's office and vacancies may be considered from the applications on file, as well as new applications.
- (e)** Each year, the Mayor shall appoint a two-member Ad Hoc Committee to be known as the Nominating Committee, which committee shall review all applications and interview selected applicants and, based on those efforts, shall make recommendations to the Mayor for appointments to the open positions ensuring that all recommendations meet the requirements of the City Body to which they are recommended for appointment. The Mayor may then, pursuant to Government Code Section 40605, appoint the applicants suggested by the Nominating Committee, choose to appoint another applicant from the pool of applicants, or nominate and appoint another person of their choosing, so long as the appointee meets the requirements of the City Body to which they would be appointed. All appointments to City Bodies must be approved by the City Council.
- (f)** If a vacancy occurs outside of the annual recruitment cycle, the Mayor may appoint from the previous recommendation of the Nominating Committee or from the existing applications already on file if there is more than four (4) months remaining on the vacant seat. If there are less than four month remaining, the Mayor may elect not to fill that seat and wait for the annual recruitment process, unless there is an urgent reason to appointment immediately such as need for a quorum. The Mayor may also request that a midyear recruitment be conducted to fill the vacancy if needed.

5.3 Requirement for Appointment.

- (a)** Any person appointed to a City Commission must be a resident of Suisun City. Should any person so appointed move from the City during their term of office, such office shall be forfeited.

- (b)** Any person appointed to any City Body other than a City Commission must be one of the following: 1) a resident of Suisun City, 2) a majority owner of a business located in Suisun City at the time of their appointment and shall remain so throughout their term of appointment, or 3) a subject matter expert on issues pertaining to the work of the City Body to which the person is appointed. Should any person appointed as a resident of Suisun City move from the City, or appointed as a business owner in Suisun City no longer hold majority ownership of that business, such office shall be forfeited.

- (c)** Except as provided by state or local statute, the appointee shall not be a current City employee or currently appointed to another City Body.

5.4 Council Notification.

By October 1 of each year, the Deputy City Clerk will notify all members of the City Council of expiring terms for members of City Bodies.

5.5 Incumbents.

- (a)** At the end of the first term, the incumbent City Body member may, at the discretion of the Mayor, be reappointed for an additional term without the need to apply or interview for re-appointment. In lieu of an application, the member shall submit to the Deputy City Clerk a letter or email expressing interest in re-appointment 60 days prior to the expiration of the member's first term.

- (b)** Any incumbent interested in re-appointment who has served two or more terms must apply for reappointment as set forth in Section 5.2.

5.6 Attendance.

- (a)** Members of City Bodies are expected to regularly attend and participate on their respective City Body.

- (b)** All absences should be reported to the Mayor and Deputy City Clerk in advance of missing the meeting.

- (c)** A board, commission or committee member whose attendance is less than seventy-five percent (75%) of the required meetings over a period of a year may be subject to removal at the discretion of the City Council.

5.7 Norms and Procedures and Conflicts of Interest.

- (a)** All City Body members shall be expected to adhere to the Council Norms and Procedures.

- (b) All City Body members shall comply with all state and local laws with respect to ethics and conflicts of interests to the extent that such laws apply to their position, including state and local requirements to timely file Statements of Economic Disclosure if the member is designated as a filer by state law or by the City’s Conflict of Interest Code.
- (c) The City Council may by majority vote expel a member from any City Body for behavior that violates a provision of these Norms and Procedures.
- (d) City Body members shall not engage in political activity in any of the following scenarios:
 - 1. While on duty for the City.
 - 2. In any manner that states or implies the City official is speaking on behalf of the City or communicating a City position. This may include but is not limited to engaging in political activity in the following scenarios:
 - a. While wearing a City uniform or official City badge, insignia or logo;
 - b. Using a City title or position; or
 - c. While in a room or building that is owned by the City or primarily paid for or used by the City.

“Political activity” means activity directed at the success or failure of any ballot measure or candidate for elective office in a future election and includes but is not limited to: endorsing a candidate; engaging in fundraising; developing, displaying, or distributing campaign materials; conducting research; or posting comments on social media or other Internet sites. Political activities include advocating for or against any license, permit, land use licenses and permits and any other entitlements as defined in Government Code section 84308.

5.8 Conflicts with Federal, State or Local Law.

In case of a conflict between this section of the Norms and Procedure policy with federal, state or local law, such federal, state or local law shall be the controlling factor.

SECTION 6. MEETINGS

6.1 Open to Public.

All meetings of the City Council whether regular, special, or study sessions, shall be open to the public, unless a closed session is held as authorized by law. All meetings shall be noticed as required to allow action to be taken by the Council.

6.2 Broadcasting of City Council Meetings.

All regular Council meetings shall be scheduled in the Council Chambers to allow for web streaming, unless the number of participants exceeds room capacity. The final decision shall be the responsibility of the Mayor.

6.3 Regular Meetings.

At the first regular meeting in January, the City Council will approve the schedule of meetings for the calendar year, which in addition to the regular meeting schedule, may include the cancellation of regular meetings and the addition of special meetings and study sessions. This practice does not, however, preclude the Mayor from calling additional meetings pursuant to Section 6.5, if necessary.

The City Council shall convene its regular City Council meetings at 6:30 p.m. on the first and third Tuesday of each month. However, each Tuesday is a regular meeting day if necessary to carry out the business of the city and Council members should be prepared to meet on any Tuesday evening.

The City Council hopes to conclude its public business at Regular Meetings by 10:00 p.m. Before an item can be taken up past 10:00 p.m., a vote must occur to continue the meeting. The meeting will only continue if a super majority of the City Council approves such an action. If the decision is to not continue, all remaining agenda items will be moved to the next regular City Council meeting.

6.4 Cancelling Meetings.

Pursuant to Government Code Section 36805, City Council shall hold a Regular Meeting at least once each month. Outside of this provision, the Mayor may cancel no more than four (4) Regular Meetings at his/her discretion no less than 7 days before the planned meeting. The Mayor may cancel a meeting at any time in the case of an emergency or when a majority of members have confirmed their unavailability to attend a meeting.

6.5 Special Meetings.

A special meeting may be called at any time by the Mayor or by a majority of the City Council in accordance with the Brown Act. Written notice of any such meeting must specify the purpose of the meeting. Notice of the meeting must be given at least 24 hours before the time of the meeting in accordance with law. Public comments at special meetings shall be limited to only those items described on the special meeting notice/agenda.

The City Council may hold study sessions or joint meetings with other City Bodies or agencies as deemed necessary to resolve City business. These meetings will be coordinated by the Deputy City Clerk. Study sessions are scheduled to provide Council Members the opportunity to better understand a particular item. While Council may legally take action at any noticed meeting, generally no formal action is taken at study sessions. If action is to be taken at a study session, then the agenda will state that action may be taken.

6.6 Emergency Meetings.

An emergency meeting may be called at any time by the Mayor or by a majority of the City Council in accordance with the Brown Act when an emergency situation, as defined by law, exists. In such circumstances, the 24 hour notice necessary for a special meeting is not required, although one-hour telephone notice to the media may be required.

6.7 Closed Sessions.

(a) The City Council may hold closed sessions at any time authorized by law (and in consultation with the City Attorney), to consider or hear any matter, which is authorized by law. The Mayor or any three Council Members may call a closed session meeting at any time.

(b) In order for three Council Members to call a closed session the following procedure shall be followed. A Council Member shall email or call a meeting with the City Manager or the City Attorney outlining the desire and reason a closed session should be called. The City Manager or City Attorney will interview other Council Members as to their desire to hold such a closed session. If two other Council Members agree that a closed session is warranted, a closed session will be agendized as soon as practicable at a date and time acceptable to the Council Members requesting the closed session.

6.8 Quorum.

Three (3) members of the City Council shall constitute a quorum and shall be sufficient to transact business. If fewer than three Council Members appear at a regular meeting, the Mayor, Vice Mayor in the absence of the Mayor, any Council Member in the absence of the Mayor and Vice Mayor, or in the absence of all Council Members, the City Clerk or Deputy City Clerk, shall adjourn the meeting to a stated day and hour.

6.9 Minutes.

The City Clerk shall prepare minutes of all public meetings of the City Council. Electronic copies will be distributed to the Council for review prior to being placed on the City Council agenda for approval.

6.10 Adjourned Meetings.

The City Council may adjourn any regular, adjourned regular, special, or closed session meeting to a time and place specified in the order of adjournment and permitted by law.

SECTION 7. POSTING NOTICE AND AGENDA

7.1 Posting of Notice and Agenda.

For every regular, special, or study session meeting, the City Clerk or other authorized person shall post a notice of the meeting, specifying the time and place at which the meeting will be held, and an agenda containing a brief description of all items of business to be discussed at the meeting. This notice and agenda may be combined in a single document. Posting is to be according to law.

SECTION 8. AGENDA CONTENTS

8.1 Mayor's Responsibility.

The Mayor is responsible for running a timely and orderly meeting. If the Mayor is unavailable to run a Council meeting, the Vice Mayor shall run the meeting. The Mayor, in consultation with the City Manager or his/her designee, shall organize the agenda and agenda forecast. The agenda forecast will be distributed with the City Manager's report.

8.2 Availability to the Public and Description of Matters.

The agenda for any regular, special, or study session meeting of the City Council shall be made available to the general public and all items of business to be discussed at a meeting of the City Council shall be briefly described on the agenda in accordance with the Ralph M. Brown Act.

8.3 Limitation to Act Only on Items on the Agenda.

No action shall be taken by the City Council on any item not on the posted agenda, subject only to the exceptions listed below:

(a) Upon a majority determination that an “emergency situation” (as defined by State Law) exists; or

(b) Upon determination by a 4/5 vote of the full City Council, or a unanimous vote if less than a full Council, that there is a need to take immediate action and that the need to take the action came to the attention of the City Council subsequent to posting of the agenda.

8.4 Order and Timing of Agenda – Regular Meeting.

The prescribed order of the agenda for Regular Meetings of the Council will be as follows: Roll Call, Public Comment if a Closed Session is scheduled, Closed Session, Adjourn to Open Session, Pledge of Allegiance, Invocation, Conflict of Interest Notifications, Closed Session Announcement, if any, Informational Reports (City Manager/City Attorney), Presentations/Appointments, Public Comments on Items not on the Agenda, Council Comment, Consent Calendar, Public Hearings, General Business Items, Non-presented Reports, and Adjournment. The Mayor may “time” the agenda in a way that suggests how much time should be committed to any item such that the meeting may end at the established time.

8.5 Order of Agenda – Special Meeting – Closed Session.

The prescribed order of the agenda for a Special Meeting – Closed Session of the Council will be as follows: Roll Call, Public Comment, Conflict of Interest Notifications, Closed Session, Closed Session Announcement if any, and Adjournment.

8.6 Change in Order of Business.

The Mayor may decide to take matters listed on the agenda out of the prescribed order, and Council Members may make such a request. Council Members shall be given the opportunity to ask questions about Consent Items for clarification without having them removed.

8.7 Agenda Request Policy.

Requests for placement of items on the agenda can be submitted to the Mayor or City Manager at any time. The Mayor and City Manager will review the request and determine appropriate timing to bring the item forth.

Also, any member of the Council may request that an item be placed on a future agenda by indicating their desire to do so under the Council Member Report portion of the City Council

agenda. The request will require the consensus of the Council to have the item brought back at a certain time versus at the pleasure of the Mayor or City Manager.

8.8 Presentations.

Presentations are put on the agenda with concurrence of the Mayor or City Manager. The Mayor or City Manager will use their best judgment on scheduling presentations and recognitions. Time limits shall normally be 5 minutes. Presentations may be extended by special circumstances as needed. Exceptions can be made at the Mayor's discretion.

8.9 Proclamations.

Requests for proclamations may be submitted to the Mayor at any time. The Mayor has full discretion in creating proclamations and issuing special recognitions on behalf of the City and the full City Council.

Council Members other than the Mayor may each create two proclamations and issue two special recognitions per calendar year to be presented on behalf of that Council Member. Council Members may petition the balance of the Council to be permitted to create additional proclamations or issue additional special recognitions if so desired.

To ensure Council Meeting efficiency, a maximum of three proclamations and two special recognitions may be presented at any regular meeting of the City Council. The meeting agenda will include proclamations and special recognitions to be presented during the council meeting, as well as a list of proclamations and special recognitions to be presented outside of the meeting, for informational purposes. Additionally, the Mayor and Council Members presenting proclamations and special recognitions may choose to read a portion of the full language of the item during the Council Meeting.

Attached hereto **Appendix A**, which is incorporated by reference.

SECTION 9. PROCEDURES FOR THE CONDUCT OF PUBLIC MEETINGS

9.1 Rules of Order.

Rosenberg's Rules of Order, Revised 2011, govern all City Council Meetings. These Rules clearly and concisely set forth the important role of the chair (i.e., the Mayor) during a meeting; the process for making and voting on motions; the three standard motions, including the basic motion, the motion to amend, and the substitute motion; the process of debate; other procedural motions, including motions to limit debate, motions to table, and motions to adjourn. All City Council Members are encouraged to review and familiarize themselves with the details contained in this seven-page document. A copy of Rosenberg's Rules of Order is attached hereto and available on the City's website.

9.2 Appeal Procedures.

Appellants shall be given the opportunity to speak first. Appellants and applicants responding to appeals may be given a total of up to 10 minutes each to present their positions to the City

Council prior to hearing public comments. Appellants shall be given up to 5 minutes of rebuttal time after public comments are heard.

9.3 Applicants.

Persons bringing to the City Council a request for approval shall be given a total of up to 10 minutes to present their positions/input prior to hearing public comments. An extension can only be granted by consent of a majority of the Council Members. Applicants shall be given up to 5 minutes of rebuttal time after public comments are heard.

9.4 Staff and Consultant Reports.

In general, staff and consultant reports should be clear, brief and concise. Staff is to assume that the Council has read all materials submitted. Council shall be given an opportunity to ask questions of staff prior to hearing public comments.

9.5 Public Comment.

- (a)** Persons present at meetings of the City Council, either in-person or participating remotely, may comment on individual items on the agenda at the time the items are scheduled to be heard. During Regular City Council meetings, comments may be offered on items not on the agenda under that portion of the agenda identified for Public Comment.
- (b)** The limit for speakers will be up to 3 minutes, depending on the number of speakers. Speakers are not allowed to delegate their time to another speaker. The Mayor may limit the time to be spent on an item and may continue the item, with the approval of the majority of the Council, to a future meeting at his/her discretion.
- (c)** Upon addressing the Council, each speaker is requested, but not required, to first state his/her name, whom they represent and/or city of residence.
- (d)** After the speaker has completed their remarks, the Mayor may direct the City Manager or City Attorney to briefly address the issues brought forth by the speaker. Council Members shall be respectful of the speakers and shall not enter into a debate with any member of the public nor discuss amongst themselves.
- (e)** All Council Members shall listen to all public discussion as part of the Council's community responsibility. Individual Council Members should remain open-minded to informational comments made by the public.
- (f)** The Mayor has the right to ask a member of the public to step down if over the allotted time or if the speaker's comments are not within the city's jurisdiction.

9.6 Council Member Respect.

At all times, Council Members in the minority on an issue shall respect the decision and authority of the majority.

SECTION 10. CLOSED SESSIONS

10.1 Purpose.

It is the policy of the City Council to conduct its business in public to the greatest extent possible. However, state law recognizes that, in certain circumstances, public discussion could potentially jeopardize the public interest, compromise the City's position, and could cost the taxpayers of Suisun City financially. Therefore, closed sessions shall be held from time to time as allowed by law. The procedures for the conduct of these meetings shall be the same as for public meetings, except that the public will be excluded.

Prior to convening the closed session meeting, the Mayor shall publicly announce the closed session items and ask for public input regarding any items on the closed session agenda.

Pursuant to California Government Code Section 54963, City Council Members shall keep all written materials and verbal information provided to them in closed session in complete confidence to insure that the City's position is not compromised. No mention of information in these materials shall be made to anyone other than Council Members, the City Attorney or City Manager, except where authorized by a majority of the City Council.

10.2 Rule of Confidentiality.

The City Council recognizes that breaches in confidentiality can severely prejudice the City's position in litigation, labor relations and real estate negotiations. Further, breaches of confidentiality can create a climate of distrust among Council Members and can harm the Council's ability to communicate openly in closed sessions, thereby impairing the Council's ability to perform its official duties.

The City Council further recognizes that confidentiality of discussions and documents are at the core of a closed session. Confidentiality is essential if the closed session is to serve its purpose. Therefore, the City Council will adhere to a strict policy of confidentiality for closed sessions.

10.3 Breach of Rule of Confidentiality.

No person who attends a closed session may disclose any statements, discussions, or documents used in a closed session except where specifically authorized by State law. Any authorized disclosure shall be in strict compliance with these rules and the Ralph M. Brown Act. Violation of this rule shall be considered a breach of this rule of confidentiality.

10.4 Agenda.

The City Council agenda will contain a brief general description of the items to be discussed at the closed session, as required by law.

10.5 Permissible Topics.

All closed sessions will be held in strict compliance with the Ralph M. Brown Act. The City Attorney, or their designee, will advise in advance on topics that may be discussed in a closed session.

10.6 Rules of Decorum.

The same high standard of respect and decorum as apply to public meetings shall apply to closed sessions. There shall be courtesy, respect and tolerance for all viewpoints and for the right of Council Members to disagree. Council Members shall strive to make each other feel comfortable and safe to express their points of view. All Council Members have the right to insist upon strict adherence to this rule. The Mayor shall keep the discussion moving forward so that debate and discussion can occur in the time allotted for the closed session. The Mayor will determine the order of debate in a fair manner.

10.7 Conduct of Meeting.

- (a) The Mayor will call the closed session to order promptly at its scheduled time.
- (b) The use of handouts and visual aids such as charts is encouraged to focus debate and promote understanding of the topic. All such materials are strictly confidential.
- (c) If the City Council in closed session has provided direction to City staff on proposed terms and conditions for any type of negotiations, whether it be related to property acquisitions or disposal, a proposed or pending claim or litigation, or employee negotiations, all contact with the other party will be through the designated City person(s) representing the City in the handling of the matter. A Council Member not so designated by the Council will not under any circumstances have any contact or discussion with the other party or its representative concerning the matter which was discussed in the closed session, and will not communicate any discussions conducted in closed session to such party.

10.8 Public Disclosure After Final Action.

The Ralph M. Brown Act requires that, as a body, the City Council make certain public disclosure of closed session decisions when those actions have become final. Accordingly, the Mayor or City Attorney shall publicly report any final action taken in closed session, and the vote, including abstentions, at a publicly noticed meeting.

The report may be oral or written. The report will state only the action taken and the vote. Except for the action taken and the vote, all closed session discussions will remain confidential.

SECTION 11. DECORUM

11.1 Council Members.

Members of the City Council value and recognize the importance of the trust invested in them by the public to accomplish the business of the City. Council Members shall accord the utmost courtesy to each other, City employees, and the public appearing before the City Council. The City Manager or his/her designee shall act as the sergeant-at-arms.

11.2 City Employees.

Members of the City staff shall observe the same rules of order and decorum applicable to the City Council. City staff shall act at all times in a business and professional manner towards Council Members and members of the public.

11.3 Public.

Members of the public attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council. These Norms and Procedures shall apply to all City Council Meetings.

11.4 Noise in the Chambers.

Noise emanating from the audience, whether expressing opposition or support within the Council Chambers or lobby area, which disrupts City Council meetings, shall not be permitted. All cell phones and other electronic devices shall be muted while in the chambers. Refusal is grounds for removal.

11.5 Removal.

Any member of the public making personal, impertinent, and/or slanderous or profane remarks, or who becomes boisterous or belligerent while addressing the City Council, staff or general public, or while attending the City Council meeting and refuses to come to order at the direction of the Mayor/Presiding Officer, may be ordered by the Mayor/Presiding Officer, pursuant to Government Code Section 54957.95, to be removed from the Council Chambers by the Police Chief, or his/her designee, and may be barred from further attendance before the Council during that meeting.

Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall not be permitted by the Mayor/Presiding Officer. The Mayor/Presiding Officer may direct the Police Chief, or their designee, to remove such offenders from the room.

11.6 Dangerous Instruments.

No person may enter the chambers of a legislative body, as defined in Government Code Section 54852 or any place where such legislative body is in session, with any firearm, weapon, or explosive device of any nature. The provisions of this section shall not apply to authorized peace officers or to those persons authorized by the Penal Code of the State to carry such weapons.

SECTION 12. ENFORCEMENT OF DECORUM

In extreme cases, such as when a meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals as provided for herein, the Mayor/Presiding Officer may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session.

Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this Section. Nothing in this Section shall prohibit the City Council from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

SECTION 13. PUBLIC RELATIONS

13.1 City Spokesperson.

The Mayor will serve as the general spokesperson for the City. When Council has not taken a position on an issue, neither the Mayor nor any Council Member will speak on behalf of the Council. In these situations, the Mayor or Council Member will use a phrase such as, "Council has not taken an official position, personally I think..."

13.2 Press Release.

Any proposed Press Release may only use the City Seal and picture of the Council Member issuing such release if the subject matter pertains to official government business of Suisun City.

The group picture of the Council may only be used on a Press Release if the release is being issued on behalf of the entire Council.

SECTION 14. MAYOR'S OFFICE

The opportunity to meet with a member of the public is an honor. It also creates an opportunity for our citizens to know that their elected officials are willing to listen and willing to act. There is a place for meeting over coffee or food, as some discussions are best had when "breaking bread." However, some discussions should happen in a professional environment, free from distractions allowing for private discussion.

To help facilitate meetings with members of the public as a Council Member, the Mayor's office is listed as a Resource Room in Outlook for advance scheduling.

Reach out to the Deputy City Clerk if you have questions regarding scheduling.

SECTION 15. VIOLATIONS OF PROCEDURES

Nothing in these Norms and Procedures shall invalidate a properly noticed and acted upon action of the City Council in accordance with State Law.

This document shall remain in effect until modified by resolution of the City Council.

Appendix A

Procedure for Councilmember Requesting a Proclamation to be Presented at a City Council Meeting

Purpose:

The purpose of this policy is to establish a process regarding the policy regarding the processing of requests by individuals, groups and organizations for City proclamations by individual Council Members. The intent of the policy is to ensure that meetings of the City Council are not encumbered with long requests for support on matters that do not confirm to the City's policy.

Definition of a Proclamation:

A proclamation is an official declaration issued by the City Councilmember recognizing an event, individual, group, or cause of community-wide interest or significance. Proclamations should promote positive community engagement and reflect the City's values of respect, diversity, and inclusion.

Scope:

Proclamations are public acknowledgments issued on behalf of the City. They are symbolic and do not carry the force of law. The City reserves the right to deny requests that are inconsistent with the community's values or that violate any of the prohibitions outlined below.

Topics of Permissible Subjects for Proclamation

The policy attempts to focus the scope of potential city proclamations to City of Suisun City related matters, to municipal government matters and away from partisan political, religious or international policy matters. The following matters are within the scope of permissible subjects, but is not intended to be an exclusive list of permissible subjects.

- A. Matters involving the operation of municipal government or the provision of municipal services to the citizens and businesses in the City.
- B. County, state or federal legislation directly affecting municipal funding sources, operations or services.
- C. County or state initiative measures directly affecting municipal funding sources, operations and services.
- D. Requests submitted by the Board of the League of California Cities or the Board of the California Contract Cities Association.
- E. Requests submitted by public entities on whose board, the City has a voting member.

- F. Requests to honor businesses that are located in the City, service or philanthropic organizations that provide a significant level of services to residents or businesses in the City, and sports teams based in Artesia, upon the accomplishment of noteworthy achievements, programs or milestones.
- G. Requests to honor the life of a long-time and/or prominent Artesia resident upon their death.
- H. Requests to honor city officials, employees, and consultants for their achievements or milestones of service.
- I. Requests to honor public officials from other public entities who have served on boards, committees or commissions on which members of the Artesia City Council also serve, upon the completion of their term of office or chairmanship.
- J. If it is not clear whether a request for a proclamation falls inside or outside of a permissible category, the City Manager may submit the matter to the Mayor for its consideration.

Topics Excluded from Proclamation:

The following topics shall not be permitted for proclamations:

- 1. Hate Speech: Any proclamation that promotes hate or violence against individuals or groups based on race, religion, ethnicity, national origin, gender, sexual orientation, or other protected categories.
- 2. Racism: Proclamations that contain language or themes that degrade, dehumanize, or otherwise discriminate against individuals or groups based on race or ethnicity.
- 3. Discrimination of Protected Classes: Proclamations that promote or condone discriminatory behavior or treatment against individuals or groups protected by federal, state, or local anti-discrimination laws (e.g., race, gender, sexual orientation, disability status).

Procedure:

Step 1: Submission of Request

- 1. A City Councilmember must submit a written request for a proclamation at least three weeks prior to the City Council meeting where the proclamation is to be presented.
- 2. The request should be submitted to the Mayor, who will facilitate the process.
- 3. The written request must include:
 - Title of the proclamation.
 - The proposed text of the proclamation, including background information.

- The date of the City Council meeting where the proclamation will be presented.
 - Information about any individuals or groups who will be receiving or accepting the proclamation.
4. A proclamation requested for presentation at an event should include specific details about the event.

Step 2: Review by City Staff

1. Upon receipt, the Mayor, City Manager's Office or the City Clerk will review the proposed proclamation to ensure it aligns with the City's values and legal obligations.
2. Proclamations will be evaluated for:
 - Relevance to the City's community and values.
 - Compliance with prohibitions on hate speech, racism, and discrimination against protected classes.

Step 3: Scheduling and Presentation

1. Once approved, the proclamation will be placed on the agenda for the requested City Council meeting.
2. The Deputy City Clerk will ensure the proclamation is prepared and presented to the City Council.
3. During the meeting, the proclamation will be read aloud by the Councilmember who requested it, unless otherwise specified.
4. A formal copy of the proclamation will be presented to the recipient during the meeting, if applicable.

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Fiscal Year 2022-23 Year End Budget Amendments - (Deol: Ideol@suisun.com):

- a. Council Adoption of Resolution No. 2024-___: Adopting the 4th Amendment to the Annual Appropriation Resolution No. 2022-90 to Appropriate Funding in Various Programs Citywide to Meet Actual Fiscal Year 2022-23 Obligations Pursuant to Audit Determinations; and
- b. Housing Authority Board Adoption of Resolution No. HA 2024-__: Adopting the 1st Amendment to the Annual Appropriation Resolution No. HA 2022-01 to Appropriate Additional Funding to Meet Actual Fiscal Year 2022-23 Obligations Pursuant to Audit Determinations.

FISCAL IMPACT: There would be no fiscal impact as the funds are currently available in retained earnings, grant funds or unanticipated revenues already received for a specific purpose.

STRATEGIC PLAN: Provide Good Governance and Ensure Fiscal Solvency.

BACKGROUND: At the conclusion of a fiscal year, variances between estimated and actual expenditures are identified, and an amendment to the Appropriations Resolution is brought to the Council to make adjustments necessary to reflect actual obligations incurred. The purpose of this process is to meet three primary objectives:

- Align the annual auditing and budgeting processes,
- Provide policy oversight for City financial management, and
- Ensure transparency to the public regarding fiscal stewardship.

The budget amendments being proposed for the FY 2022-23 budget fall into two primary categories:

- Appropriating revenue or retained earnings to fund actual expenses that exceeded estimates, such as operational and administrative costs, and
 - Appropriating new unanticipated expenditures such as adjustments in reporting of the fair market value of investments and other increases in staffing costs.
-

STAFF REPORT: The first category of adjustments is necessary to appropriate funding on hand to address expenses that exceeded estimates in the FY 2022-23 budget. These transfers are:

- General Fund -Non-Departmental - \$19,300 to appropriate funds from unappropriated fund balance to record unrealized loss on pooled investments.
- Off-Site Street Improvement Fund (OSSIP) - \$525,800 to appropriate funds from unappropriated fund balance for settlement payoff to Pickering property.
- Solid Waste Division- \$20,900 to appropriate from the grant proceeds to pay for legal fees incurred for the review of the franchise agreement.
- Boating Safety Grant- \$6,200 to appropriate from the grant proceeds to pay additional grant expenditures.
- SLESF Grant - \$20,300 to appropriate from the grant proceeds to pay for additional grant expenditures.
- NBA Water Debt Service - \$16,400 to appropriate fund balance to record the unrealized loss on pooled investments.
- Walmart Mitigation-Peterson Fence- \$3,100 to appropriate fund balance to record the unrealized

loss on pooled investments.

- Dredging Project - \$400 to appropriate fund balance to record the unrealized loss on pooled investments.
- Marina Village MAD -\$3,700 to appropriate fund balance to pay government fees.
- Victorian Harbor Dredging - \$3,000 appropriate fund balance to record the unrealized loss on pooled investments.
- Suisun CFD #2 - \$5,400 to appropriate fund balance to pay for a transfer to Storm Drain Fund.
- Suisun CFD #3 - \$2,000 to appropriate fund balance to pay for a transfer to General Fund.
- Vehicle/Equipment Maintenance - \$7,400 to appropriate fund balance to pay for auto parts and supplies.
- Unemployment Self Insurance - \$2,300 to appropriate fund balance to pay for insurance expenses.
- HOME 2002 Rehab- \$1,600 to appropriate fund balance to record the unrealized loss on pooled investments.
- Housing Choice Voucher Admin - \$101,000 to appropriate fund balance to operating expenses that went above budget.

The second category of adjustments is necessary to appropriate new revenues to fund specific programs or for specific purposes. These transfers are:

- Housing Choice Voucher- \$170,200 to appropriate grant revenue to pay for housing voucher that were under budgeted.

STAFF RECOMMENDATION:

1. City Council Adopt Resolution No. 2024-__: Adopting the 4th Amendment to the Annual Appropriation Resolution No. 2022-90 to Appropriate Funding in Various Programs Citywide to Meet Actual Fiscal Year 2022-23 Obligations Pursuant to Audit Determinations; and
2. Housing Authority Adopt Resolution No. HA 2024-__: Adopting the 1st Amendment to the Annual Appropriation Resolution No. HA 2022-01 to Appropriate Additional Funding to Meet Actual Fiscal Year 2022-23 Obligations Pursuant to Audit Determinations.

DOCUMENTS ATTACHED:

1. Resolution No. 2024-__: Adopting the 4th Amendment to the Annual Appropriation Resolution No. 2022-90 to Appropriate Funding in Various Programs Citywide to Meet Actual Fiscal Year 2022-23 Obligations Pursuant to Audit Determinations.
2. Resolution No. HA 2024-__: Adopting the 1st Amendment to the Annual Appropriation Resolution No. HA 2022-01 to Appropriate Additional Funding to Meet Actual Fiscal Year 2022-23 Obligations Pursuant to Audit Determinations

PREPARED BY:

Elizabeth Luna, Accounting Services Manager

REVIEWED BY:

Lakhwinder Deol, Finance Director

APPROVED BY:

Bret Prebula, City Manager

ATTACHMENTS:

1. [Resolution No. 2024-Adopting the 4th Amendment.pdf](#)
2. [Resolution No. HA 2024-Adopting the 1st Amendment..pdf](#)

RESOLUTION NO. 2024-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ADOPTING THE 4TH AMENDMENT TO THE ANNUAL APPROPRIATION RESOLUTION NO. 2022-90 TO
APPROPRIATE FUNDING IN VARIOUS PROGRAMS CITYWIDE TO MEET ACTUAL FY 2022-23
OBLIGATIONS PURSUANT TO AUDIT DETERMINATIONS.**

WHEREAS, On June 21, 2022, the City Council adopted the Annual Appropriation Resolution No. 2022-90 to appropriate from each of the several funds of the City to each department of the City amounts set forth in the Annual Budget Business and Financial Plan for Fiscal Year 2022-2023.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUISUN CITY:

THAT the annual appropriation for General Fund is hereby amended as follows:

		<u>Increase/ (Decrease)</u>
TO:	Non-Departmental	\$ 19,300
	Total General Fund 010	<u>\$ 19,300</u>

THAT account titles and numbers requiring General Fund adjustment by this Resolution are as follows:

		<u>Sources</u>	<u>Uses</u>
Revenue:			
A/C No. 010-70101-1910	General Fund-Non-Departmental -Fund Balance	\$ 19,300	
Appropriations:			
A/C No. 010-99220-1910	General Fund- Non-Departmental-Unrealized Loss on Investment		\$ 19,300
		<u>\$ 19,300</u>	<u>\$ 19,300</u>

THAT account titles and numbers requiring adjustment to various Funds by this Resolution are as follows:

<u>Off-site Street Improvement</u>			
Revenue:			
A/C No. 120-70101-6515	Fund Balance	\$ 525,800	
Appropriations:			
A/C No. 120-96110-6515	Land Acquisition		\$ 525,800
		<u>\$ 525,800</u>	<u>\$ 525,800</u>

Refuse/AB939

Revenue:			
A/C No. 130-70101-6030	Fund Balance	\$ 20,900	
Appropriations:			
A/C No. 130-91110-6030	Legal		\$ 20,900
		<u>\$ 20,900</u>	<u>\$ 20,900</u>

Boating Safety Grant

Revenue:			
A/C No. 142-76230-2405	Grant	\$ 4,200	
A/C No. 142-71120-2405	Property Tax	\$ 860	
A/C No. 142-70101-2405	Fund Balance	\$ 1,140	
Appropriations:			

A/C No. 142-90120-2405	Temporary Wages		\$	6,200
			\$	6,200
<u>SLESF Grant</u>				
Revenue:				
A/C No. 153-75410-2409	Grant		\$	20,300
Appropriations:				
A/C No. 153-90160-2409	Temporary Wages		\$	20,300
			\$	20,300
<u>NBA Water Debt Service</u>				
Revenue:				
A/C No. 210-70101-7420	Fund Balance		\$	16,400
Appropriations:				
A/C No. 210-99220-7420	Unrealized Loss on Pooled Investment		\$	16,400
			\$	16,400
<u>Walmart Mitigation-Peterson Fence</u>				
Revenue:				
A/C No. 337-70101-9974	Fund Balance		\$	3,100
Appropriations:				
A/C No. 337-99220-9974	Unrealized Loss on Pooled Investment		\$	3,100
			\$	3,100
<u>Dredging Project</u>				
Revenue:				
A/C No. 340-70101-9981	Fund Balance		\$	400
Appropriations:				
A/C No. 340-99220-9981	Unrealized Loss on Pooled Investment		\$	400
			\$	400
<u>Marina Village-Dredging</u>				
Revenue:				
A/C No. 422-70101-6423	Fund Balance		\$	3,700
Appropriations:				
A/C No. 422-91360-6423	Govt Permit/Tax		\$	3,700
			\$	3,700
<u>Victorian Harbor Dredging</u>				
Revenue:				
A/C No. 449-70101-6449	Fund Balance		\$	3,000
Appropriations:				
A/C No. 449-99220-6449	Unrealized Loss on Pooled Investment		\$	3,000
			\$	3,000
<u>Suisun CFD #2</u>				
Revenue:				
A/C No. 461-70101-6461	Fund Balance		\$	5,400
Appropriations:				
A/C No. 461-91357-6461	Property Tax Admin Fee		\$	5,400
			\$	5,400
<u>Suisun CFD #3</u>				
Revenue:				
A/C No. 469-70101-6469	Fund Balance		\$	2,000
Appropriations:				
A/C No. 469-91357-6469	Property Tax Admin Fee		\$	2,000
			\$	2,000
<u>Vehicle/Equipment Maintenance</u>				
Revenue:				
A/C No. 705-70101-6380	Fund Balance		\$	7,400
Appropriations:				

A/C No. 705-91440-6380 Auto-parts and Supplies

	\$	7,400
	\$	7,400

Unemployment Insurance

Revenue:

A/C No. 765-70101-1790 Fund Balance

\$ 2,300

Appropriations:

A/C No. 765-91345-1790 Insurance Expenses

\$ 2,300

	\$	2,300
	\$	2,300

HOME-2002 Rehab

Revenue:

A/C No. 937-75410-3464 Program Income

\$ 1,600

Appropriations:

A/C No. 937-99220-3464 Unrealized Loss on Pooled Investment

\$ 2,300

	\$	2,300
	\$	1,600

THAT the purpose is to appropriate funds into the budget.

ADOPTED AND PASSED at a regular meeting of the City Council of the City of Suisun City duly held on the 15th day of October 2024 by the following vote:

AYES:	COUNCILMEMBERS
NOES:	COUNCILMEMBERS
ABSENT:	COUNCILMEMBERS
ABSTAIN:	COUNCILMEMBERS

WITNESS my hand and seal of the said City this 15th day of October 2024.

Anita Skinner,
City Clerk

RESOLUTION NO. HA 2024-_____

A RESOLUTION OF THE SUISUN CITY HOUSING AUTHORITY ADOPTING THE 1ST AMENDMENT TO THE ANNUAL APPROPRIATION RESOLUTION NO. HA 2022-01 TO APPROPRIATE ADDITIONAL FUNDING TO MEET ACTUAL FY 2022-23 OBLIGATIONS PURSUANT TO AUDIT DETERMINATIONS.

WHEREAS, On June 21, 2022, the Suisun City Housing Authority adopted Resolution No. HA 2022-01 to appropriate annual budget for Fiscal Year 2022-2023.

BE IT RESOLVED BY THE SUISUN CITY HOUSING AUTHORITY:

THAT the annual appropriation for Housing Authority is hereby amended as follows:

		<u>Increase/ (Decrease)</u>
TO:	Housing Choice Voucher Fund 932	\$ 170,200
TO:	HUD Voucher Admin Fund 945	\$ 101,000
	Total Housing Authority Fund	<u>\$ 271,200</u>

THAT account titles and numbers requiring Housing Authority Fund adjustment by this Resolution are as follows:

		<u>Sources</u>	<u>Uses</u>
<u>Housing Choice Voucher</u>			
Revenue:			
A/C No. 932-76410-3455	HUD Grant	\$ 170,200	
Appropriations:			
A/C No. 932-91910-3455	HUD Voucher Payment		\$ 170,200
		<u>\$ 170,200</u>	<u>\$ 170,200</u>
<u>HUD Voucher Admin</u>			
Revenue:			
A/C No. 945-70101-3490	HUD CARES Grant	\$ 101,000	
Appropriations:			
A/C No. 945-90110-3490	Salaries		\$ 61,000
A/C No. 945-90320-3490	Health Benefits		\$ 23,000
A/C No. 945-93130-3490	Computer/Equipment		\$ 17,000
		<u>\$ 101,000</u>	<u>\$ 101,000</u>

THAT the purpose is to appropriate funds into the budget.

ADOPTED AND PASSED at a regular meeting of the Suisun City Housing Authority duly held on the 15th day of October, 2024 by the following vote:

AYES:	COUNCILMEMBERS
NOES:	COUNCILMEMBERS
ABSENT:	COUNCILMEMBERS
ABSTAIN:	COUNCILMEMBERS

WITNESS my hand and seal of the said City this 15th day of October 2024.

Anita Skinner,
City Clerk

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Adopting a Financial Policy for the City/Agency/Authority:

- a. Council Adoption of Resolution No. 2024-___: Adopting a Revised City Budget Policy to Reflect Technical and Administrative Updates; and
 - b. Agency Adoption of Resolution No. SA 2024-___: Adopting a Revised City Budget Policy to Reflect Technical and Administrative Updates; and
 - c. Housing Authority Board Adoption of Resolution No. HA 2024-___: Adopting a Revised City Budget Policy to Reflect Technical and Administrative Updates.
-

FISCAL IMPACT: There is no fiscal impact.

STRATEGIC PLAN: Ensure Fiscal Solvency; Provide Good Governance.

BACKGROUND: The Financial Policies of the City/Agency/Authority have been incorporated each year into the Annual Budget document, but they have not been formally adopted.

STAFF REPORT: As the City/Agency/Authority again faces a challenging fiscal situation, it is important to continue to pursue the Financial Polices that have kept the City/Agency/Authority in stable financial health. The Financial Polices included in the Annual Budget document have been a critical component in ensuring the fiscal well being of the City/Agency/Authority. As staff approaches the preparation of the FY 2024-25 Mid-Year Budget Review, it would be appropriate at this time to update these policies for incorporation into not only the preparation of the Annual Budget, but also the administration of the budget throughout the fiscal year.

STAFF RECOMMENDATION: It is recommended that the:

1. **Council** adopt Resolution No. 2010-___: Adopting the Financial Policies of the City of Suisun City; and
 2. **Agency** adopt Resolution No. RA 2010-___: Adopting the Financial Policies of the Redevelopment Agency of the City of Suisun City; and
 3. **Authority** adopt Resolution No. HA 2010-___: Adopting the Financial Policies of the Housing Authority of the City of Suisun City.
-

DOCUMENTS ATTACHED:

1. Resolution No. 2024-___: Adopting the Financial Policies of the City of Suisun City.
 2. Resolution No. RA 2024-___: Adopting the Financial Policies of the Successor Agency of the City of Suisun City.
 3. Resolution No. HA 2024-___: Adopting the Financial Policies of the Housing Authority of the City of Suisun City.
 4. Attachment A - Updated Financial Policy.
-

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Lakhwinder Deol, Finance Director
Bret Prebula, City Manager
Bret Prebula, City Manager

ATTACHMENTS:

1. Resolution No. 2024-Adropting Revised City Budget Policy to Reflect Technical and Administrative Updates.docx
2. Resolution No. SA 2024-Adropting Revised City Budget Policy to Reflect Technical and Administrative Updates.docx
3. Resolution No. HA 2024-Adropting Revised City Budget Policy to Reflect Technical and Administrative Updates.docx
4. Attachment A - Updated - Budget Guidelines.docx

RESOLUTION NO. 2024-___

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ADOPTING A REVISED CITY BUDGET POLICY TO REFLECT TECHNICAL AND
ADMINISTRATIVE UPDATES**

WHEREAS, the Financial Policies have been incorporated each year into the Annual Budget document; and

WHEREAS, these Financial Policies continue to be a critical component in ensuring the fiscal well-being of the City; and

WHEREAS, the City desires to formally adopt these financial policies.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Suisun City hereby adopts the City’s Financial Policies as described in Attachment A – Financial Policies.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Suisun City duly held on the 15th day of October 2024 by the following vote:

AYES: Councilmembers: _____
NOES: Councilmembers: _____
ABSENT: Councilmembers: _____
ABSTAIN: Councilmembers: _____

WITNESS my hand and the seal of the City of Suisun City this 15th day of October 2024.

Anita Skinner,
City Clerk

RESOLUTION NO. SA 2024-___

**A RESOLUTION OF THE SUISUN CITY SUCCESSOR AGENCY ADOPTING A
REVISED CITY BUDGET POLICY TO REFLECT TECHNICAL AND
ADMINISTRATIVE UPDATES**

WHEREAS, the Financial Policies have been incorporated each year into the Annual Budget document; and

WHEREAS, these Financial Policies continue to be a critical component in ensuring the fiscal well-being of the City; and

WHEREAS, the City desires to formally adopt these financial policies.

NOW, THEREFORE, BE IT RESOLVED that the Suisun City Successor Agency Commission hereby adopts the City’s Financial Policies as described in Attachment A – Financial Policies.

PASSED AND ADOPTED by the Suisun City Successor Agency Commission at a regular meeting thereof held on the 15th day of October 2024 by the following vote:

AYES: Commissioners: _____
NOES: Commissioners: _____
ABSENT: Commissioners: _____
ABSTAIN: Commissioners: _____

WITNESS my hand and the seal of said Housing Authority Commission this 15th day of October 2024.

Anita Skinner,
City Clerk

RESOLUTION NO. HA 2024-___

**A RESOLUTION OF THE SUISUN CITY HOUSING AUTHORITY ADOPTING A
REVISED CITY BUDGET POLICY TO REFLECT TECHNICAL AND
ADMINISTRATIVE UPDATES**

WHEREAS, the Financial Policies have been incorporated each year into the Annual Budget document; and

WHEREAS, these Financial Policies continue to be a critical component in ensuring the fiscal well-being of the City; and

WHEREAS, the City desires to formally adopt these financial policies.

NOW, THEREFORE, BE IT RESOLVED that the Suisun City Housing Authority Commission hereby adopts the City’s Financial Policies as described in Attachment A – Financial Policies.

PASSED AND ADOPTED by the Suisun City Housing Authority Commission at a regular meeting thereof held on the 15th day of October 2024 by the following vote:

AYES: Commissioners: _____
NOES: Commissioners: _____
ABSENT: Commissioners: _____
ABSTAIN: Commissioners: _____

WITNESS my hand and the seal of said Housing Authority this 15th day of October 2024.

Anita Skinner,
City Clerk

FINANCIAL POLICY

FINANCIAL POLICY

The cornerstone of municipal financial management is a sound policy that sets forth guidelines in the areas of revenues, operating expenditures, investments, reserves, financial reporting, capital improvements and budgeting. Consistent with federal and state statutes, generally accepted accounting standards and the Government Accounting Standards Board, it is appropriate for the City Council, Redevelopment Agency and/or Housing Authority to adopt financial and investment policies. Annually staff will review the financial policies of the City, Agency, and Authority; and it will propose changes as it deems appropriate for consideration by the City Council, Redevelopment Agency, and/or Housing Authority. The proposed Financial Policies are as follows:

Budget Policies

- The City Manager will provide a proposed Annual Budget to the City Council no later than June 1st of each year, and the City Council will review and adopt an Annual Budget no later than June 30th of each year for the following fiscal year.
- The City's budgetary system will be integrated and compatible with the accounting system, and the Annual Budget will be prepared on a basis in conformance with Generally Accepted Accounting Principles (GAAP).
- The Mid-Year Budget Review will be presented during the month of February of each year. It will include the current status of revenue collections and budget expenditures, economic trends and state budget impacts, as well as any proposed amendments to the current year budget.
- Annually, the City may seek the CSMFO Award of Excellence for Municipal Budgeting, as well as the GFOA Certificate of Achievement for Distinguished Budget Presentation Award.
- ~~Annually, the City's Comprehensive Annual Financial Report (CAFR)~~ City's [Annual Comprehensive Financial Report \(ACFR\)](#) will be prepared by an independent auditor in accordance with Government Auditing Standards issued by the Comptroller General of the United States.
- Annually, the City may seek the GFOA Certificate of Achievement for Excellence in Financial Reporting.

Resources

Resources are defined as revenues collected during one fiscal year, as well as resources carried over from prior years. Revenues may be ongoing or one-time in nature, but resources from prior years are always one-time in nature. The following policies shall apply to resources:

- One-time resources will be used for one-time expenditures or enhancement of reserves.
- All revenue forecasts will be conservative.

FINANCIAL POLICY

- City staff will prepare regular reports for the City Council that compare actual revenue collections with budgeted revenues.
- The City should avoid using one-time resources to fund ongoing municipal services, except as provided below.
- All potential grants shall be carefully reviewed for matching and/or maintenance-of-effort requirements.
- Intergovernmental grants will be evaluated to determine the long-term operating and maintenance costs associated with the grant.

Expenditures

Expenditures are payments made to employees, vendors, or contractors supplying goods or services to the City. Except in the case of a public emergency, all expenditures must be made consistent with appropriations approved the City Council in the Annual Appropriation Resolution.

- City staff will prepare regular reports for the City Council's information that compare budget appropriations with actual expenditures.
- When new operating programs or capital projects are proposed, staff will provide the City Council with an analysis of the one-time and ongoing costs associated with the program or project.
- With the exception of initial expenditures for the creation of new programs, or during periods of economic distress that result in reductions in local revenues or state funding for municipal activities, or to "bridge" when future known ongoing resources are certain, all ongoing costs for operating programs should be paid for from ongoing revenues.

Establishment of Contingencies & Reserves

General Fund Emergency Reserve - The City Council hereby establishes an Emergency Reserve goal of not less than 20% of the current fiscal year General Fund operating budget net of Transfers to Other Funds or Agencies. The specific purpose of the Emergency Reserve is to provide funding to meet operational appropriation requirements in the event that the City experiences shortfalls in the collection of General Fund revenues or major unanticipated increases in expenditures. Any transfer of funds from the Emergency Reserve may only be made upon City Council approval of an amendment to the Annual Appropriation Resolution.

General Fund General Contingency - The City Council hereby establishes a General Contingency. The specific purpose of the General Contingency is to provide funding to meet operational appropriation requirements in the event of minor or routine unanticipated increases in expenditures. Any transfer of funds from the General Contingency may only be made upon City Council approval of an amendment to the Annual Appropriation Resolution. The General Contingency will be equal to total General Fund reserves less the Emergency Reserve.

FINANCIAL POLICY

Self-Insurance Fund Reserves - The Workers' Compensation Self-Insurance Fund should have sufficient reserves to cover known claims, as well as the self-insurance retention (SIR) of \$250,000. The Liability Self-Insurance Fund should have reserves that would cover two times its SIR of \$25,000. The proposed reserves of both of these funds far exceed these minimum reserves.

Housing Authority Emergency Reserve - The Housing Authority hereby establishes an Emergency Reserve of not less than 20% of the current fiscal year HA Administrative Fund operating budget net of Transfers to Other Funds or Agencies. The specific purpose of the Emergency Reserve is to provide funding to meet operational appropriation requirements in the event that the City experiences shortfalls in the collection of HA Administrative Fund revenues or major unanticipated increases in expenditures. Any transfer of funds from the Emergency Reserve for use in the operating budget may only be made upon Housing Authority approval of an amendment to the Annual Appropriation Resolution. Due to federal budget sequestration, no funds are available for such a reserve.

Housing Authority General Contingency - The Housing Authority hereby establishes an HA Administrative Fund General Contingency. The specific purpose of the HA Administrative Fund General Contingency is to provide funding to meet operational appropriation requirements in the event of minor or routine unanticipated increases in expenditures. The General Contingency will be equal to total 10% of the current fiscal year HA Administrative Fund operating budget net of Transfers to Other Funds or Agencies. Any transfer of funds from the General Contingency for use in the operating budget may only be made upon Housing Authority approval of an amendment to the Annual Appropriation Resolution. Due to federal budget sequestration, no funds are available for such a reserve.

Use of Contingencies & Reserves

The City's priorities for the utilization of contingencies and reserves are as follows:

- The use of reserves for a *one-time* expenditure that generates *ongoing* cost savings or cost avoidance.
- The use of reserves for a *one-time* expenditure that generates *ongoing* revenue enhancements.
- The use of reserves for a *one-time* expenditure that leverages the expenditure of significant public or private investment in the City by other entities.
- The use of reserves to offset shortfalls in the collection of revenues.
- The use of reserves to offset unanticipated increases in expenditures for current programs or projects.

FINANCIAL POLICY

Appropriation Transfer Authority

The following criteria establish appropriation transfer authority as set forth in the Annual Appropriation Resolution:

- With the exception of Personnel Services and Travel & Training, line items that require City Manager approval, transfers between line items in the same program may be made by department heads.
- Transfers between programs in the same fund may be made by department heads with City Manager approval.
- Transfers between department budgets within the same fund may ~~only~~ be made by the City Council Manager approval.
- Transfers between different funds may ~~only~~ be made by City Council Manager approval.

Capital Improvement Plan

- Annually, City staff will propose a capital improvement plan covering the next five fiscal years. The plan will recommend specific funding of projects for the next three years and identify projects for further consideration in years four and five.
- The Capital Improvement Plan will include a listing of projects for future consideration by the City Council. Such projects will be those which are determined to merit further study but lack funding sources.
- Capital improvements will include all equipment over \$5,000 with a useful life over five years. Facilities that have a useful life of longer than 20 years or that can be considered a “betterment” will be considered for inclusion in the Capital Improvement Plan. A “betterment” is defined as an improvement that extends the life of the original improvement by at least one-third of the original service life.
- Capital improvement projects will be reviewed to determine the best method of financing the project. City Council will determine whether the project will be funded on a “pay-as-you-go” basis or with a debt instrument.
- The City will continue imposing development impact fees that ensure that a new development pays its fair share of the increase service capacity.

Fiscal Management

- It is the City’s policy to minimize the subsidization by the general taxpayer of the costs of services provided to the public that are of specific benefit, rather than general benefit. The City Council shall annually consider establishing specific cost-recovery policies related to such costs to be reflected in the Master Fee Schedule.
- In addition, community facilities districts (CFD), maintenance assessment districts (MAD), and parking assessment districts (PAD) will be used to offset 100 percent of zone costs for maintenance of public improvements that serve new developments, and 80 percent of eligible general City services allocable to new developments.

FINANCIAL POLICY

- Consistent with the State Constitution, charges for services will not exceed the cost reasonably borne to deliver those services. Costs reasonably borne may include direct and in-direct costs, as well as reasonable reserves or amortization of equipment associated with the provision of the services.
- The City will annually review the Master Fee Schedule to ensure that each user fee is reflective of its intended cost-recovery percentage and will revise the fees as needed or revise the cost-recovery percentage.
- Whenever required by bond indentures, the City will determine whether debt service coverage ratios are being met. Whenever coverage ratios are not being met, staff will recommend rate increases or expenditure reductions or some combination of the two in order to meet coverage ratios.

Investments

- The City will continue to have a written investment policy approved by City Council resolution annually. The policy for investments in priority order is safety, liquidity, and yield.
- The City Council will receive reports on the cash position and performance of City investments on a quarterly basis.

Capital Assets

- Future maintenance needs for all new capital facilities will be fully costed out.
- All equipment and facility maintenance needs for the next five years will be projected and updated annually.
- All assets will be maintained at a level that protects the capital investment and minimizes future maintenance costs.

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: Council/Agency Approval of September 2024 Accounts Payable and Payroll Warrants.

FISCAL IMPACT: Total expenditure for all funds is \$4,353,352.98.

STRATEGIC PLAN: Provide Good Governance, Section 4.1 – Review and update required planning and financial documents as needed. Ensure Fiscal Solvency.

BACKGROUND:

California Code Section 37208 states that budgeted payrolls and demands paid by warrants or checks may be presented to the legislative body for ratification and approval.

CHAPTER 4. Financial Powers [37201 - 37210]

(Chapter 4 added by Stats. 1949, Ch. 79.)

37208.

(a) Payroll warrants or checks need not be audited by the legislative body prior to payment. Payrolls shall be presented to the legislative body for ratification and approval at the first meeting after delivery of the payroll warrants or checks.

(b) Warrants or checks drawn in payment of demands certified or approved by the city clerk as conforming to a budget approved by ordinance or resolution of the legislative body need not be audited by the legislative body prior to payment.

(c) Notwithstanding subdivisions (a) and (b), budgeted payrolls and demands paid by warrants or checks may be presented to the legislative body for ratification and approval in the form of an audited comprehensive annual financial report.

(Amended by Stats. 1986, Ch. 982, Sec. 14.)

STAFF REPORT:

Attached for City Council review and approval are the following:

Payroll:

September	Checks # 22128 - 22165	\$17,608.60
	Direct Deposits (9/6/24)	\$346,553.37
	Direct Deposits (9/20/24)	\$348,495.31
	Total Payroll	\$712,657.28

Accounts Payable:

Dated 9/1/24 – 9/30/24 Total Accounts Payables \$3,640,695.70

TOTAL AMOUNT \$4,353,352.98

STAFF RECOMMENDATION: It is recommended that the City Council approve accounts payable, payroll and payroll vendor checks for September 2024.

DOCUMENTS ATTACHED:

1. September 2024 Payroll Warrants Register
2. September 2024 Accounts Payable Warrants Register

PREPARED BY:

Lakhwinder Deol, Finance Director

REVIEWED BY:

Bret Prebula, City Manager

APPROVED BY:

Bret Prebula, City Manager

ATTACHMENTS:

[09-September 2024 Payroll.pdf](#)

[09-September 2024 Accounts Payables.pdf](#)



FINANCE DEPARTMENT

*City of Suisun City, 701 Civic Center Blvd, Suisun, CA 94585
Telephone (707) 421-7328 Fax (707) 421-7364*

MEMORANDUM

Date: October 2, 2024
To: Honorable Mayor and City Council Members
Prepared By: Diana Littles, Accounting Technician
Approved By: Lakhwinder Deol, Finance Director
RE: Payroll Checks for **September 2024**

Payroll:	Checks	22128- 22165	\$17,608.60
	Direct Deposit	09/06/2024	\$346,553.37
	Direct Deposit	09/20/2024	\$348,495.31

Total Payroll \$712,657.28

Date.: Sep 6, 2024
 Time.: 2:32 pm
 Run by: Diana Littles

CITY OF SUISUN CITY
 DIRECT DEPOSIT FOR COUNCIL

Page.: 1
 List.: ACHC
 Group: SPFMEM

Emp ID	Name	Deducted Last Posting	Deduction Amt.	Per Pay Period
ABD01	SHARIF S ABDELAZIZ	3085.32	.00	
ALE01	HALEY C ALEXANDER	5391.54	.00	
ALV01	SANTINO A ALVAREZ	340.77	.00	
ANT01	DARREN J ANTES	376.55	.00	
ARM02	SELENA I ARMAS	274.28	.00	
BEL01	JESALIN C BELK	1346.10	.00	
BEL02	DAVE M BELLERIVE	4338.66	.00	
BER03	JIM BERMUDEZ	4930.44	.00	
		500.00	500.00	
BLO01	DELBERT R BLOCK, JR	1784.28	.00	
BRA05	JASON C BRASSFIELD	3323.78	.00	
BRA06	JALEAH J BRANCH	415.94	.00	
BRY02	JOHN E. BRYAN	3142.29	.00	
CAM02	TYLER J CAMIGI	3822.09	.00	
CAN02	ALVIN J CANGCO	2790.38	.00	
CAR06	LISA A. CARLOCK	4874.88	.00	
CAR08	MARK S CARDINALLI	3118.00	.00	
CLA01	TRENTON J CLARK	759.64	.00	
COL01	JOSE L COLIN	3337.32	.00	
CON02	APRIL F CONNER	1921.99	.00	
CON05	TIFFANY N CONAMA	1802.37	.00	
		1000.00	1000.00	
COR02	JUAN M. CORTEZ	2406.86	.00	
COR03	SHERRI L. CORRALES	2085.28	.00	
COR05	CRISTIAN A CORTES	315.84	.00	
DAN01	ROBERTA J. DANIEL	2054.66	.00	
		500.00	500.00	
DAN02	JOSHUA S DANNER	6450.11	.00	
DAW02	JENALEE M DAWSON	864.98	.00	
DEL03	MARIBEL DE LA CRUZ	2634.15	.00	
		150.00	150.00	
DEM03	RYAN A DEMELLO	4918.56	.00	
DEO01	LAKHWINDER K DEOL	4906.78	.00	
		100.00	100.00	
DEV01	PAUL A DE VITA	44.64	.00	
DIA01	NAPOLEON W. DIAZ II	406.59	.00	
DOO01	CHRISTOPHER J DOOLEY	3737.68	.00	
DOW01	JEFFREY D DOWNEY	2529.64	.00	
DUC01	JUSTIN M DUCHSCHER	3422.81	.00	
DUM01	AMANDA DUM	2711.84	.00	
		100.00	100.00	
		75.00	75.00	
DUM02	GIZELLE ANNE DUMALAG	1017.27	.00	
ESC04	NICHOLAS J ESCOBEDO	1547.77	.00	
ESP00	RYAN J ESPARZA	3272.92	.00	
ESP02	TRISTAN M ESPERANZA-IB	556.08	.00	
FIE01	ALEXANDER FIERRO	3181.92	.00	
FLO00	AISHA FLORES	3497.90	.00	
FRI01	MARYFLOR FRIAS RICO	639.98	.00	
GAL04	NOE GALLEGOS-ARE	3339.32	.00	
GEL01	GEMMA V. GELUZ	2083.62	.00	
GID02	KAMANI GIDDINGS	191.17	.00	
GOL03	JASON R GOLTIAO	3530.69	.00	
GOR01	JESIAH N GORRE	2090.87	.00	
GUZ01	MARIELLA V GUZMAN	634.87	.00	
HAR05	CHARLENE HARRIS	614.26	.00	
HEA01	DANIEL J. HEALY	6964.01	.00	
HEI03	SCOTT J HEINE	5319.84	.00	
HEL01	JACOB T HELTON	5562.22	.00	
HEN02	JEFF T. HENDERSON	4996.30	.00	
HER00	ALMA R HERNANDEZ	324.34	.00	
HER01	JAMES A. HERROD	3269.84	.00	
HUL01	JANET HULL	1454.84	.00	
		100.00	100.00	
		1000.00	1000.00	
		500.00	500.00	
IOA01	CECIL O IOANE	678.60	.00	
JAI01	DONNA J JAIME	444.54	.00	
		50.00	50.00	
JON03	JANINE S JONES	649.13	.00	
KEA02	JOHN T. KEARNS	4068.79	.00	
KEN02	AMBER M. KENT	3755.00	.00	
KEN03	EMILY M KENT	2025.90	.00	
KHA01	FRANKIE KHANTIGNA	4312.11	.00	
KIN00	CAMRYN R KING	2797.80	.00	
KIN02	KATHLEEN S KING	1937.66	.00	
LAZ00	JULIA M LAZARO	1888.69	.00	
		1600.00	1600.00	
LEE06	RACHEL C LEE	763.54	.00	
		327.23	.00	
LEM01	AARON P LEMING	4289.02	.00	
LIT01	DIANA A. LITTLES	2499.43	.00	
		75.00	75.00	
LOF01	KRIS A LOFTHUS	5754.11	.00	
LOM01	TIFFANEY LOMBARD	4947.92	.00	
LOP00	BELTHZABEL LOPEZ-DE LOA	2086.01	.00	
LOP03	BRAD L LOPEZ	4581.67	.00	
LOP04	VANESSA A LOPEZ	785.98	.00	
LOZ01	NICODEMUS G LOZANO	3101.98	.00	
LUJ01	CHRISTOPHER J LUJAN	3797.83	.00	
LUN01	ELIZABETH N. LUNA	3363.44	.00	

Date.: Sep 6, 2024
 Time.: 2:32 pm
 Run by: Diana Littles

CITY OF SUISUN CITY
 DIRECT DEPOSIT FOR COUNCIL

Page.: 2
 List.: ACHC
 Group: SPFMEM

Emp ID	Name	Deducted Last Posting	Deduction Amt.	Per Pay Period
		50.00		50.00
		100.00		100.00
MAR03	SHERRON L. MARTIN	1408.40		.00
		500.00		500.00
		50.00		50.00
MAR15	DEAN R MARTIN	10208.37		.00
MCH01	HAYLEY J MCHENRY	2211.47		.00
MCM03	MICHAEL J. MCMURRY	83.58		.00
MER01	GLORIA MERCADO-MART	227.95		.00
MON06	KARINA R MONTES	336.61		.00
MOR01	MARVIN J MORA	2811.75		.00
MUR01	CHARLYNN M MURRAY	2149.64		.00
		100.00		100.00
NER01	SIGFRED D NERI	5089.01		.00
OLS02	JAMES C OLSEN	3434.45		.00
OSU01	MARLON L OSUM	853.59		.00
PAN01	FERNANDO J PANTOJA	1333.90		.00
PEN01	CHRISTINA Y PENLAND	2680.58		.00
		1000.00		1000.00
		125.00		125.00
		250.00		250.00
PER04	MICHAEL W PERGAMIT	1845.71		.00
PIC02	KAILEY I PICKERING	756.84		.00
POC01	DONNA J. POCK	1802.48		1802.48
		325.00		325.00
POR01	TAI R PORTER	556.34		.00
PRE01	BRET T PREBULA	7003.71		.00
PRI01	CLAUDERICK M PRIEST	2541.81		.00
PRI03	RAESHAUN D PRIEST	720.44		.00
REN01	GREG M RENUCCI	5441.64		.00
REN02	MATHIAS A RENDEROS	571.40		.00
RIV03	LUIS R RIVERA	4178.44		.00
ROB00	KARA C ROBINSON	2796.61		.00
ROB03	ROWLAND H. ROBERTS	3512.56		.00
ROB06	ENRIQUE ROBLES CASTI	676.75		.00
ROM03	MARIA L ROMERO	2030.93		.00
ROT01	AARON C ROTH	6501.95		.00
SAB01	RYAN S SAETERN	511.81		.00
SAG01	ANNE SAGAMI	4280.68		.00
SAL03	TEVITA VAEA P SALT	1180.64		.00
SAL06	BEYONCE O SALCEDA	332.46		.00
SAL08	KRISTINE SALCEDA	548.56		.00
SAM02	JERAMY J. SAMO	2390.81		.00
SAN09	ASHLEY D SANTOS	224.90		.00
SEL01	KAYLEY E SELBY	2734.30		.00
SHI01	HARRISON SHING-CHUN	4014.46		.00
SIF01	JONATHAN SIFUENTES	2164.58		.00
SIL01	BRAYAN O SILVA ZAMORA	2934.04		.00
SIN01	JUSTEEN K SINGLEY	1008.53		.00
SKI02	ANITA L SKINNER	284.12		.00
SOT02	FRANCISCO J SOTO-POMEROY	4253.63		.00
STE05	HANNA D STEPHENS	99.73		.00
SZM02	ROBERT SZMURLO	558.43		.00
TAN01	CALLIA TANG	214.02		.00
TAT01	MONICA L TATNEY-MORRI	740.26		.00
TAY02	AMIA C TAYLOR	137.14		.00
TOD02	KATIE A TODD	1949.62		.00
VAL01	JASON D VALDE	2822.45		.00
VAN01	JASON S VANDER MEER	3070.01		.00
VAS01	BIANCA M VASQUEZ	1815.19		.00
		315.00		315.00
VER02	ERIC VERA	3600.14		.00
VIL01	TREVOR A VILLANUEVA	381.51		.00
VUE01	NOUAE A VUE	5160.32		.00
WAD01	ANEKKA S WADDELL	1707.83		.00
WAS02	PRINCESS K WASHINGTON	899.35		.00
WOO02	APRIL E WOODEN	1161.27		.00
YAN01	GE H YANG	2024.44		.00
ZAR01	ERNESTO Z ZARAGOZA	5150.75		.00
ZUN02	MICHELLE E. ZUNINO	2252.03		.00
Sub-Total:		346553.37		
Grn-Total:		346553.37		
Count:	161			

Date.: Sep 20, 2024
 Time.: 3:24 pm
 Run by: Diana Littles

CITY OF SUISUN CITY
 DIRECT DEPOSIT FOR COUNCIL

Page.: 1
 List.: ACHC
 Group: SPFMEM

Emp ID	Name	Deducted Last Posting	Deduction Amt.	Per Pay Period
ABD01	SHARIF S ABDELAZIZ	3381.51	.00	
ALE01	HALEY C ALEXANDER	4909.26	.00	
ALV01	SANTINO A ALVAREZ	182.85	.00	
ANT01	DARREN J ANTES	492.28	.00	
ARM02	SELENA I ARMAS	486.23	.00	
BEL01	JESALIN C BELK	1250.57	.00	
BEL02	DAVE M BELLERIVE	3150.53	.00	
BER03	JIM BERMUDEZ	4930.44	.00	
		500.00	500.00	
BLO01	DELBERT R BLOCK, JR	3364.59	.00	
BRA05	JASON C BRASSFIELD	4375.39	.00	
BRY02	JOHN E. BRYAN	3081.76	.00	
CAM02	TYLER J CAMIGI	5017.14	.00	
CAN02	ALVIN J CANGCO	3688.21	.00	
CAR06	LISA A. CARLOCK	4580.58	.00	
CAR08	MARK S CARDINALLI	2740.91	.00	
CLA01	TRENTON J CLARK	759.64	.00	
COL01	JOSE L COLIN	3337.33	.00	
COL02	JAMIR R COLLINS	398.96	.00	
CON02	APRIL F CONNER	1923.15	.00	
CON05	TIFFANY N CONAMA	2982.93	.00	
		1000.00	1000.00	
CON06	MICHAEL CONTY	1645.26	.00	
COR02	JUAN M. CORTEZ	2558.66	.00	
COR03	SHERRI L. CORRALES	2085.28	.00	
COR05	CRISTIAN A CORTES	444.67	.00	
DAN01	ROBERTA J. DANIEL	2054.66	.00	
		500.00	500.00	
DAN02	JOSHUA S DANNER	4116.93	.00	
DAW02	JENALEE M DAWSON	950.95	.00	
DEL03	MARIBEL DE LA CRUZ	2634.15	.00	
		150.00	150.00	
DEM03	RYAN A DEMELLO	5331.69	.00	
DEO01	LAKHWINDER K DEOL	4906.78	.00	
		100.00	100.00	
DEV01	PAUL A DE VITA	44.64	.00	
DIA01	NAPOLEON W. DIAZ II	406.99	.00	
DOO01	CHRISTOPHER J DOOLEY	5374.62	.00	
DOW01	JEFFREY D DOWNEY	2529.64	.00	
DUC01	JUSTIN M DUCHSCHER	4926.00	.00	
DUM01	AMANDA DUM	2711.84	.00	
		100.00	100.00	
		75.00	75.00	
DUM02	GIZELLE ANNE DUMALAG	1256.24	.00	
ESC04	NICHOLAS J ESCOBEDO	537.72	.00	
ESP00	RYAN J ESPARZA	3669.23	.00	
ESP02	TRISTAN M ESPERANZA-IB	547.90	.00	
FIE01	ALEXANDER FIERRO	2875.87	.00	
FLO00	AISHA FLORES	4126.05	.00	
FRI01	MARYFLOR FRIAS RICO	773.18	.00	
GAL04	NOE GALLEGOS-ARE	3545.59	.00	
GEL01	GEMMA V. GELUZ	2088.61	.00	
GOL03	JASON R GOLTIAO	3530.69	.00	
GON05	CARLOS E GONZALEZ	258.58	.00	
GOR01	JESIAH N GORBE	2090.87	.00	
HAR05	CHARLENE HARRIS	855.14	.00	
HAT01	KAREN S. HATTEN	370.73	.00	
HEA01	DANIEL J. HEALY	5292.40	.00	
HEI03	SCOTT J HEINE	5412.56	.00	
HEL01	JACOB T HELTON	3269.81	.00	
HEN02	JEFF T. HENDERSON	4996.31	.00	
HER00	ALMA R HERNANDEZ	511.61	.00	
HER01	JAMES A. HERROD	3269.84	.00	
HUL01	JANET HULL	1454.84	.00	
		100.00	100.00	
		1000.00	1000.00	
		500.00	500.00	
IOA01	CECIL O IOANE	603.66	.00	
JAI01	DONNA J JAIME	303.23	.00	
		50.00	50.00	
JON03	JANINE S JONES	658.27	.00	
KEA02	JOHN T. KEARNS	4068.79	.00	
KEN02	AMBER M. KENT	4267.50	.00	
KEN03	EMILY M KENT	1990.36	.00	
KHA01	FRANKIE KHANTIGNA	3201.47	.00	
KIN00	CAMRYN R KING	1984.27	.00	
KIN02	KATHLEEN S KING	2044.55	.00	
LAZ00	JULIA M LAZARO	2971.71	.00	
		1600.00	1600.00	
LEB06	RACHEL C LEE	190.95	.00	
		81.84	.00	
LEM01	AARON P LEMING	3118.37	.00	
LIT01	DIANA A. LITTLES	3131.90	.00	
		75.00	75.00	
LOF01	KRIS A LOFTHUS	5754.11	.00	
LOM01	TIFFANEY LOMBARD	4912.95	.00	
LOP00	BELTHAZABEL LOPEZ-DE LOA	2104.90	.00	
LOP03	BRAD L LOPEZ	4581.67	.00	
LOP04	VANESSA A LOPEZ	684.04	.00	
LOZ01	NICODEMUS G LOZANO	3101.98	.00	
LUJ01	CHRISTOPHER J LUJAN	8294.59	.00	

Date.: Sep 20, 2024
 Time.: 3:24 pm
 Run by: Diana Littles

CITY OF SUISUN CITY
 DIRECT DEPOSIT FOR COUNCIL

Page.: 2
 List.: ACHC
 Group: SPFMEM

Emp ID	Name	Deducted	Last Posting	Deduction Amt.	Per Pay Period
LUN01	ELIZABETH N. LUNA	3363.44		.00	
		50.00		50.00	
		100.00		100.00	
MAR03	SHERRON L. MARTIN	1408.40		.00	
		500.00		500.00	
		50.00		50.00	
MAR15	DEAN R MARTIN	2562.66		.00	
MCH01	HAYLEY J MCHENRY	2211.47		.00	
MCM03	MICHAEL J. MCMURRY	83.58		.00	
MER01	GLORIA MERCADO-MART	1522.40		.00	
MON06	KARINA R MONTES	353.23		.00	
MOR01	MARVIN J MORA	2811.75		.00	
MUR01	CHARLYNN M MURRAY	2294.20		.00	
		100.00		100.00	
NER01	SIGFRED D NERI	7553.91		.00	
OLS02	JAMES C OLSEN	3541.97		.00	
OSU01	MARLON L OSUM	940.14		.00	
PAL01	AMIT PAL	98.55		.00	
PAN01	FERNANDO J PANTOJA	1261.37		.00	
PEN01	CHRISTINA Y PENLAND	2495.38		.00	
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		125.00		125.00	
		250.00		250.00	
PER04	MICHAEL W PERGAMIT	1845.71		.00	
PIC02	KAILLEY I PICKERING	785.98		.00	
POC01	DONNA J. POCK	1802.48		1802.48	
		325.00		325.00	
POR01	TAI R PORTER	570.94		.00	
PRE01	BRET T PREBULA	7003.71		.00	
PRI01	CLAUDERICK M PRIEST	2541.81		.00	
REN01	GREG M RENUCCI	4674.51		.00	
REN02	MATHIAS A RENDEROS	577.07		.00	
RIV03	LUIS R RIVERA	3671.24		.00	
ROB00	KARA C ROBINSON	3529.47		.00	
ROB03	ROWLAND H. ROBERTS	3512.56		.00	
ROB06	ENRIQUE ROBLES CASTI	540.25		.00	
ROM03	MARIA L ROMERO	1993.70		.00	
ROT01	AARON C ROTH	6420.02		.00	
SAE01	RYAN S SAETERN	442.00		.00	
SAG01	ANNE SAGAMI	3970.20		.00	
SAL03	TEVITA VAEA P SALT	2485.78		.00	
SAL06	BEYONCE O SALCEDA	415.57		.00	
SAL08	KRISTINE SALCEDA	365.71		.00	
SAM02	JERAMY J. SAMO	2202.83		.00	
SAN09	ASHLEY D SANTOS	242.54		.00	
SEL01	KAYLEY E SELBY	2734.30		.00	
SHI01	HARRISON SHING-CHUN	5138.87		.00	
SIF01	JONATHAN SIFUENTES	2164.58		.00	
SIL01	BRAYAN O SILVA ZAMORA	1833.03		.00	
SIN01	JUSTEEN K SINGLEY	1258.72		.00	
SKI02	ANITA L SKINNER	284.12		.00	
SOT02	FRANCISCO J SOTO-POMEROY	3569.39		.00	
SZM02	ROBERT SZMURLO	900.04		.00	
TAN01	CALLIA TANG	68.48		.00	
TAT01	MONICA L TATNEY-MORRI	635.83		.00	
TAY02	AMIA C TAYLOR	207.79		.00	
TOD02	KATIE A TODD	1842.73		.00	
VAL01	JASON D VALDE	2358.50		.00	
VAN01	JASON S VANDER MEER	2505.66		.00	
VAS01	BIANCA M VASQUEZ	1730.53		.00	
		315.00		315.00	
VER02	ERIC VERA	4426.20		.00	
VIL01	TREVOR A VILLANUEVA	685.70		.00	
VUE01	NOUAE A VUE	5160.32		.00	
WAD01	ANEKKA S WADDELL	1759.09		.00	
WAL01	JANELLE A WALTHOUR	365.71		.00	
WAS02	PRINCESS K WASHINGTON	987.90		.00	
WOO02	APRIL E WOODEN	906.52		.00	
YAN01	GE H YANG	2024.44		.00	
ZAR01	ERNESTO Z ZARAGOZA	5517.74		.00	
ZUN02	MICHELLE E. ZUNINO	2225.69		.00	
Sub-Total:		348495.31			
Grn-Total:		348495.31			
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22128	9/6/2024	POC01	POCK, DONNA J.	4,011.27	305.38
22129	9/6/2024	BAL00	BALAZI, MAHMUD S	210.00	193.93
22130	9/6/2024	GEN01	GENGLER, DANIEL M	210.00	193.93
22131	9/6/2024	SIL01	SILVA ZAMORA, BRAYAN O	4,128.27	3.26
22132	9/6/2024	BOW01	BOWMAN, WILLIAM D	495.95	449.39
22133	9/6/2024	COH01	COHEN, SCOTT M	880.65	777.60
22134	9/6/2024	FLO02	FLORES, GLADIS	378.00	349.08
22135	9/6/2024	HER02	HERNANDEZ, LIZZETTE E	900.00	793.25
22136	9/6/2024	HER06	HERNANDEZ, XAVIER A	630.00	578.86
22137	9/6/2024	HUG01	HUGHES, MICHAEL L	819.00	727.71
22138	9/6/2024	HUN01	HUNT, JAMES L	486.00	448.82
22139	9/6/2024	ORE01	O'REILLY, NIKKI C	450.00	415.57
22140	9/6/2024	ORT02	ORTEGA, LUTHER M	540.00	476.06
22141	9/6/2024	PRA01	PRASAD, AVANIYA D	36.00	33.25
22142	9/6/2024	RAN01	RANSOM, ADRIANNA C	764.78	683.85
22143	9/6/2024	SCR01	SCRIVNER, MARINA H	630.00	578.86
22144	9/6/2024	SIM01	SIMMONS, KAREN R	741.60	665.10
22145	9/6/2024	WAL01	WALTHOUR, JANELLE A	472.50	436.35
22146	9/20/2024	POC01	POCK, DONNA J.	4,011.27	305.38
22147	9/20/2024	BAL00	BALAZI, MAHMUD S	140.00	129.29
22148	9/20/2024	KEG01	KEGLE, ANDREW D	280.00	258.58
22149	9/20/2024	BOW01	BOWMAN, WILLIAM D	463.50	419.93
22150	9/20/2024	COH01	COHEN, SCOTT M	741.60	665.10
22151	9/20/2024	FLO02	FLORES, GLADIS	306.00	282.59
22152	9/20/2024	HER02	HERNANDEZ, LIZZETTE E	765.00	684.04
22153	9/20/2024	HER06	HERNANDEZ, XAVIER A	495.00	457.13
22154	9/20/2024	HUG01	HUGHES, MICHAEL L	558.00	515.31
22155	9/20/2024	HUN01	HUNT, JAMES L	418.50	386.48
22156	9/20/2024	ORT02	ORTEGA, LUTHER M	567.00	497.96
22157	9/20/2024	PRA01	PRASAD, AVANIYA D	535.50	494.54
22158	9/20/2024	RAN01	RANSOM, ADRIANNA C	542.30	500.82
22159	9/20/2024	ROD03	RODIGUEZ-MAL, CARLOS M	398.61	368.12
22160	9/20/2024	SCR01	SCRIVNER, MARINA H	648.00	593.79
22161	9/20/2024	SIM01	SIMMONS, KAREN R	667.44	609.93
22162	9/20/2024	SLA01	SLAUGHTER, TERRENCE A	74.16	68.48
22163	9/20/2024	TEO01	TEODORO, FRANK	1,629.60	1,342.88
22164	9/20/2024	MYE02		0.00	768.00
22165	9/20/2024	SOL61		0.00	150.00
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Z57884	9/6/2024	PEN01	PENLAND, CHRISTINA Y	7,363.59	0.00
Z57885	9/6/2024	PRE01	PREBULA, BRET T	10,709.80	0.00
Z57886	9/6/2024	VAS01	VASQUEZ, BIANCA M	2,836.61	0.00
Z57887	9/6/2024	CON02	CONNER, APRIL F	3,157.60	0.00
Z57888	9/6/2024	DAW02	DAWSON, JENALEE M	945.38	0.00

Z57889	9/6/2024	HER00	HERNANDEZ, ALMA R	514.74	0.00
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Z57891	9/6/2024	OSU01	OSUM, MARLON L	945.38	0.00
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Z57893	9/6/2024	WAS02	WASHINGTON, PRINCESS K	945.38	0.00
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Z57895	9/6/2024	DAN01	DANIEL, ROBERTA J.	3,786.85	0.00
Z57896	9/6/2024	DEO01	DEOL, LAKHWINDER K	7,878.59	0.00
Z57897	9/6/2024	HAR05	HARRIS, CHARLENE	742.95	0.00
Z57898	9/6/2024	LIT01	LITTLES, DIANA A.	3,910.03	0.00
Z57899	9/6/2024	LUN01	LUNA, ELIZABETH N.	5,649.01	0.00
Z57900	9/6/2024	MAR03	MARTIN, SHERRON L.	3,199.47	0.00
Z57901	9/6/2024	ROB03	ROBERTS, ROWLAND H.	5,835.77	0.00
Z57902	9/6/2024	ROM03	ROMERO, MARIA L	2,738.57	0.00
Z57903	9/6/2024	TOD02	TODD, KATIE A	2,555.28	0.00
Z57904	9/6/2024	VAL01	VALDE, JASON D	3,919.83	0.00
Z57905	9/6/2024	ANT01	ANTES, DARREN J	420.00	0.00
Z57906	9/6/2024	BEL02	BELLERIVE, DAVE M	6,347.00	0.00
Z57907	9/6/2024	BRA05	BRASSFIELD, JASON C	5,284.33	0.00
Z57908	9/6/2024	COL01	COLIN, JOSE L	5,789.70	0.00
Z57909	9/6/2024	DAN02	DANNER, JOSHUA S	10,178.40	0.00
Z57910	9/6/2024	DEV01	DE VITA, PAUL A	70.00	0.00
Z57911	9/6/2024	DUC01	DUCHSCHER, JUSTIN M	5,615.17	0.00
Z57912	9/6/2024	ESP00	ESPARZA, RYAN J	5,837.66	0.00
Z57913	9/6/2024	HEL01	HELTON, JACOB T	9,662.00	0.00
Z57914	9/6/2024	LEM01	LEMING, AARON P	8,139.60	0.00
Z57915	9/6/2024	LOP03	LOPEZ, BRAD L	7,524.93	0.00
Z57916	9/6/2024	LUJ01	LUJAN, CHRISTOPHER J	4,574.86	0.00
Z57917	9/6/2024	MAR15	MARTIN, DEAN R	18,731.57	0.00
Z57918	9/6/2024	REN01	RENUCCI, GREG M	8,940.59	0.00
Z57919	9/6/2024	RIV03	RIVERA, LUIS R	7,607.94	0.00
Z57920	9/6/2024	SOT02	SOTO-POMEROY, FRANCISCO J	6,849.96	0.00
Z57921	9/6/2024	VAN01	VANDER MEER, JASON S	5,295.10	0.00
Z57922	9/6/2024	ZUN02	ZUNINO, MICHELLE E.	3,249.21	0.00
Z57923	9/6/2024	GOL03	GOLTIAO, JASON R	4,549.50	0.00
Z57924	9/6/2024	LOP00	LOPEZ-DE LOA, BELTHZABEL	3,071.20	0.00
Z57925	9/6/2024	MUR01	MURRAY, CHARLYNN M	3,071.20	0.00
Z57926	9/6/2024	ABD01	ABDELAZIZ, SHARIF S	4,762.51	0.00
Z57927	9/6/2024	ALE01	ALEXANDER, HALEY C	8,352.18	0.00
Z57928	9/6/2024	CAM02	CAMIGI, TYLER J	6,413.00	0.00
Z57929	9/6/2024	CAN02	CANGCO, ALVIN J	4,320.94	0.00
Z57930	9/6/2024	CAR08	CARDINALLI, MARK S	4,892.88	0.00
Z57931	9/6/2024	CAR06	CARLOCK, LISA A.	7,432.81	0.00
Z57932	9/6/2024	CON05	CONAMA, TIFFANY N	4,533.92	0.00
Z57933	9/6/2024	DEM03	DEMELLO, RYAN A	7,556.17	0.00
Z57934	9/6/2024	DOO01	DOOLEY, CHRISTOPHER J	5,727.76	0.00

Z57935	9/6/2024	FIE01	FIERRO, ALEXANDER	4,701.46	0.00
Z57936	9/6/2024	FLO00	FLORES, AISHA	5,048.07	0.00
Z57937	9/6/2024	GAL04	GALLEGOS-ARE, NOE	5,048.96	0.00
Z57938	9/6/2024	HEA01	HEALY, DANIEL J.	10,344.15	0.00
Z57939	9/6/2024	HEI03	HEINE, SCOTT J	8,111.53	0.00
Z57940	9/6/2024	HEN02	HENDERSON, JEFF T.	7,746.56	0.00
Z57941	9/6/2024	KEN02	KENT, AMBER M.	6,013.57	0.00
Z57942	9/6/2024	KEN03	KENT, EMILY M	2,554.20	0.00
Z57943	9/6/2024	KHA01	KHANTIGNA, FRANKIE	7,058.36	0.00
Z57944	9/6/2024	KIN00	KING, CAMRYN R	4,123.04	0.00
Z57945	9/6/2024	LAZ00	LAZARO, JULIA M	6,750.98	0.00
Z57946	9/6/2024	LOM01	LOMBARD, TIFFANEY	7,218.76	0.00
Z57947	9/6/2024	NER01	NERI, SIGFRED D	8,794.39	0.00
Z57948	9/6/2024	OLS02	OLSEN, JAMES C	5,482.71	0.00
Z57949	9/6/2024	ROB00	ROBINSON, KARA C	3,908.51	0.00
Z57950	9/6/2024	ROT01	ROTH, AARON C	10,630.00	0.00
Z57951	9/6/2024	SAG01	SAGAMI, ANNE	6,234.74	0.00
Z57952	9/6/2024	SEL01	SELBY, KAYLEY E	4,762.51	0.00
Z57953	9/6/2024	SHI01	SHING-CHUN, HARRISON	6,231.33	0.00
Z57954	9/6/2024	SZM02	SZMURLO, ROBERT	856.96	0.00
Z57955	9/6/2024	VER02	VERA, ERIC	5,525.21	0.00
Z57956	9/6/2024	WAD01	WADDELL, ANEKKA S	2,307.82	0.00
Z57957	9/6/2024	ZAR01	ZARAGOZA, ERNESTO Z	7,779.15	0.00
Z57958	9/6/2024	BER03	BERMUDEZ, JIM	7,766.50	0.00
Z57959	9/6/2024	GOR01	GOREE, JESIAH N	2,862.80	0.00
Z57960	9/6/2024	KEA02	KEARNS, JOHN T.	5,376.31	0.00
Z57961	9/6/2024	WOO02	WOODEN, APRIL E	1,365.00	0.00
Z57962	9/6/2024	BLO01	BLOCK, JR, DELBERT R	2,302.99	0.00
Z57963	9/6/2024	BRY02	BRYAN, JOHN E.	3,857.84	0.00
Z57964	9/6/2024	COR02	CORTEZ, JUAN M.	3,104.94	0.00
Z57965	9/6/2024	DEL03	DE LA CRUZ, MARIBEL	3,997.90	0.00
Z57966	9/6/2024	DIA01	DIAZ II, NAPOLEON W.	844.99	0.00
Z57967	9/6/2024	DUM01	DUM, AMANDA	4,225.20	0.00
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Z57969	9/6/2024	GEL01	GELUZ, GEMMA V.	3,349.07	0.00
Z57970	9/6/2024	HER01	HERROD, JAMES A.	5,007.81	0.00
Z57971	9/6/2024	LEE06	LEE, RACHEL C	1,351.35	0.00
Z57972	9/6/2024	LOZ01	LOZANO, NICODEMUS G	5,476.98	0.00
Z57973	9/6/2024	PER04	PERGAMIT, MICHAEL W	2,741.60	0.00
Z57974	9/6/2024	PRI01	PRIEST, CLAUDERICK M	3,063.71	0.00
Z57975	9/6/2024	SAL03	SALT, TEVITA VAEA P	1,468.05	0.00
Z57976	9/6/2024	SAM02	SAMO, JERAMY J.	3,568.62	0.00
Z57977	9/6/2024	SIF01	SIFUENTES, JONATHAN	2,866.00	0.00
Z57978	9/6/2024	VUE01	VUE, NOUAE A	8,311.81	0.00
Z57979	9/6/2024	YAN01	YANG, GE H	2,741.60	0.00
Z57980	9/6/2024	ALV01	ALVAREZ, SANTINO A	369.00	0.00

Z57981	9/6/2024	ARM02	ARMAS, SELENA I	297.00	0.00
Z57982	9/6/2024	BEL01	BELK, JESALIN C	1,739.38	0.00
Z57983	9/6/2024	BRA06	BRANCH, JALEAH J	467.47	0.00
Z57984	9/6/2024	CLA01	CLARK, TRENTON J	871.38	0.00
Z57985	9/6/2024	COR05	CORTES, CRISTIAN A	342.00	0.00
Z57986	9/6/2024	DOW01	DOWNEY, JEFFREY D	3,698.37	0.00
Z57987	9/6/2024	DUM02	DUMALAG, GIZELLE ANNE	1,218.41	0.00
Z57988	9/6/2024	ESP02	ESPERANZA-IB, TRISTAN M	602.55	0.00
Z57989	9/6/2024	FRI01	FRIAS RICO, MARYFLOR	693.00	0.00
Z57990	9/6/2024	GID02	GIDDINGS, KAMANI	207.00	0.00
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Z57992	9/6/2024	HUL01	HULL, JANET	4,446.85	0.00
Z57993	9/6/2024	IOA01	IOANE, CECIL O	783.00	0.00
Z57994	9/6/2024	JAI01	JAIME, DONNA J	535.50	0.00
Z57995	9/6/2024	JON03	JONES, JANINE S	702.90	0.00
Z57996	9/6/2024	KIN02	KING, KATHLEEN S	2,913.20	0.00
Z57997	9/6/2024	LOF01	LOFTHUS, KRIS A	8,311.21	0.00
Z57998	9/6/2024	LOP04	LOPEZ, VANESSA A	891.00	0.00
Z57999	9/6/2024	MCH01	MCHENRY, HAYLEY J	3,292.80	0.00
Z58000	9/6/2024	MON06	MONTES, KARINA R	364.50	0.00
Z58001	9/6/2024	MOR01	MORA, MARVIN J	4,314.66	0.00
Z58002	9/6/2024	PAN01	PANTOJA, FERNANDO J	1,670.18	0.00
Z58003	9/6/2024	PIC02	PICKERING, KAILEY I	855.00	0.00
Z58004	9/6/2024	POR01	PORTER, TAI R	639.00	0.00
Z58005	9/6/2024	PRI03	PRIEST, RAESHAUN D	810.00	0.00
Z58006	9/6/2024	REN02	RENDEROS, MATHIAS A	621.00	0.00
Z58007	9/6/2024	ROB06	ROBLES CASTI, ENRIQUE	756.00	0.00
Z58008	9/6/2024	SAE01	SAETERN, RYAN S	589.05	0.00
Z58009	9/6/2024	SAL06	SALCEDA, BEYONCE O	360.00	0.00
Z58010	9/6/2024	SAL08	SALCEDA, KRISTINE	594.00	0.00
Z58011	9/6/2024	SAN09	SANTOS, ASHLEY D	243.53	0.00
Z58012	9/6/2024	SIN01	SINGLEY, JUSTEEN K	1,336.88	0.00
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Z58016	9/6/2024	TAY02	TAYLOR, AMIA C	148.50	0.00
Z58017	9/6/2024	VIL01	VILLANUEVA, TREVOR A	432.00	0.00
Z58018	9/20/2024	MER01	MERCADO-MART, GLORIA	1,826.51	0.00
Z58019	9/20/2024	PEN01	PENLAND, CHRISTINA Y	7,363.59	0.00
Z58020	9/20/2024	PRE01	PREBULA, BRET T	10,709.80	0.00
Z58021	9/20/2024	VAS01	VASQUEZ, BIANCA M	2,709.60	0.00
Z58022	9/20/2024	CON02	CONNER, APRIL F	3,157.60	0.00
Z58023	9/20/2024	DAW02	DAWSON, JENALEE M	1,045.38	0.00
Z58024	9/20/2024	HER00	HERNANDEZ, ALMA R	714.74	0.00
Z58025	9/20/2024	MCM03	MCMURRY, MICHAEL J.	92.31	0.00
Z58026	9/20/2024	OSU01	OSUM, MARLON L	1,045.38	0.00

Z58027	9/20/2024	PAL01	PAL, AMIT	100.00	0.00
Z58028	9/20/2024	SKI02	SKINNER, ANITA L	512.22	0.00
Z58029	9/20/2024	WAS02	WASHINGTON, PRINCESS K	1,045.38	0.00
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Z58031	9/20/2024	DAN01	DANIEL, ROBERTA J.	3,786.85	0.00
Z58032	9/20/2024	DEO01	DEOL, LAKHWINDER K	7,878.59	0.00
Z58033	9/20/2024	HAR05	HARRIS, CHARLENE	1,047.75	0.00
Z58034	9/20/2024	LIT01	LITTLES, DIANA A.	4,202.67	0.00
Z58035	9/20/2024	LUN01	LUNA, ELIZABETH N.	5,649.01	0.00
Z58036	9/20/2024	MAR03	MARTIN, SHERRON L.	3,199.47	0.00
Z58037	9/20/2024	ROB03	ROBERTS, ROWLAND H.	5,835.77	0.00
Z58038	9/20/2024	ROM03	ROMERO, MARIA L	2,690.00	0.00
Z58039	9/20/2024	TOD02	TODD, KATIE A	2,419.20	0.00
Z58040	9/20/2024	VAL01	VALDE, JASON D	3,249.60	0.00
Z58041	9/20/2024	ANT01	ANTES, DARREN J	560.00	0.00
Z58042	9/20/2024	BEL02	BELLERIVE, DAVE M	4,385.20	0.00
Z58043	9/20/2024	BRA05	BRASSFIELD, JASON C	6,849.10	0.00
Z58044	9/20/2024	COL01	COLIN, JOSE L	5,789.70	0.00
Z58045	9/20/2024	DAN02	DANNER, JOSHUA S	6,593.01	0.00
Z58046	9/20/2024	DEV01	DE VITA, PAUL A	70.00	0.00
Z58047	9/20/2024	DUC01	DUCHSCHER, JUSTIN M	7,853.40	0.00
Z58048	9/20/2024	ESP00	ESPARZA, RYAN J	6,419.50	0.00
Z58049	9/20/2024	GON05	GONZALEZ, CARLOS E	280.00	0.00
Z58050	9/20/2024	HEL01	HELTON, JACOB T	5,687.93	0.00
Z58051	9/20/2024	LEM01	LEMING, AARON P	6,058.81	0.00
Z58052	9/20/2024	LOP03	LOPEZ, BRAD L	7,524.93	0.00
Z58053	9/20/2024	LUJ01	LUJAN, CHRISTOPHER J	9,372.19	0.00
Z58054	9/20/2024	MAR15	MARTIN, DEAN R	4,899.65	0.00
Z58055	9/20/2024	REN01	RENUCCI, GREG M	7,727.39	0.00
Z58056	9/20/2024	RIV03	RIVERA, LUIS R	6,805.81	0.00
Z58057	9/20/2024	SOT02	SOTO-POMEROY, FRANCISCO J	6,018.75	0.00
Z58058	9/20/2024	VAN01	VANDER MEER, JASON S	4,254.16	0.00
Z58059	9/20/2024	ZUN02	ZUNINO, MICHELLE E.	3,204.84	0.00
Z58060	9/20/2024	GOL03	GOLTIAO, JASON R	4,549.50	0.00
Z58061	9/20/2024	LOP00	LOPEZ-DE LOA, BELTHZABEL	3,099.53	0.00
Z58062	9/20/2024	MUR01	MURRAY, CHARLYNN M	3,071.20	0.00
Z58063	9/20/2024	ABD01	ABDELAZIZ, SHARIF S	5,228.22	0.00
Z58064	9/20/2024	ALE01	ALEXANDER, HALEY C	7,589.51	0.00
Z58065	9/20/2024	CAM02	CAMIGI, TYLER J	8,228.19	0.00
Z58066	9/20/2024	CAN02	CANGCO, ALVIN J	5,692.33	0.00
Z58067	9/20/2024	CAR08	CARDINALLI, MARK S	4,324.28	0.00
Z58068	9/20/2024	CAR06	CARLOCK, LISA A.	6,975.25	0.00
Z58069	9/20/2024	CON05	CONAMA, TIFFANY N	6,373.60	0.00
Z58070	9/20/2024	DEM03	DEMELLO, RYAN A	8,192.29	0.00
Z58071	9/20/2024	DOO01	DOOLEY, CHRISTOPHER J	8,364.26	0.00
Z58072	9/20/2024	FIE01	FIERRO, ALEXANDER	4,243.79	0.00

Z58073	9/20/2024	FLO00	FLORES, AISHA	6,177.19	0.00
Z58074	9/20/2024	GAL04	GALLEGOS-ARE, NOE	5,367.74	0.00
Z58075	9/20/2024	HEA01	HEALY, DANIEL J.	7,746.56	0.00
Z58076	9/20/2024	HEI03	HEINE, SCOTT J	8,257.64	0.00
Z58077	9/20/2024	HEN02	HENDERSON, JEFF T.	7,746.56	0.00
Z58078	9/20/2024	KEN02	KENT, AMBER M.	6,824.07	0.00
Z58079	9/20/2024	KEN03	KENT, EMILY M	2,507.82	0.00
Z58080	9/20/2024	KHA01	KHANTIGNA, FRANKIE	5,340.36	0.00
Z58081	9/20/2024	KIN00	KING, CAMRYN R	2,885.36	0.00
Z58082	9/20/2024	LAZ00	LAZARO, JULIA M	8,418.16	0.00
Z58083	9/20/2024	LOM01	LOMBARD, TIFFANEY	7,163.30	0.00
Z58084	9/20/2024	NER01	NERI, SIGFRED D	12,573.85	0.00
Z58085	9/20/2024	OLS02	OLSEN, JAMES C	5,482.71	0.00
Z58086	9/20/2024	ROB00	ROBINSON, KARA C	5,042.13	0.00
Z58087	9/20/2024	ROT01	ROTH, AARON C	10,630.00	0.00
Z58088	9/20/2024	SAG01	SAGAMI, ANNE	5,747.16	0.00
Z58089	9/20/2024	SEL01	SELBY, KAYLEY E	4,762.51	0.00
Z58090	9/20/2024	SHI01	SHING-CHUN, HARRISON	7,984.58	0.00
Z58091	9/20/2024	SZM02	SZMURLO, ROBERT	1,285.44	0.00
Z58092	9/20/2024	VER02	VERA, ERIC	6,809.50	0.00
Z58093	9/20/2024	WAD01	WADDELL, ANEKKA S	2,307.82	0.00
Z58094	9/20/2024	ZAR01	ZARAGOZA, ERNESTO Z	8,363.71	0.00
Z58095	9/20/2024	BER03	BERMUDEZ, JIM	7,766.50	0.00
Z58096	9/20/2024	GOR01	GOREE, JESIAH N	2,862.80	0.00
Z58097	9/20/2024	KEA02	KEARNS, JOHN T.	5,376.31	0.00
Z58098	9/20/2024	WOO02	WOODEN, APRIL E	1,040.00	0.00
Z58099	9/20/2024	BLO01	BLOCK, JR, DELBERT R	3,683.88	0.00
Z58100	9/20/2024	BRY02	BRYAN, JOHN E.	3,787.76	0.00
Z58101	9/20/2024	CON06	CONTY, MICHAEL	1,915.16	0.00
Z58102	9/20/2024	COR02	CORTEZ, JUAN M.	3,304.70	0.00
Z58103	9/20/2024	DEL03	DE LA CRUZ, MARIBEL	3,997.90	0.00
Z58104	9/20/2024	DIA01	DIAZ II, NAPOLEON W.	845.43	0.00
Z58105	9/20/2024	DUM01	DUM, AMANDA	4,225.20	0.00
Z58106	9/20/2024	ESC04	ESCOBEDO, NICHOLAS J	639.58	0.00
Z58107	9/20/2024	GEL01	GELUZ, GEMMA V.	3,349.07	0.00
Z58108	9/20/2024	HER01	HERROD, JAMES A.	5,007.81	0.00
Z58109	9/20/2024	LEE06	LEE, RACHEL C	360.36	0.00
Z58110	9/20/2024	LOZ01	LOZANO, NICODEMUS G	5,476.98	0.00
Z58111	9/20/2024	PER04	PERGAMIT, MICHAEL W	2,741.60	0.00
Z58112	9/20/2024	PRI01	PRIEST, CLAUDERICK M	3,063.71	0.00
Z58113	9/20/2024	SAL03	SALT, TEVITA VAEA P	3,150.76	0.00
Z58114	9/20/2024	SAM02	SAMO, JERAMY J.	3,326.64	0.00
Z58115	9/20/2024	SIF01	SIFUENTES, JONATHAN	2,866.00	0.00
Z58116	9/20/2024	SIL01	SILVA ZAMORA, BRAYAN O	2,474.11	0.00
Z58117	9/20/2024	VUE01	VUE, NOUAE A	8,311.81	0.00
Z58118	9/20/2024	YAN01	YANG, GE H	2,741.60	0.00

Z58119	9/20/2024	ALV01	ALVAREZ, SANTINO A	198.00	0.00
Z58120	9/20/2024	ARM02	ARMAS, SELENA I	526.50	0.00
Z58121	9/20/2024	BEL01	BELK, JESALIN C	1,595.63	0.00
Z58122	9/20/2024	CLA01	CLARK, TRENTON J	871.38	0.00
Z58123	9/20/2024	COL02	COLLINS, JAMIR R	432.00	0.00
Z58124	9/20/2024	COR05	CORTES, CRISTIAN A	481.50	0.00
Z58125	9/20/2024	DOW01	DOWNEY, JEFFREY D	3,698.37	0.00
Z58126	9/20/2024	DUM02	DUMALAG, GIZELLE ANNE	1,533.28	0.00
Z58127	9/20/2024	ESP02	ESPERANZA-IB, TRISTAN M	593.28	0.00
Z58128	9/20/2024	FRI01	FRIAS RICO, MARYFLOR	846.45	0.00
Z58129	9/20/2024	HAT01	HATTEN, KAREN S.	611.20	0.00
Z58130	9/20/2024	HUL01	HULL, JANET	4,446.85	0.00
Z58131	9/20/2024	IOA01	IOANE, CECIL O	684.00	0.00
Z58132	9/20/2024	JAI01	JAIME, DONNA J	382.50	0.00
Z58133	9/20/2024	JON03	JONES, JANINE S	712.80	0.00
Z58134	9/20/2024	KIN02	KING, KATHLEEN S	3,045.09	0.00
Z58135	9/20/2024	LOF01	LOFTHUS, KRIS A	8,311.21	0.00
Z58136	9/20/2024	LOP04	LOPEZ, VANESSA A	765.00	0.00
Z58137	9/20/2024	MCH01	MCHENRY, HAYLEY J	3,292.80	0.00
Z58138	9/20/2024	MON06	MONTES, KARINA R	382.50	0.00
Z58139	9/20/2024	MOR01	MORA, MARVIN J	4,314.66	0.00
Z58140	9/20/2024	PAN01	PANTOJA, FERNANDO J	1,574.35	0.00
Z58141	9/20/2024	PIC02	PICKERING, KAILEY I	891.00	0.00
Z58142	9/20/2024	POR01	PORTER, TAI R	657.00	0.00
Z58143	9/20/2024	REN02	RENDEROS, MATHIAS A	627.84	0.00
Z58144	9/20/2024	ROB06	ROBLES CASTI, ENRIQUE	585.00	0.00
Z58145	9/20/2024	SAE01	SAETERN, RYAN S	504.90	0.00
Z58146	9/20/2024	SAL06	SALCEDA, BEYONCE O	450.00	0.00
Z58147	9/20/2024	SAL08	SALCEDA, KRISTINE	396.00	0.00
Z58148	9/20/2024	SAN09	SANTOS, ASHLEY D	262.63	0.00
Z58149	9/20/2024	SIN01	SINGLEY, JUSTEEN K	1,667.50	0.00
Z58150	9/20/2024	TAN01	TANG, CALLIA	74.16	0.00
Z58151	9/20/2024	TAT01	TATNEY-MORRI, MONICA L	688.50	0.00
Z58152	9/20/2024	TAY02	TAYLOR, AMIA C	225.00	0.00
Z58153	9/20/2024	VIL01	VILLANUEVA, TREVOR A	810.00	0.00
Z58154	9/20/2024	WAL01	WALTHOUR, JANELLE A	396.00	0.00
					17,608.60



FINANCE DEPARTMENT

City of Suisun City, 701 Civic Center Blvd, Suisun, CA 94585

Telephone (707) 421-7320 Fax (707) 421-7366

MEMORANDUM

DATE: October 2, 2024

TO: Honorable Mayor and City Councilmembers

PREPARED BY: Sherri Corrales, Account Clerk III

APPROVED BY: Lakhwinder Deol, Finance Director

RE: Accounts Payable checks for
September 2024

Total for GENERAL FUND & OTHER A/P \$3,640,695.70



Payment Dates 9/1/2024 - 9/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 010 - GENERAL FUND					
BUSINESS LICENSE BANK FEES	DM0000742	09/03/2024	E-BUSINESS LICENSE CREDIT C...	010-1820-91350	10.43
WESTAMERICA BANK	DM0000743	09/03/2024	RECREATION CREDIT CARD C...	010-8610-91350	12.20
BUSINESS LICENSE BANK FEES	DM0000744	09/03/2024	E-BUSINESS LICENSE CREDIT C...	010-1820-91350	12.90
BUSINESS LICENSE BANK FEES	DM0000745	09/03/2024	E-BUSINESS LICENSE CREDIT C...	010-1820-91350	45.00
BUSINESS LICENSE BANK FEES	DM0000746	09/03/2024	E-BUSINESS LICENSE CREDIT C...	010-1820-91350	56.30
BUSINESS LICENSE BANK FEES	DM0000747	09/03/2024	E-BUSINESS LICENSE CREDIT C...	010-1820-91350	63.61
CLOVER	DM0000748	09/03/2024	E-CLOVER CREDIT CARD FEES	010-2350-91350	204.67
INTERNAL REVENUE SERVICE	DM0000749	09/03/2024	RETRO BLOCK AND SILVA	010-04402	11.54
AMERICAN FIDELITY ADMIN S...	DM0000750	09/03/2024	PREMIUM AUG 2024	010-04459	6,583.29
FRANCHISE TAX BOARD	DM0000754	09/04/2024	FOR RETRO BLOCK AND SILVA...	010-04417	4.37
CAL PERS RETIREMENT SYSTEM	DM0000755	09/04/2024	RETRO BLOCK AND SILVA ZA...	010-04413	61.63
BUSINESS LICENSE BANK FEES	DM0000752	09/05/2024	E-AMERICAN EXPRESS FEES	010-1830-91350	242.02
Paymentech LLC	DM0000753	09/05/2024	E-PAYMENTECH FEES FOR JU...	010-1830-91350	17,693.18
Paymentech LLC	DM0000753	09/05/2024	E-PAYMENTECH FEES FOR JU...	010-1830-91350	1,796.96
JOSALYN EHARA	0033319	09/06/2024	REC-DEPOSIT RETURNED, REF...	010-04491	420.00
JOSALYN EHARA	0033319	09/06/2024	REC-DEPOSIT RETURNED, REF...	010-8750-75220	347.00
JOYCE PAGTANAC	0033788	09/06/2024	REC-DAMAGE DEPOSIT RETU...	010-04491	420.00
NORTH BAY TRUCK CENTER	01S47440.02	09/06/2024	FIRE-E47 REPAIR	010-2610-91430	2,455.91
SECURITY CONTRACTORS SERV	0324634-IN	09/06/2024	PW-LAWLER HOUSE FENCING ...	010-3350-91415	503.13
CULLIGAN OF SACRAMENTO	0553016	09/06/2024	PD-WATER SERVICE SEPT 2024	010-2310-91435	90.00
SIGFRED NERI	082024	09/06/2024	PD-SELF LOAN	010-2350-90350	4,074.00
AT&T-1714, 7335	082324	09/06/2024	VARIOUS PW PHONE BILLS	010-6010-91310	400.79
AT&T-1714, 7335	082324-1714	09/06/2024	707-438-1714	010-2620-91310	154.46
AT&T-1714, 7335	082324-7335	09/06/2024	707-421-7335	010-3410-91310	254.90
DONALD HATTALA	082924	09/06/2024	REC-INSTRUCTOR PAYMENT ...	010-8610-91140	1,130.00
ANISA KINSEY	082924	09/06/2024	REC-INSTRUCTOR PAYMENT-...	010-8610-91140	462.00
CORETTA GRAYSON	090324	09/06/2024	REC-INSTRUCTOR PAYMENT ...	010-8610-91140	147.00
PG&E	09062403	09/06/2024	2115121122-0	010-3350-91510	1,583.87
PG&E	09062404	09/06/2024	4249587183-4	010-8750-91510	2,338.77
OPTIMIZED INVESTMENT PAR...	1228	09/06/2024	INVESTMENT ADVISORY SVCS ...	010-1815-91140	3,535.12
U S BANK	14403637	09/06/2024	FIN-ACCT #19-500190 ADMIN ...	010-1815-91350	1,000.00
ALKAR	1544584	09/06/2024	HR-TEMP WORK WE 8/11/24-...	010-1750-90125	2,068.30
THE HALLE GROUP LLC	1648	09/06/2024	ADMIN-PROFESSIONAL SERVI...	010-1710-91140	6,187.50
HORIZON	1X310626	09/06/2024	PW-IRRIGATION PARTS	010-6330-91435	241.66
TRANSUNION RISK AND ALTER	207882-202408-1	09/06/2024	PD-TRULOOKUP SEARCHES	010-2350-91140	171.20
AT&T	22195735	09/06/2024	707-429-1297	010-2600-91310	29.78
AT&T	22195737	09/06/2024	707-429-3758	010-3310-91310	1.49
AT&T	22195737	09/06/2024	707-429-3758	010-3410-91310	1.49
AT&T	22195737	09/06/2024	707-429-3758	010-6010-91310	4.47
AT&T	22195738	09/06/2024	707-429-4647	010-2310-91310	31.34
SOLANO DIVERSIFIED SERVIC	23-0684	09/06/2024	NELSON, LAWLER HS, SR CTR, ...	010-6330-91420	698.00
SOLANO DIVERSIFIED SERVIC	23-0685	09/06/2024	CITY HALL-LANDSCAPE MAINT...	010-6330-91420	1,167.89
MARVIN MORA	264885	09/06/2024	REC-EDUCATIONAL REIMBUR...	010-8610-90350	150.00
ROBERT BELL SR.	27	09/06/2024	GUARDS FOR NELSON & WAT...	010-8750-91140	2,664.00
LIEBERT CASSIDY WHITMORE	273869	09/06/2024	PROFESSIONAL SVCS-GENERAL...	010-1910-93310	4,650.00
MARVIN MORA	311247	09/06/2024	REC-EDUCATIONAL REIMBUR...	010-8610-90350	345.00
FORD LINCOLN FAIRFIELD	314060	09/06/2024	PD-UNIT 503 ENGINE CYLINDE...	010-2350-91430	3,222.89
FORD LINCOLN FAIRFIELD	318023	09/06/2024	PD-UNIT 501 REPLACE BATTE...	010-2350-91430	236.77
MCKENZIE HARDWARE	362132	09/06/2024	REC-KEYS & KEY RING	010-8680-93120	41.72
MCKENZIE HARDWARE	362139	09/06/2024	REC-CLEANING SUPPLIES & BA...	010-8750-91435	170.55
MCKENZIE HARDWARE-PW	362146	09/06/2024	PW-SPRAY PAINT	010-6330-91435	6.49
MCKENZIE HARDWARE	362191	09/06/2024	REC-PADLOCK	010-8680-93120	19.50
MCKENZIE HARDWARE-2	362192	09/06/2024	FIRE-BRASS HOSE W/SHUTOFF...	010-2610-91435	155.93

Expense Approval Report

Payment Dates: 9/1/2024 - 9/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MCKENZIE HARDWARE-PW	362199	09/06/2024	PW-IRRIGATION PARTS	010-6330-91435	24.64
MCKENZIE HARDWARE-2	362218	09/06/2024	FIRE-STORAGE BOXES	010-2620-91435	60.67
MCKENZIE HARDWARE-2	362221	09/06/2024	FIRE-HEADSET	010-2610-91435	10.39
MCKENZIE HARDWARE-PW	362230	09/06/2024	PW-GRASS SEED	010-6330-91435	30.33
MCKENZIE HARDWARE-2	362238	09/06/2024	FIRE-WET/DRY VACUUM	010-2610-91435	86.69
MCKENZIE HARDWARE	362241	09/06/2024	REC-PEST REMOVAL SUPPLIES	010-8680-93120	36.81
MCKENZIE HARDWARE	362247	09/06/2024	REC-PAINT SUPPLIES	010-8610-91435	26.58
MCKENZIE HARDWARE-PW	362250	09/06/2024	PW-FLAGS	010-6330-91435	30.32
MCKENZIE HARDWARE	362251	09/06/2024	REC-WASP & HORNET KILLER	010-8750-91435	10.82
MCKENZIE HARDWARE-PW	362256	09/06/2024	PW-FLAGS	010-6330-91435	15.16
MCKENZIE HARDWARE-PD	362257	09/06/2024	PD-BATTERIES	010-2310-91435	12.99
MCKENZIE HARDWARE	362260	09/06/2024	REC-UTILITY KNIFE	010-8680-93120	10.83
MCKENZIE HARDWARE-PW	362264	09/06/2024	PW-HAND PUMP	010-6330-91435	36.84
MCKENZIE HARDWARE-PW	362268	09/06/2024	PW-PRUNERS	010-6330-91435	19.50
MCKENZIE HARDWARE-PW	362276	09/06/2024	PW-HARDWARE	010-6330-91435	4.22
MCKENZIE HARDWARE-PW	362277	09/06/2024	PW-HARDWARE	010-6330-91435	1.30
MCKENZIE HARDWARE	362279	09/06/2024	REC-PAINT SUPPLIES	010-8680-93120	53.04
MCKENZIE HARDWARE-M	362283	09/06/2024	MARINA-MISC SUPPLIES	010-8750-91435	56.49
AMERICAN PACE SETTER SYST	40668	09/06/2024	UB-WHITE & PINK PERFED CUT..	010-1830-91300	948.65
AMERICAN PACE SETTER SYST	40670	09/06/2024	FIN-#10 WINDOW ENVELOPE...	010-1820-91300	289.58
SUPERIOR BUILDING SERVICE	45575	09/06/2024	CITY HALL-TEMP MAINTENAN...	010-3350-91425	5,480.00
VESTIS GROUP INC	5066667016	09/06/2024	PD-MAT SERVICE FROM ARA...	010-2350-91140	118.56
ASSISTANCE PLUS	52539	09/06/2024	UB-PROCESS WATER STATEM...	010-1830-91431	227.47
ASSISTANCE PLUS	52540	09/06/2024	UB-PROCESS WATER STTEME...	010-1830-91431	838.30
WESCO GRAPHICS, INC.	53991	09/06/2024	16 PAGE GUIDE FOR FALL/WI...	010-8610-91330	3,468.48
SCPFA	DM0000757	09/06/2024	PAYROLL CONTRIBUTION 9/6/...	010-04423	101.53
SCMPEA	DM0000758	09/06/2024	PAYROLL CONTRIBUTION 9/6/...	010-04425	204.00
CHILD SUPPORT SERVICES	DM0000759	09/06/2024	PAYROLL 9/6/24 CHILD SUPP...	010-04408	276.92
SEIU UNION	DM0000760	09/06/2024	PAYROLL CONTRIBUTION 9/6/...	010-04409	529.23
INTERNATIONAL ASSOCIATION...	DM0000761	09/06/2024	PAYROLL CONTRIBUTION 9/6/...	010-04423	1,015.41
MISSION SQUARE	DM0000762	09/06/2024	PAYROLL CONTRIBUTIONS 9/6...	010-04427	1,334.42
SCPOA	DM0000763	09/06/2024	PAYROLL CONTRIBUTIONS 9/6...	010-04410	1,520.00
PARS	DM0000764	09/06/2024	PAYROLL CONTRIBUTION 9/6/...	010-04422	2,633.34
MISSION SQUARE	DM0000766	09/06/2024	PAYROLL CONTRIBUTIONS/LO...	010-04405	23,662.23
FRANCHISE TAX BOARD	DM0000767	09/06/2024	FOR PAYROLL 9/6/24	010-04404	26,376.41
FRANCHISE TAX BOARD	DM0000767	09/06/2024	FOR PAYROLL 9/6/24	010-04417	3,903.00
INTUIT-SUISUN CITY FIRE DEP...	DM0000769	09/06/2024	E-FIRE INSPECTION BANK FEES	010-2620-91350	6.10
INTERNAL REVENUE SERVICE	DM0000770	09/06/2024	FOR PAYROLL 9/6/24	010-04402	15,140.42
INTERNAL REVENUE SERVICE	DM0000770	09/06/2024	FOR PAYROLL 9/6/24	010-04403	63,573.55
BASIC-FSA	DM0000771	09/06/2024	FOR PAYROLL 9/6/24	010-04449	668.80
CAL PERS RETIREMENT SYSTEM	DM0000774	09/06/2024	PAYROLL CONTRIBUTION 9/6/...	010-04413	93,771.08
CLOVER	DM0000756	09/11/2024	E-CLOVER APP FEE	010-2350-91350	49.95
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-04456	141,735.77
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-1710-90322	106.76
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-1750-90322	12.56
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-1810-90322	94.20
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-1820-90322	397.21
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-1830-90322	196.25
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-1910-91355	381.22
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-2310-90322	314.00
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-2326-90322	157.00
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-2350-90322	785.00
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-2610-90322	314.00
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-3310-90322	15.70
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-3410-90322	172.70
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-3505-90322	86.35
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-6005-90322	14.13
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-6007-90322	31.40
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	010-6010-90322	12.56
CAL PERS RETIREMENT SYSTEM	DM0000768	09/12/2024	PERS RETIREMENT GASB-68	010-1820-91140	2,100.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
REPUBLIC SERVICES #846	083124	09/13/2024	CITY O/H SERVICE FEES DISBU...	010-3363-90160	210.00
REPUBLIC SERVICES #846	083124-C	09/13/2024	CITY O/H SERVICE FEES IN & ...	010-6010-90160	-210.00
US POSTMASTER	090124	09/13/2024	POSTAGE PERMIT #45	010-1830-91320	3,200.00
FAD-ENGELL COMPANY, LLC	090124	09/13/2024	LEASE PAYMENT FOR TEMP P...	010-3505-91465	200.00
AARON DANTE SENCIL	090424	09/13/2024	COMMISSIONER PAYMENT 9/...	010-1015-91335	100.00
EDDRICK OSBORNE	090424	09/13/2024	COMMISSIONER PAYMENT 9/...	010-1015-91335	100.00
LILIA DARDON	090424	09/13/2024	COMMISSIONER PAYMENT 9/...	010-1015-91335	100.00
JOHN WESLEY HARTER	090424	09/13/2024	COMMISSIONER PAYMENT 9/...	010-1015-91335	100.00
DONNA M LEBLANC	090424	09/13/2024	COMMISSIONER PAYMENT 9/...	010-1015-91335	100.00
ESSEX COOK	090424	09/13/2024	COMMISSIONER PAYMENT 9/...	010-1015-91335	100.00
JEFFREY DOWNEY	090524	09/13/2024	REC-FLIGHT REIMBURSE, TRAI...	010-8680-90501	370.96
REPUBLIC SERVICES #846	112356214	09/13/2024	GARBAGE SVCS-718 MAIN ST,...	010-3363-91520	5,295.15
CDCE INCORPORATED	122760-C	09/13/2024	PD-COMPUTERS FOR THE CSO...	010-2350-96415	25,599.73
AMAZON CAPITAL SERVICES	1D1H-WMPY-3K3X	09/13/2024	PD-GARMENT RACK	010-2310-91435	108.36
AMAZON CAPITAL SERVICES	1K1Y-PQ6R-XQRF	09/13/2024	PD-SUPPLIES FOR FLEET	010-2310-91435	164.85
AMAZON CAPITAL SERVICES	1R6F-QXLY-3Y41	09/13/2024	PD-FILE FOLDERS	010-2310-91300	36.69
AMAZON CAPITAL SERVICES	1XVT-7DTJ-97M4	09/13/2024	PD-LABELS & HAND SOAP FOR...	010-2310-91300	47.77
ALARMTECH SECURITY SYSTEM	208916	09/13/2024	SUPERVISED FIRE MONITORI...	010-8750-91415	60.00
ALARMTECH SECURITY SYSTEM	212023	09/13/2024	SUPERVISED FIRE MONITORI...	010-8750-91415	60.00
ALARMTECH SECURITY SYSTEM	212529	09/13/2024	SENIOR CTR-ANNUAL FIRE INS...	010-3350-91415	216.00
AT&T	22240040	09/13/2024	707-438-2520	010-8760-91310	31.53
AT&T	22240041	09/13/2024	707-438-7531	010-2310-91310	29.97
CITY OF FAIRFIELD	231281	09/13/2024	CITY OF FFLD-ANIMAL CONTR...	010-2310-91431	15,939.96
CODE THREE FIRE & SAFETY	241108	09/13/2024	PD-FIRE EXTINGUIUSHER SERV...	010-3350-91431	36.00
CODE THREE FIRE & SAFETY	241109	09/13/2024	CITY HALL-FIRE EXTINGUISHER...	010-3350-91431	84.00
CHAPLIN AND HILL INVESTIG	24-43_01	09/13/2024	PD-INTERNAL INVESTIGATION...	010-2350-91140	2,250.00
CHAPLIN AND HILL INVESTIG	24-46_01	09/13/2024	PD-INTERNAL INVESTIGATION...	010-2350-91140	675.00
BERT WILLIAMS & SONS INC	2479119	09/13/2024	FIRE-DSC33 OIL/SS1FINE OIL	010-2610-91440	61.14
ASSOCIATED SERVICES CO	324090033	09/13/2024	PD-BREAKROOM SUPPLIES	010-2310-91300	175.91
FLYERS ENERGY, LLC	3980524	09/13/2024	PD, FIRE, HSG-GAS USAGE 8/1...	010-2310-91445	4,432.88
FLYERS ENERGY, LLC	3980524	09/13/2024	PD, FIRE, HSG-GAS USAGE 8/1...	010-2610-91445	2,506.26
SUPERIOR BUILDING SERVICE	45476	09/13/2024	VARIOUS DEPTS MONTHLY JA...	010-3350-91425	7,295.56
IN HOUSE LEASING, INCORPO	4822	09/13/2024	FIRE-COPIER LEASE SEPT'24	010-2600-91325	270.94
IN HOUSE LEASING, INCORPO	4827	09/13/2024	VARIOUS DEPTS-COPIER LEASE..	010-01142	1,619.74
IN HOUSE LEASING, INCORPO	4827	09/13/2024	VARIOUS DEPTS-COPIER LEASE..	010-1710-91325	150.34
IN HOUSE LEASING, INCORPO	4827	09/13/2024	VARIOUS DEPTS-COPIER LEASE..	010-2310-91325	1,263.73
IN HOUSE LEASING, INCORPO	4827	09/13/2024	VARIOUS DEPTS-COPIER LEASE..	010-2600-91325	216.60
IN HOUSE LEASING, INCORPO	4827	09/13/2024	VARIOUS DEPTS-COPIER LEASE..	010-8610-91325	371.21
PARTNERS PERSONNEL MAN...	500333587	09/13/2024	BLDG-TEMP WORKER WEEK E...	010-3310-90125	1,015.00
PARTNERS PERSONNEL MAN...	500335108	09/13/2024	BLDG-TEMP WORKER WE 8/3...	010-3310-90125	1,015.00
STAPLES ADVANTAGE	6010380747	09/13/2024	UB/FIN-OFFICE SUPPLIES	010-1820-91300	54.33
STAPLES ADVANTAGE	6010380747	09/13/2024	UB/FIN-OFFICE SUPPLIES	010-1830-91300	36.22
ALESHIRE & WYNDER, LLP	88800	09/13/2024	PRO SVCS-GENERAL	010-1910-91110	15,798.00
ALESHIRE & WYNDER, LLP	88801	09/13/2024	PRO SVCS-SPECIAL PROJECTS	010-1910-91110	9,725.40
ALESHIRE & WYNDER, LLP	88802	09/13/2024	PRO SVCS-LITIGATION	010-1910-91110	1,341.00
ALESHIRE & WYNDER, LLP	88803	09/13/2024	PRO SVCS-PERSONNEL/LABOR	010-1910-91110	4,116.00
ALESHIRE & WYNDER, LLP	88804	09/13/2024	PRO SVCS-PLANNING	010-1910-91110	177.80
ALESHIRE & WYNDER, LLP	88805	09/13/2024	PRO SVCS-PW/ENGINEERING	010-1910-91110	3,886.20
ALESHIRE & WYNDER, LLP	88808	09/13/2024	PRO SVCS-POLICE	010-1910-91110	1,290.22
ALESHIRE & WYNDER, LLP	88809	09/13/2024	PRO SVCS-CODE ENFORCEME...	010-1910-91110	1,418.20
ALESHIRE & WYNDER, LLP	88814	09/13/2024	PRO SVCS-REIMBURSEABLE-B...	010-04673	6,514.40
ALESHIRE & WYNDER, LLP	88814	09/13/2024	PRO SVCS-REIMBURSEABLE-B...	010-04683	6,514.40
SOLANO GARBAGE	FY2324	06/30/2024	TAX LEVY COLLECTIONS FY2324	010-1910-77110	-19,050.00
SOLANO TRANS AUTHORITY	FY2324-SS1	09/13/2024	SOLANO COUNTYWIDE CLIMA...	010-6010-93220	2,500.00
ARBA	OCT 2024	09/13/2024	FIRE-OCTOBER PREMIUM GR...	010-2610-90324	385.45
COLOR NEW CO	PAY 1	09/13/2024	COMMUNITY CTR EXTERIOR ...	010-04599	-9,771.00
COLOR NEW CO	PAY 1	09/13/2024	COMMUNITY CTR EXTERIOR ...	010-3350-93140	195,420.00
TIME BANDITS	REISSUEX2	09/13/2024	SATURDAY MUSIC AT THE WA...	010-1910-79410	-35.00
US BANK	08222400	08/22/2024	SZMURLO-CA DIESEL-MOBILE ...	010-2350-91430	817.92
US BANK	08222401	08/22/2024	SZMURLO-WALMART-CLEANI...	010-2310-91435	25.91

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US BANK	08222403	08/22/2024	ROBERTS-MAILCHIMP-FINAN...	010-1830-91305	39.00
US BANK	08222405	08/22/2024	ROBERTS-UPLIFT DESK-KEYBO...	010-3350-93110	123.55
US BANK	08222407	08/22/2024	ROBERTS-UPLIFT DESK-KEYBO...	010-3350-93110	280.69
US BANK	08222408	08/22/2024	CARLOCK-GALLS-RESTOCK, SPI...	010-2310-91435	286.98
US BANK	08222409	08/22/2024	CARLOCK-AMAZON-RESTOCK,...	010-2310-91435	78.85
US BANK	082224101	08/22/2024	BELK-RALEYS-SUMMER CAMP ...	010-8670-91435	23.94
US BANK	082224102	08/22/2024	BELK-WALMART.COM-END OF...	010-8670-91435	91.96
US BANK	082224103	08/22/2024	BELK-DOLLAR TREE-SUISUN A...	010-8670-91435	17.60
US BANK	082224104	08/22/2024	BELK-RALEYS-SUMMER STAFF ...	010-8670-91435	13.98
US BANK	082224105	08/22/2024	BELK-DOMINOS-SUMMER STA...	010-8670-91435	157.85
US BANK	082224106	08/22/2024	BELK-RALEYS-SUMMER STAFF ...	010-8670-91435	29.96
US BANK	082224107	08/22/2024	SHING-LA CABANA-TEAM BUI...	010-2350-90501	131.75
US BANK	082224108	08/22/2024	POCK-LOS ALTOS-DINNER, EA...	010-1010-90501	214.78
US BANK	082224109	08/22/2024	HEALY-CHATGPT-AI TEXT	010-2310-91305	20.00
US BANK	082224110	08/22/2024	HEALY-IMAGINE JOB FAIR-JOB...	010-2310-91330	675.00
US BANK	082224111	08/22/2024	HEALY-VISTA PRINT-BUSINESS...	010-2310-91300	120.26
US BANK	082224112	08/22/2024	ZUNINO-PD-LOWES-MICROW...	010-2350-93120	330.66
US BANK	082224113	08/22/2024	ZUNINO-FIRE-MUERTOS-COFF...	010-2610-91435	130.00
US BANK	082224114	08/22/2024	ZUNINO-FIRE-COMCAST-CABL...	010-2600-91431	309.24
US BANK	082224115	08/22/2024	ZUNINO-FIRE-FAMILY COOKIE...	010-2610-91435	26.00
US BANK	082224116	08/22/2024	ZUNINO-FIRE-RALEYS-DESSERT...	010-2610-91435	68.74
US BANK	082224117	08/22/2024	GELUZ-ACE-SUPPLIES, NEW C...	010-3350-93140	263.25
US BANK	082224118	08/22/2024	GELUZ-STAPLES-SUPPLIES, N...	010-3350-93140	71.50
US BANK	082224119	08/22/2024	GELUZ-PODS-SUPPLIES, NEW ...	010-3350-93140	441.33
US BANK	082224120	08/22/2024	GELUZ-PATRIOTICBRANDS.C...	010-3350-91435	262.18
US BANK	082224121	08/22/2024	GELUZ-WALMART-SUPPLIES, ...	010-3350-93140	283.57
US BANK	082224122	08/22/2024	GELUZ-INT'L CODE COUNCIL-...	010-3310-93230	794.00
US BANK	082224124	08/22/2024	GELUZ-STAPLES-SUPPLIES, N...	010-3350-93140	107.26
US BANK	082224125	08/22/2024	GELUZ-HOME DEPOT-SUPPLIE...	010-3350-93140	259.84
US BANK	082224126	08/22/2024	GELUZ-HOME DEPOT-SUPPLIE...	010-3350-93140	75.43
US BANK	082224127	08/22/2024	GELUZ-STAPLES-SUPPLIES, N...	010-3350-93140	54.17
US BANK	082224128	08/22/2024	GELUZ-HOME DEPOT-SUPPLIE...	010-3350-93140	162.40
US BANK	082224129	08/22/2024	GELUZ-BXPRESS-AD, COM CTR...	010-3350-91330	217.85
US BANK	08222413	08/22/2024	MORA-READYREFRESH-WATER...	010-8610-91300	56.24
US BANK	082224130	08/22/2024	GELUZ-ACE-SUPPLIES, NEW C...	010-3350-93140	25.99
US BANK	082224131	08/22/2024	GELUZ-UPLIFT DESK-ERGO DE...	010-3350-93110	1,808.78
US BANK	082224132	08/22/2024	GELUZ-HOME DEPOT-RETURN...	010-3350-93140	-41.49
US BANK	082224133	08/22/2024	GELUZ-FASTRAK-TOLLS, PAL V...	010-8750-91435	25.00
US BANK	082224134	08/22/2024	KENT-NATW-NAT NIGHT OUT ...	010-2310-91460	870.40
US BANK	082224135	08/22/2024	KENT-NATW-NAT NIGHT OUT,...	010-2310-91460	412.00
US BANK	082224138	08/22/2024	DANNER-UPS-DEA DOCS MAIL...	010-2610-91320	59.16
US BANK	082224139	08/22/2024	DANNER-HOME DEPOT-E48 ...	010-2610-91440	6.58
US BANK	082224140	08/22/2024	DANNER-HOLIDAY INN-HOTEL...	010-2617-90501	120.05
US BANK	082224141	08/22/2024	DANNER-HOLIDAY INN EXPRE...	010-2617-90501	144.74
US BANK	082224142	08/22/2024	DANNER-HAMPTON INN-HOT...	010-2617-90501	143.45
US BANK	082224143	08/22/2024	DANNER-HAMPTON INN-HOT...	010-2617-90501	143.45
US BANK	082224144	08/22/2024	DANNER-HAMPTON INN-HOT...	010-2617-90501	143.45
US BANK	082224145	08/22/2024	DANNER-HAMPTON INN-HOT...	010-2617-90501	143.45
US BANK	082224146	08/22/2024	RENUCCI-IDENTIFIRE-ID TAGS	010-2610-91435	66.98
US BANK	082224147	08/22/2024	RENUCCI-FIRE CAM-FIRE CAM...	010-2610-91435	196.65
US BANK	082224148	08/22/2024	RENUCCI-PATRIOTICBRANDS-...	010-2610-91435	476.27
US BANK	082224149	08/22/2024	RENUCCI-LS NORTH RIDGE-GO...	010-2610-91435	123.32
US BANK	08222415	08/22/2024	DOWNEY-ADT-ALARM MONI...	010-8680-91415	71.16
US BANK	082224150	08/22/2024	LOFTHUS-CIMICO SIGNS-BAN...	010-8610-91435	166.78
US BANK	082224151	08/22/2024	LOFTHUS-AMAZON-OFFICE S...	010-8610-91300	37.92
US BANK	082224152	08/22/2024	LOFTHUS-BANNERS ON THE C...	010-8610-91435	189.15
US BANK	082224153	08/22/2024	KEARNS-ACE-WOODEN STAKE...	010-3410-91395	12.97
US BANK	08222416	08/22/2024	DOWNEY-ADT-ALARM MONI...	010-8680-91415	71.16
US BANK	08222418	08/22/2024	DOWNEY-SAMS CLUB-ASP ST...	010-8615-91435	57.58
US BANK	08222419	08/22/2024	DOWNEY-JC NELSON-CLEANI...	010-8750-91435	696.76

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US BANK	08222424	08/22/2024	ROTH-BADGE & WALLET-HAT ...	010-2310-91455	504.00
US BANK	08222425	08/22/2024	ROTH-SOUTHWEST-EARLY BI...	010-2310-90501	20.00
US BANK	08222426	08/22/2024	ROTH-SOUTHWEST-EARLY BI...	010-2310-90501	20.00
US BANK	08222427	08/22/2024	ROTH-SOUTHWEST-FLIGHT TO...	010-2310-90501	400.96
US BANK	08222428	08/22/2024	NERI-AARON ROESLER-EBKE T...	010-2350-93215	649.00
US BANK	08222429	08/22/2024	NERI-PRIMAL RESP-RED DOT I...	010-2350-93215	600.00
US BANK	08222430	08/22/2024	NERI-WHEELS IN MOTION-EBI...	010-2310-91435	20.00
US BANK	08222431	08/22/2024	DEOL-GFOA-RENEWAL FEES	010-1810-93220	150.00
US BANK	08222432	08/22/2024	HENDERSON-CITATIONSY-PRO...	010-2310-91305	9.99
US BANK	08222433	08/22/2024	HENDERSON-CA POLICE CHIEF...	010-2310-93220	155.00
US BANK	08222434	08/22/2024	HENDERSON-CHATGPT-AI TEXT	010-2310-91305	20.00
US BANK	08222435	08/22/2024	HENDERSON-APPLE.COM-APP...	010-2310-91305	9.99
US BANK	08222436	08/22/2024	PENLAND-SURVEYMONKEY-M...	010-1750-91305	468.00
US BANK	08222437	08/22/2024	PENLAND-USPS-POSTAGE	010-6010-91320	49.25
US BANK	08222438	08/22/2024	COLIN-POSITIVE PROMO-PUB ...	010-2620-93330	762.02
US BANK	08222439	08/22/2024	COLIN-FIREHOSEDIRECT-FIRE ...	010-2620-91435	281.39
US BANK	08222440	08/22/2024	COLIN-HARBOR FREIGHT-EQU...	010-2620-91435	65.01
US BANK	08222441	08/22/2024	COLN-NORCAL FPO-MEMBER...	010-2620-90501	30.00
US BANK	08222442	08/22/2024	LEMING-PAYPAL-EDH FIRE DE...	010-2610-90501	950.00
US BANK	08222443	08/22/2024	LOPEZ-TERESITA FLORAL-FLO...	010-2610-91435	73.15
US BANK	08222444	08/22/2024	LOPEZ-RALEYS-CUPS FOR RETI...	010-2610-91435	16.23
US BANK	08222445	08/22/2024	MARTIN-CAL CONFERENCE-3 ...	010-2610-93220	285.00
US BANK	08222446	08/22/2024	ESPARZA-INT'L CRITICAL-CRIT...	010-2610-90501	576.00
US BANK	08222447	08/22/2024	VASQUEZ-RALEYS-SNACKS & ...	010-1010-90501	88.40
US BANK	08222448	08/22/2024	VASQUEZ-PANERA-LUNCHES, ...	010-1010-90501	172.90
US BANK	08222449	08/22/2024	VASQUEZ-SUBWAY-LUNCH, E...	010-1710-90501	115.10
US BANK	08222450	08/22/2024	PANTOJA-TRACTOR SUPPLY-L...	010-8680-93120	5.94
US BANK	08222451	08/22/2024	PANTOJA-TRACTOR SUPPLY-L...	010-8680-93120	7.57
US BANK	08222452	08/22/2024	PANTOJA-SMART & FINAL-SU...	010-8680-91435	92.18
US BANK	08222453	08/22/2024	PANTOJA-YOUTUBE TV-LAMB...	010-8680-91140	89.97
US BANK	08222454	08/22/2024	PANTOJA-AUTOZONE-LAMBR...	010-8680-93120	38.99
US BANK	08222455	08/22/2024	PANTOJA-BEST AMERICAN TIR...	010-8680-93120	35.00
US BANK	08222456	08/22/2024	PANTOJA-SAMS CLUB-LAMBR...	010-8680-91435	305.70
US BANK	08222457	08/22/2024	PANTOJA-SMART & FINAL-LA...	010-8680-91435	222.26
US BANK	08222458	08/22/2024	PANTOJA-RALEY-LAMBRECHT ...	010-8680-91435	9.38
US BANK	08222462	08/22/2024	PANTOJA-ZOOM-LAMBRECHT ...	010-8680-93120	21.98
US BANK	08222463	08/22/2024	PANTOJA-SAMS CLUB-LAMBR...	010-8680-91435	119.21
US BANK	08222464	08/22/2024	PANTOJA-SAMS CLUB-LAMBR...	010-8680-91435	985.29
US BANK	08222465	08/22/2024	PANTOJA-SMART & FINAL-LA...	010-8680-91435	464.85
US BANK	08222466	08/22/2024	SINGLEY-SAMS CLUB-SUPPLIES...	010-8760-91435	75.17
US BANK	08222467	08/22/2024	SINGLEY-DOLLAR TREE-TABLE ...	010-8760-91435	4.06
US BANK	08222468	08/22/2024	SINGLEY-WALMART-SALAD S...	010-8760-91435	76.90
US BANK	08222469	08/22/2024	SINGLEY-AHU'S OHANA HI BB...	010-8760-91435	1,000.00
US BANK	08222470	08/22/2024	SINGLEY-AHUS OHANA HI BBQ...	010-8760-91435	41.92
US BANK	08222471	08/22/2024	SINGLEY-SAMS CLUB-SALAD, ...	010-8760-91435	56.91
US BANK	08222472	08/22/2024	SINGLEY-BENICIA STATE PARK...	010-8760-91435	21.00
US BANK	08222473	08/22/2024	SINGLEY-GLENN SNYDER-DJ F...	010-8760-91435	350.00
US BANK	08222475	08/22/2024	SINGLEY-DOLLAR TREE-BINGO...	010-8760-91435	46.26
US BANK	08222478	08/22/2024	SINGLEY-BLACKHAWK MUSE...	010-8760-91435	95.00
US BANK	08222479	08/22/2024	SINGLEY-WALMART-SUPPLIES,...	010-8760-91435	78.86
US BANK	08222480	08/22/2024	SINGLEY-DOLLAR TREE-BINGO...	010-8760-91435	63.87
US BANK	08222481	08/22/2024	SINGLEY-WALMART-SALAD F...	010-8760-91435	56.48
US BANK	08222482	08/22/2024	SINGLEY-MOUNTAIN MIKES-PI...	010-8760-91435	126.93
US BANK	08222483	08/22/2024	SINGLEY-RALEYS-DESSERT FOR...	010-8760-91435	11.96
US BANK	08222484	08/22/2024	GOREE-ZIP THRU-CAR WASH ...	010-3415-91455	20.00
US BANK	08222485	08/22/2024	HERNANDEZ-PAPA CHANOS-L...	010-1010-90501	22.31
US BANK	08222486	08/22/2024	HERNANDEZ-DOOR DASH-ACC...	010-1010-90501	45.96
US BANK	08222487	08/22/2024	HERNANDEZ-JOY OF EATING-...	010-1010-90501	30.14
US BANK	08222488	08/22/2024	DUMALAG-WALMART-CAMP ...	010-8618-91435	63.49
US BANK	08222489	08/22/2024	DUMALAG-HOBBY LOBBY-ART...	010-8618-91435	52.02

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US BANK	08222490	08/22/2024	DUMALAG-WALMART-CAMP ...	010-8618-91435	32.43
US BANK	08222491	08/22/2024	DUMALAG-AMAZON-SENSORY..	010-8618-91435	32.38
US BANK	08222492	08/22/2024	DUMALAG-WALMART-MAKIN...	010-8618-91435	86.39
US BANK	08222493	08/22/2024	LAZARO-ENTERPRISE-CAR RE...	010-2350-90501	118.26
US BANK	08222495	08/22/2024	BELK-WALMART.COM-SUMM...	010-8670-91435	2.43
US BANK	08222496	08/22/2024	BELK-WALMART.COM-SUMM...	010-8670-91435	46.71
US BANK	08222497	08/22/2024	BELK-WALMART.COM-SUMM...	010-8670-91435	8.04
US BANK	08222498	08/22/2024	BELK-LITTLE CAESARS-SUMM...	010-8670-91435	148.11
BAUER COMPRESSORS,INC	0000322429	09/20/2024	FIRE-MICRO BLAZE-PPE DECO...	010-2610-91435	184.24
BAUER COMPRESSORS,INC	0000325700	09/20/2024	FIRE-ANNUAL SCBA FLOW TES...	010-2610-91431	3,285.00
NORA MACIAS	0025515	09/20/2024	REC-DAMAGE DEPOSIT RETU...	010-04491	400.00
TRICIA CAALAMAN	0035697	09/20/2024	REC-DAMAGE DEPOSIT RETU...	010-04491	420.00
COMCAST	090724	09/20/2024	FIRE-CABLE BILL 9/17/24-10/1...	010-2600-91415	154.62
CALIFORNIA BLDG STANDARDS	090924	09/20/2024	CA BLDG STANDARDS COM FE...	010-3310-77110	-53.70
VINAY P TEWARI	091124	09/20/2024	REFUND OF CANDIDATE STAT...	010-1025-79410	288.88
PG&E	09202400	09/20/2024	3040229099-0 9/22/23-8/19/...	010-8680-91510	3,596.73
PG&E	09202402	09/20/2024	2073454458-6	010-3350-91510	71.64
PG&E	09202411	09/20/2024	1747400520-8	010-6330-91510	4.63
THE UPS STORE #5284	10150	09/20/2024	REC-LIVESCAN-TANG	010-8610-90500	35.00
THE UPS STORE #5284	10160	09/20/2024	REC-LIVESCAN-CORTES	010-8610-90500	35.00
THE UPS STORE #5284	10205	09/20/2024	REC-LIVESCAN-SCRIVNER	010-8610-90500	35.00
THE UPS STORE #5284	10335	09/20/2024	REC-LIVESCAN-PRASAD	010-8610-90500	70.00
THE UPS STORE #5284	10477	09/20/2024	REC-LIVESCAN-NAVARRO	010-8610-90500	35.00
THE UPS STORE #5284	10478	09/20/2024	REC-LIVESCAN-NAVARRO	010-8610-90500	35.00
AMAZON CAPITAL SERVICES	13T3-RJD6-KWHV	09/20/2024	REC-PRESCHOOL SUPPLIES	010-8618-91435	467.76
EDGE ENGRAVING	14135	09/20/2024	NAME PLATES & BADGES FOR...	010-1010-91300	278.52
AMAZON CAPITAL SERVICES	14FW-JHGn-LH33	09/20/2024	REC-DAN O ROOT ASP SUPPLI...	010-8615-91435	37.94
LIFE-ASSIST INC	1509955	09/20/2024	FIRE-FENTANYL	010-2610-91435	280.50
ALKAR	1544722	09/20/2024	HR-TEMP WORK-WE 8/25/24-...	010-1750-90125	3,386.24
ALKAR	1544777	09/20/2024	HR-TEMP WORK-WE 9/1/24-...	010-1750-90125	2,813.85
ALKAR	1544838	09/20/2024	HR-TEMP WORKER WEEK END...	010-1750-90125	1,385.28
ALHAMBRA	18242742 091524	09/20/2024	FIRE-WATER MACHINE RENTA...	010-2600-91431	27.98
AMAZON CAPITAL SERVICES	1CFY-P4HJ-N7LT	09/20/2024	ADMIN-HEAVY DUTY ELECTRIC...	010-1710-91300	54.38
AMAZON CAPITAL SERVICES	1DMC-CT31-JFMH	09/20/2024	BLDG-VARIOUS OFFICE & EQU...	010-3350-91435	1,199.60
AMAZON CAPITAL SERVICES	1J63-L61L-NNMF	09/20/2024	REC-GAMES FOR SENIOR CEN...	010-8760-91435	30.86
AMAZON CAPITAL SERVICES	1QHF-TMVH-MM4V	09/20/2024	LANDSCAPE MAINT-WALL FILE...	010-6330-91435	68.07
AMAZON CAPITAL SERVICES	1TWR-KYC1-KG6K	09/20/2024	REC-COFFEE	010-8610-91435	42.23
IAN LEONG	2023-40	09/20/2024	PD-FIREARMS TRAINING 8/24...	010-2350-90501	960.00
ALARMTECH SECURITY SYSTEM	213498	09/20/2024	EVIDENCE BLDG-ALARM.COM...	010-3350-91415	42.00
ALARMTECH SECURITY SYSTEM	213499	09/20/2024	MARINA HARBOR-ALARM.CO...	010-3350-91415	42.00
ALARMTECH SECURITY SYSTEM	213500	09/20/2024	BURDICK CTR-ALARM.COM CE...	010-3350-91415	42.00
ALARMTECH SECURITY SYSTEM	213545	09/20/2024	SUPERVISED FIRE MONITORI...	010-8750-91415	60.00
ALARMTECH SECURITY SYSTEM	213551	09/20/2024	M2M CELLULAR FIRE MONITO...	010-3350-91415	62.00
ALARMTECH SECURITY SYSTEM	213988	09/20/2024	REC-ALARM MONITORING @ ...	010-8750-91415	40.00
ALARMTECH SECURITY SYSTEM	213989	09/20/2024	REC-SUPERVISED FIRE MONIT...	010-8750-91415	40.00
ALARMTECH SECURITY SYSTEM	214059	09/20/2024	REC-ANNUAL FIRE INSPECTION..	010-8750-91415	1,000.00
COMCAST	216196884	09/20/2024	ETHERNET SERVICE THROUGH...	010-2310-91310	789.21
AT&T	22259612	09/20/2024	234-344-8157	010-2310-91310	155.55
AT&T	22259625	09/20/2024	436-951-2254	010-2310-91310	238.84
AT&T	22259690	09/20/2024	707-399-6987	010-2310-91310	451.66
AT&T	22259692	09/20/2024	707-421-6622	010-2310-91310	239.16
AT&T	22259694	09/20/2024	707-421-7203	010-8760-91310	55.85
AT&T	22259695	09/20/2024	707-421-7205	010-2600-91310	51.42
WEST COAST CODE CONSULT...	224-007-011-01	09/20/2024	BLDG-PLAN REVIEWS	010-3310-91140	7,378.20
WEST COAST CODE CONSULT...	224-007-011-02	09/20/2024	BLDG-INSPECTIONS	010-3310-91140	13,606.98
WEST COAST CODE CONSULT...	224-007-011-04	09/20/2024	BLDG-IN HOUSE PLAN REVIE...	010-3310-91140	2,090.00
CITY OF FAIRFIELD	231262	09/20/2024	PD-RANGE USE FEES JULY 2024	010-2350-91140	744.00
CITY OF FAIRFIELD	231318	09/20/2024	PD-RANGE USE FEES AUGUST ...	010-2350-91140	372.00
MARK GRAHAM	24-60	09/20/2024	PD-POLYGRAPH EXAMS 4 PEO...	010-2350-90500	1,750.00
LIEBERT CASSIDY WHITMORE	275706	09/20/2024	PRO SVCS-GENERAL AUGUST ...	010-1910-93310	1,680.00

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DAILY REPUBLIC	300141879	09/20/2024	SAFETY FACILITIES SECURITY ...	010-3350-91330	848.63
ASSOCIATED SERVICES CO	324090032	09/20/2024	CITY HALL-COFFEE & LUNCH ...	010-1910-91435	567.56
HUNTERS SERVICES INC.	353129	09/20/2024	CITY HALL-SERVICE	010-3350-91415	45.00
HUNTERS SERVICES INC.	353130	09/20/2024	PD-SERVICE	010-3350-91415	30.00
HUNTERS SERVICES INC.	353131	09/20/2024	NELSON COMMUNITY CTR-SE...	010-3350-91415	55.00
HUNTERS SERVICES INC.	353132	09/20/2024	CORP YARD-SERVICE	010-3350-91415	65.00
HUNTERS SERVICES INC.	353133	09/20/2024	MARINA OFFICE-SERVICE	010-3350-91415	30.00
HUNTERS SERVICES INC.	353135	09/20/2024	BURDICK CENTER-SERVICE	010-3350-91415	30.00
HUNTERS SERVICES INC.	353140	09/20/2024	720 MAIN ST-SERVICE (SS HA...	010-3350-91415	65.00
HUNTERS SERVICES INC.	353144	09/20/2024	SENIOR CENTER-SERVICE	010-3350-91415	30.00
HUNTERS SERVICES INC.	353162	09/20/2024	FIRE DEPT-SERVICE	010-3350-91415	60.00
HUNTERS SERVICES INC.	354008	09/20/2024	CITY HALL-RODENT CONTROL	010-3350-91415	100.00
HUNTERS SERVICES INC.	354050	09/20/2024	MARINA OFFICE-RODENT CO...	010-3350-91415	100.00
HUNTERS SERVICES INC.	354303	09/20/2024	PD EVIDENCE BLDG-SERVICE	010-3350-91415	30.00
OFFICE DEPOT	373011634001	09/20/2024	ADMIN-INK FOR CITY CLERK	010-1020-91300	112.44
BBP ADMIN	380223	09/20/2024	HR-COBRA ADMIN SVCS SEPT ...	010-1910-91140	61.10
J.J.R. ENTERPRISES, INC	4170895	09/20/2024	COPIER USAGE VARIOUS DEPT...	010-01142	802.29
J.J.R. ENTERPRISES, INC	4170895	09/20/2024	COPIER USAGE VARIOUS DEPT...	010-2310-91325	183.01
J.J.R. ENTERPRISES, INC	4170895	09/20/2024	COPIER USAGE VARIOUS DEPT...	010-2600-91325	45.77
J.J.R. ENTERPRISES, INC	4170895	09/20/2024	COPIER USAGE VARIOUS DEPT...	010-8610-91325	303.74
J.J.R. ENTERPRISES, INC	4170918	09/20/2024	PRINTER USAGE VARIOUS DEP...	010-1820-91325	12.43
J.J.R. ENTERPRISES, INC	4170918	09/20/2024	PRINTER USAGE VARIOUS DEP...	010-1910-91325	2.14
J.J.R. ENTERPRISES, INC	4170918	09/20/2024	PRINTER USAGE VARIOUS DEP...	010-6010-91325	0.65
J.J.R. ENTERPRISES, INC	4170918	09/20/2024	PRINTER USAGE VARIOUS DEP...	010-8610-91325	15.65
PARTNERS PERSONNEL MAN...	500339343	09/20/2024	BLDG-TEMP WORKER WEEK E...	010-3310-90125	761.25
VESTIS GROUP INC	5066677832	09/20/2024	PD-MAT SERVICE FROM ARA...	010-2350-91140	118.56
ASSISTANCE PLUS	52554	09/20/2024	UB-PROCESS WATER STATEM...	010-1830-91320	241.50
ASSISTANCE PLUS	52554	09/20/2024	UB-PROCESS WATER STATEM...	010-1830-91431	275.00
SH MECHANICAL INC	556186	09/20/2024	PD IT WATER LEAK REPAIR	010-3350-91431	500.80
SH MECHANICAL INC	556187	09/20/2024	COMMUNITY CENTER A/C RE...	010-3350-91431	3,868.45
SH MECHANICAL INC	556188	09/20/2024	COMMUNITY CENTER A/C RE...	010-3350-91431	682.71
SH MECHANICAL INC	556191	09/20/2024	COMMUNITY CENTER A/C RE...	010-3350-91431	2,211.05
SH MECHANICAL INC	556194	09/20/2024	FIRE-CONDENSATION DRAIN L...	010-3350-91431	495.06
SH MECHANICAL INC	556204	09/20/2024	PD-HVAC MINI SPLIT INSTALL...	010-2350-91430	8,310.00
SH MECHANICAL INC	556204	09/20/2024	PD-HVAC MINI SPLIT INSTALL...	010-3350-91431	8,310.00
SH MECHANICAL INC	556207	09/20/2024	BURDICK-DIAGNOSTIC (NOT ...	010-3350-91430	240.00
SH MECHANICAL INC	556208	09/20/2024	CSO OFFICE-DIAGNOSTIC (NOT..	010-3350-91430	240.00
DEPARTMENT OF JUSTICE	753517	09/20/2024	FINGERPRINTS-PD, PW, REC, ...	010-1750-90500	32.00
DEPARTMENT OF JUSTICE	753517	09/20/2024	FINGERPRINTS-PD, PW, REC, ...	010-2350-90500	345.00
DEPARTMENT OF JUSTICE	753517	09/20/2024	FINGERPRINTS-PD, PW, REC, ...	010-8610-90500	96.00
SOLANO COUNTY DIST ATTY	78941	09/20/2024	PD-AMERICAN FORENSIC SVCS...	010-2350-91140	1,105.34
LN CURTIS & SONS	862035	09/20/2024	PD-SPONGE IMPACT ROUNDS...	010-2350-93120	6,816.73
LN CURTIS & SONS	862062	09/20/2024	PD-COVERT CARRIER, PANEL S...	010-2310-91455	1,310.33
BRADY INDUSTRIES	9219457	09/20/2024	BLDG-BATH TISSUE	010-3350-91435	300.86
BRADY INDUSTRIES	9224076	09/20/2024	BLDG-TOILET TISSUE	010-3350-91435	33.99
BRADY INDUSTRIES	9224077	09/20/2024	BLDG-CLEANER, SPARTAN DA...	010-3350-91435	252.52
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-1710-91310	18.70
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-1750-91310	14.05
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-1810-91310	8.31
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-1815-91310	2.08
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-1820-91310	8.31
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-1830-91310	12.47
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-1830-91310	6.23
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-2600-91310	41.56
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	010-3505-91310	6.23
VERIZON WIRELESS	9973502309	09/20/2024	BLDG-MOBILE PHONE 8/11/24..	010-3350-91310	41.56
CHAVAN & ASSOCIATES, LLP	C&A-18404	09/20/2024	PRO SVCS 23/24 AUDIT-PROG...	010-1820-91130	8,650.00
EVERYTHING2GO.COM LLC	EX190A15-INV	09/20/2024	PD-OFFICE FURNITURE	010-2350-93110	13,084.11
STOMMEL INC	SI108148	09/20/2024	PD-HEAVY DUTY MOUNT FOR ...	010-2310-91430	388.85
STOMMEL INC	SI108258	09/20/2024	PD-TELESCOPING POLE	010-2310-91430	296.28

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HINDERLITER DE LLAMAS & A	SIN042481	09/20/2024	CONTRACT & AUDIT SVCS JUL-...	010-1820-91140	12.03
HINDERLITER DE LLAMAS & A	SIN042481	09/20/2024	CONTRACT & AUDIT SVCS JUL-...	010-1910-91140	1,334.16
HINDERLITER DE LLAMAS & A	SIN042560	09/20/2024	CONTRACT SVCS-TRANS TAX/...	010-1910-91140	300.00
HINDERLITER DE LLAMAS & A	SIN042733	09/20/2024	AUGUST SERVICES FOR CANN...	010-1910-91140	3,900.00
CORBIN WILLITS SYSTEM INC	000C409151	09/27/2024	ENHANCEMENT & SERVICE	010-1820-91305	835.71
CORBIN WILLITS SYSTEM INC	000C409151	09/27/2024	ENHANCEMENT & SERVICE	010-1830-91305	835.72
RONI-JO NAVAL	0035936	09/27/2024	REC-DAMAGE DEPOSIT RETU...	010-04491	420.00
CHILD START INC	0037234	09/27/2024	REC-CANCEL 9/27/24 EVENT-...	010-04491	434.00
CHILD START INC	0037234	09/27/2024	REC-CANCEL 9/27/24 EVENT-...	010-8750-75220	1,386.50
CRESLY ESTAVILLO	0037554	09/27/2024	REC-DAMAGE DEPOSIT RETU...	010-04491	434.00
COMCAST	091624	09/27/2024	PD-CABLE SERVICE 9/21/24-10...	010-2310-91310	76.00
COMCAST	091624	09/27/2024	CITY HALL-CABLE SERVICE 9/2...	010-3350-91430	188.24
PG&E	09272400	09/27/2024	3040229099-0	010-8680-91510	10.52
PG&E	09272411	09/27/2024	4094878782-1	010-8680-91510	2,049.13
PG&E	09272413	09/27/2024	3696061903-3	010-3350-91510	26.28
LIFE-ASSIST INC	1511485	09/27/2024	FIRE-MEDICAL SUPPLIES	010-2610-91435	110.61
LIFE-ASSIST INC	1512781	09/27/2024	FIRE-MEDICAL SUPPLIES	010-2610-91435	103.68
AMAZON CAPITAL SERVICES	1KGC-3GLY-71KM	09/27/2024	PD-BURDICK CENTER SUPPLIES	010-2350-90501	1,568.59
AMAZON CAPITAL SERVICES	1X67-CKXM-CVJY	09/27/2024	PD-LABELS FOR EVIDENCE	010-2310-91300	80.49
AMAZON CAPITAL SERVICES	1XQP-TLDY-G6M7	09/27/2024	PD-FLASH DRIVES AND LAPTO...	010-2310-91300	145.40
AT&T	22307918	09/27/2024	707-422-8074	010-2310-91310	60.56
KOSMONT & ASSOCIATES, INC	2307.8-002	09/27/2024	PLANNING-ECONOMIC DEVEL...	010-1710-91140	5,976.75
MUNICIPAL RESOURCE GROUP,	241167	09/27/2024	EXECUTIVE COACHING & STR...	010-1710-91140	6,750.00
BERT WILLIAMS & SONS INC	2480981	09/27/2024	FIRE-DSC33 OIL/SS1FINE OIL	010-2610-91440	203.05
DAILY REPUBLIC	300141860	09/27/2024	PLANNING-COMMERCIAL CA...	010-3410-91330	160.81
DAILY REPUBLIC	300141863	09/27/2024	PLANNING-ORDINANCE 809	010-3410-91330	108.50
HUNTERS SERVICES INC.	355263	09/27/2024	CITY HALL-SERVICE	010-3350-91415	45.00
HUNTERS SERVICES INC.	355264	09/27/2024	PD-SERVICE	010-3350-91415	30.00
HUNTERS SERVICES INC.	355265	09/27/2024	NELSON COMMUNITY SVC-SE...	010-3350-91415	55.00
HUNTERS SERVICES INC.	355267	09/27/2024	MARINA OFFICE-SERVICE	010-3350-91415	30.00
HUNTERS SERVICES INC.	355269	09/27/2024	BURDICK CENTER-SERVICE	010-3350-91415	30.00
HUNTERS SERVICES INC.	355274	09/27/2024	720 MAIN ST-SERVICE (SS HA...	010-3350-91415	65.00
HUNTERS SERVICES INC.	355277	09/27/2024	SENIOR CENTER-SERVICE	010-3350-91415	30.00
HUNTERS SERVICES INC.	355299	09/27/2024	FIRE DEPT-SERVICE	010-3350-91415	60.00
HUNTERS SERVICES INC.	356159	09/27/2024	CITY HALL-RODENT CONTROL	010-3350-91415	100.00
HUNTERS SERVICES INC.	356197	09/27/2024	MARINA OFFICE-RODENT CO...	010-3350-91415	100.00
PARTNERS PERSONNEL MAN...	500342026	09/27/2024	BLDG-TEMP WORKER WEEK E...	010-3310-90125	1,015.00
VERIZON WIRELESS	9973502307	09/27/2024	PW-MOBILE SVC 8/11/24-9/1...	010-3350-91310	41.56
VERIZON WIRELESS	9973502307	09/27/2024	PW-MOBILE SVC 8/11/24-9/1...	010-6010-91310	103.36
VERIZON WIRELESS	9973502310	09/27/2024	MOBILE SVC-VARIOUS DEPTS ...	010-1820-91310	24.94
VERIZON WIRELESS	9973502310	09/27/2024	MOBILE SVC-VARIOUS DEPTS ...	010-1830-91310	16.62
VERIZON WIRELESS	9973502310	09/27/2024	MOBILE SVC-VARIOUS DEPTS ...	010-2326-91310	41.56
VERIZON WIRELESS	9973502310	09/27/2024	MOBILE SVC-VARIOUS DEPTS ...	010-3410-91310	51.68
VERIZON WIRELESS	9973502310	09/27/2024	MOBILE SVC-VARIOUS DEPTS ...	010-3505-91310	41.56
VERIZON WIRELESS	9973502312	09/27/2024	REC/MARINA/HSG-MOBILE S...	010-8610-91310	274.36
VERIZON WIRELESS	9973502313	09/27/2024	COUNCIL-MOBILE SVC 8/11/2...	010-1010-91310	228.04
VERIZON WIRELESS	9973502314	09/27/2024	FIRE-MOBILE SVC 8/11/24-9/1...	010-2600-91310	1,296.76
VERIZON WIRELESS	9973691175	09/27/2024	FIRE-MOVILE SVC FOR IPADS 8...	010-2600-91310	369.41
JANICE K. KOCH	FY24-07	09/27/2024	HR-CLASSIFICATION WORK JU...	010-1750-91140	1,007.25
Fund 010 - GENERAL FUND Total:					928,484.08
Fund: 050 - 4TH OF JULY EVENTS					
CRESCO EQUIPMENT RENTALS	6187405-0001	09/20/2024	REC-GAS CART & LIGHT TOWE...	050-8815-91465	1,562.68
Fund 050 - 4TH OF JULY EVENTS Total:					1,562.68
Fund: 052 - EVENTS-OTHERS					
JOSEFINA EDITH ACEVEDO	2473	09/06/2024	WATERFRONT MUSIC SERIES	052-8817-91140	600.00
ROBERT BELL SR.	27	09/06/2024	GUARDS FOR NELSON & WAT...	052-8817-91140	407.00
TIME BANDITS	REISSUEX2	09/13/2024	SATURDAY MUSIC AT THE WA...	052-8817-91140	2,400.00
US BANK	08222420	08/22/2024	HULL-PAYPAL-BAND SERVICES	052-8817-91140	700.00
US BANK	08222422	08/22/2024	HULL-CANVA-SUBSCRIPTION ...	052-8817-91435	119.40
US BANK	08222423	08/22/2024	HULL-SIGNS ON THE CHEAP-E...	052-8817-91330	270.72

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US BANK	08222460	08/22/2024	PANTOJA-SMART & FINAL-NAT..	052-8817-91435	278.85
US BANK	08222461	08/22/2024	PANTOJA-SMART & FINAL-NAT..	052-8817-91435	32.95
US BANK	08222474	08/22/2024	SINGLEY-RALEYS-WATER FOR ...	052-8817-91435	4.69
US BANK	082224759	08/22/2024	PANTOJA-SAMS CLUB-NAT NI...	052-8817-91435	279.04
US BANK	08222476	08/22/2024	SINGLEY-WALMART-WATER &...	052-8817-91435	64.87
US BANK	08222477	08/22/2024	SINGLEY-DOLLAR TREE-SOAP ...	052-8817-91435	5.42
AMAZON CAPITAL SERVICES	1G7V-GQC6-M36W	09/20/2024	REC-POP UP CANOPY TENT	052-8817-91435	238.36
CLEAR IMAGE SIGN COMPANY	24028	09/27/2024	BANNERS FOR CAR SHOW & D...	052-8817-91435	1,131.46
JOSEFINA EDITH ACEVEDO	2501	09/27/2024	SOUND SERVICES-SUISUN CAR...	052-8817-91140	600.00
SWANK MOTION PICTURES INC	DB 3737810	09/27/2024	FRIDAY MOVIE NIGHT-ELEME...	052-8817-91431	490.00
Fund 052 - EVENTS-OTHERS Total:					7,622.76
Fund: 105 - ALL GAS TAXES					
PG&E	09062400	09/06/2024	8948887002-6	105-6320-91515	97.25
PG&E	09062401	09/06/2024	4198887306-7	105-6320-91515	71.37
PG&E	09062402	09/06/2024	9087311605-8	105-6320-91515	88.80
MCKENZIE HARDWARE-PW	362144	09/06/2024	PW-RAKES	105-6320-91435	65.00
MCKENZIE HARDWARE-PW	362185	09/06/2024	PW-WASP SPRAY	105-6320-91435	21.63
MCKENZIE HARDWARE-PW	362210	09/06/2024	PW-ELECTRICAL PARTS	105-6320-91435	19.04
MCKENZIE HARDWARE-PW	362213	09/06/2024	PW-MISC SUPPLIES	105-6320-91435	63.01
MCKENZIE HARDWARE-PW	362227	09/06/2024	PW-TRASH BAGS	105-6320-91435	36.83
MCKENZIE HARDWARE-PW	362243	09/06/2024	PW-TRASH BAGS	105-6320-91435	32.49
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	105-6320-90322	31.40
SOLANO TRANS AUTHORITY	FY2024-25 SUISUN	09/13/2024	ANNUAL MEMBERSHIP FEE F...	105-6320-93220	18,925.00
BEAR ELECTRICAL SOLUTION, ...	23111	09/20/2024	WALTERS ROAD STREETLIGHT...	105-6320-91435	4,300.00
CED FAIRFIELD	8850-1018941	09/20/2024	PW-LIGHT BULBS & FUSES	105-6320-91435	207.66
PG&E	09272402	09/27/2024	4332920511-6	105-6320-91515	99.29
PG&E	09272403	09/27/2024	4270580094-6	105-6320-91515	112.80
PG&E	09272404	09/27/2024	8552981927-9	105-6320-91515	104.49
PG&E	09272405	09/27/2024	9147167255-9	105-6320-91515	75.38
Fund 105 - ALL GAS TAXES Total:					24,351.44
Fund: 115 - TRANS.CIP FUNDS					
BEAM GLOGAL	INV1376	09/13/2024	SOLAR EV CHARGING STATION	115-9889-96310	104,123.79
QUIMU CONTRACTING INC.	2932	09/20/2024	PW-SIDEWALK GAP CLOSURE ...	115-04599	-3,680.83
QUIMU CONTRACTING INC.	2932	09/20/2024	PW-SIDEWALK GAP CLOSURE ...	115-9898-96310	73,616.50
BELLECCI & ASSOCIATES, IN	240027-06	09/27/2024	PED SAFETY ENHANCEMENT-...	115-9902-96210	4,845.50
BELLECCI & ASSOCIATES, IN	240028-06	09/27/2024	T-INTERSECT MEDIAN SAFETY ...	115-9904-96210	520.00
Fund 115 - TRANS.CIP FUNDS Total:					179,424.96
Fund: 117 - TRAIN DEPOT O&M					
CODE THREE FIRE & SAFETY	241110	09/13/2024	TRAIN DEPOT-FIRE EXTINGUIS...	117-3355-91435	34.00
ALARMTECH SECURITY SYSTEM	213552	09/20/2024	TRAIN STATION-SUPERVISED F...	117-3355-91435	62.00
HUNTERS SERVICES INC.	353134	09/20/2024	TRAIN DEPOT-SERVICE	117-3355-91415	30.00
HUNTERS SERVICES INC.	354009	09/20/2024	CAFE @ TRAIN STATION-SERV...	117-3355-91415	35.00
HUNTERS SERVICES INC.	354010	09/20/2024	CAFE @ TRAIN STATION-ROD...	117-3355-91415	45.00
HUNTERS SERVICES INC.	355268	09/27/2024	TRAIN DEPOT-SERVICE	117-3355-91415	30.00
HUNTERS SERVICES INC.	356160	09/27/2024	CAFE @ TRAIN STATION-SERV...	117-3355-91415	35.00
HUNTERS SERVICES INC.	356161	09/27/2024	CAFE @ TRAIN STATION-ROD...	117-3355-91415	45.00
Fund 117 - TRAIN DEPOT O&M Total:					316.00
Fund: 120 - OSSIP					
FEHR & PEERS	178752	09/27/2024	RAILROAD AVE REALIGNMENT...	120-04599	-3,326.45
FEHR & PEERS	178752	09/27/2024	RAILROAD AVE REALIGNMENT...	120-6515-93310	33,264.53
Fund 120 - OSSIP Total:					29,938.08
Fund: 130 - REFUSE/AB939					
ALESHIRE & WYNDER, LLP	88812	09/13/2024	PRO SVCS-REFUSE	130-6030-91110	2,251.70
ROUTEWARE, INC.	INV-032769	09/13/2024	FY25 RENEWAL, TRACKS SB 1...	130-6030-91305	28,483.68
Fund 130 - REFUSE/AB939 Total:					30,735.38
Fund: 142 - BOATING SAFETY					
ENTERPRISE FLEET MANAGE...	DM0000765	09/09/2024	ENTERPRISE LEASES - PW/INV...	142-2405-91430	808.92
FLYERS ENERGY, LLC	3980524	09/13/2024	PD, FIRE, HSG-GAS USAGE 8/1...	142-2405-91445	168.69

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US BANK	08222402	08/22/2024	SZMURLO-AMAZON-PD BOAT ...	142-2405-91435	24.92
Fund 142 - BOATING SAFETY Total:					1,002.53
Fund: 167 - ARP-AMER RESCUE					
TYLER TECHNOLOGIES, INC.	025-477037	09/06/2024	UAT TESTING RE-CONFIGURAT...	167-1917-96440	130.00
KEI 2 TECHNOLOGY LLC	1267-2	09/06/2024	EQUIPMENT FOR COUNCIL C...	167-1917-93111	7,400.55
TYLER TECHNOLOGIES, INC.	025-477501	09/20/2024	UAT TESTING RE-CONFIGURAT...	167-1917-96440	1,625.00
TYLER TECHNOLOGIES, INC.	025-478694	09/20/2024	EPL PROJECT MANAGEMENT ...	167-1917-96440	3,185.00
INFINITY TECHNOLOGIES	2832	09/20/2024	GIS SUPPORT SERVICES-AUGU...	167-1917-96440	4,160.00
SHELTER SOLANO, INC.	AUG-2024	09/20/2024	PD-3 SHELTER BEDS	167-6017-91435	8,550.00
TPX COMMUNICATIONS	181308484-0	09/27/2024	NEW PHONE SYSTEM-RECURR...	167-1917-93111	1,218.95
Fund 167 - ARP-AMER RESCUE Total:					26,269.50
Fund: 171 - PROP 49 GRANT					
US BANK	082224100	08/22/2024	BELK-CYPHERWORXASP STAFF...	171-8651-91435	927.00
US BANK	082224157	08/22/2024	MCHENRY-JUMPITY BUMPITY...	171-8651-91435	613.46
US BANK	082224160	08/22/2024	MCHENRY-FSP NAPA-CAMP FI...	171-8651-91435	999.00
US BANK	08222494	08/22/2024	BELK-GROCERY OUTLET-SUM...	171-8651-91435	11.78
US BANK	08222499	08/22/2024	BELK-CYPHERWORX-ASP STAF...	171-8651-91435	370.80
AMAZON CAPITAL SERVICES	167X-YFWJ-LQM3	09/20/2024	REC-ASP SUPPLIES	171-8651-91435	999.55
AMAZON CAPITAL SERVICES	176J-H1F6-MWCX	09/20/2024	REC-ACTIVITY SUPPLIES	171-8651-91435	155.96
AMAZON CAPITAL SERVICES	1LFV-PQLC-NLF1	09/20/2024	REC-MISC SUPPLIES	171-8651-91435	567.74
AMAZON CAPITAL SERVICES	1NRY-NNVV-NRRV	09/20/2024	REC-FLAG FOOTBALL & DODGE..	171-8651-91435	100.36
AMAZON CAPITAL SERVICES	1QHF-TMVH-JK66	09/20/2024	REC-ACTIVITY SUPPLIES	171-8651-91435	454.87
AMAZON CAPITAL SERVICES	1TQK-793X-MDDN	09/20/2024	REC-CRESCENT ASP SUPPLIES	171-8651-91435	45.48
VERIZON WIRELESS	9973502312	09/27/2024	REC/MARINA/HSG-MOBILE S...	171-8650-91310	46.56
VERIZON WIRELESS	9973502312	09/27/2024	REC/MARINA/HSG-MOBILE S...	171-8650-91310	93.12
Fund 171 - PROP 49 GRANT Total:					5,385.68
Fund: 185 - SEWER MAINTENANCE					
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	185-6310-90322	15.70
VALLEY TREE SERVICE	2024-87	09/13/2024	ER REMOVAL, FALLEN TREE, ...	185-6310-91431	6,663.75
Fund 185 - SEWER MAINTENANCE Total:					6,679.45
Fund: 189 - Prop.64 Grant -State					
VICTORIA GARRISON	5	09/13/2024	REC-PAL COOKING CLASS-10/...	189-8659-91431	1,575.00
US BANK	082224154	08/22/2024	MCHENRY-DOLLAR TREE-PAL ...	189-8659-91435	2.71
US BANK	082224155	08/22/2024	MCHENRY-RALEYS-PAL COOKI...	189-8659-91435	68.51
US BANK	082224156	08/22/2024	MCHENRY-HURRHARBOR-CIT ...	189-8659-91435	245.00
US BANK	082224158	08/22/2024	MCHENRY-FANDANGO-PAL ...	189-8659-91435	202.52
US BANK	082224159	08/22/2024	MCHENRY-REG FFLD-PAL MOV..	189-8659-91435	79.20
US BANK	082224161	08/22/2024	MCHENRY-FSP NAPA-CAMP FI...	189-8659-91431	626.00
US BANK	082224162	08/22/2024	MCHENRY-AMERICAN RED CR...	189-8659-91435	266.00
US BANK	082224163	08/22/2024	MCHENRY-WALMART-PAL CO...	189-8659-91435	49.07
US BANK	082224164	08/22/2024	MCHENRY-HURRHARBOR-CIT ...	189-8659-91435	30.00
US BANK	082224165	08/22/2024	MCHENRY-HURRHARBOR-CIT ...	189-8659-91435	99.80
US BANK	082224166	08/22/2024	MCHENRY-SPERO-CODING E...	189-8659-91435	238.73
US BANK	082224167	08/22/2024	MCHENRY-SAMS CLUB-SNACK...	189-8659-91435	237.36
US BANK	08222417	08/22/2024	DOWNEY-SOUTHWEST-FLIGHT..	189-8659-90501	309.96
AMAZON CAPITAL SERVICES	1TWR-KYC1-L6RG	09/20/2024	REC-ACTIVITY SUPPLIES	189-8659-91435	475.72
Fund 189 - Prop.64 Grant -State Total:					4,505.58
Fund: 190 - DRAINAGE MAINT					
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	190-6315-90322	7.85
OLDCASTLE INFRASTRUCTURE-	S033737	09/13/2024	ENG-FLO GARD CATCH BASIN ...	190-6315-91431	2,342.49
PG&E	09202412	09/20/2024	1341287179-3	190-6315-91510	24.64
Fund 190 - DRAINAGE MAINT Total:					2,374.98
Fund: 205 - PG&E OBF					
PG&E	09202401	09/20/2024	5833394946-7 & OBF LOAN	205-7505-94110	1,648.63
Fund 205 - PG&E OBF Total:					1,648.63
Fund: 302 - Park Improvements					
US BANK	08222414	08/22/2024	MORA-LOWE'S-STORAGE SHE...	302-9919-96210	4,494.72
WABO LANDSCAPE & CONST...	936-BILL-01	09/27/2024	REC-PROSPERITY GARDEN CO...	302-04599	-19,050.54

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WABO LANDSCAPE & CONST...	936-BILL-01	09/27/2024	REC-PROSPERITY GARDEN CO...	302-9919-96310	381,010.85
Fund 302 - Park Improvements Total:					366,455.03
Fund: 312 - POLICE FACILITY					
AT&T	082324	09/06/2024	PD-MOTOROLA RADIO PROJE...	312-9992-93121	2,084.22
AT&T	22303788	09/27/2024	PD-PUBLIC SAFETY TELECOM ...	312-9992-93121	872.22
Fund 312 - POLICE FACILITY Total:					2,956.44
Fund: 314 - MUNI VEH/EQUIP					
CLEARGOV, INC.	2024-15197	09/13/2024	BUDGET SOFTWARE ACCESS	314-9991-93130	20,767.12
Fund 314 - MUNI VEH/EQUIP Total:					20,767.12
Fund: 320 - CAP IMPROV FEES					
INTERACTIVE RESOURCES, IN	184224	09/13/2024	HARBOR THEATER SAFETY AS...	320-6510-93310	4,434.40
Fund 320 - CAP IMPROV FEES Total:					4,434.40
Fund: 420 - LAWLER-MAINT					
MCKENZIE HARDWARE-PW	362198	09/06/2024	PW-IRRIGATION PARTS	420-6425-91435	9.73
MCKENZIE HARDWARE-PW	362258	09/06/2024	PW-PAINT	420-6425-91435	36.07
SOLITUDE LAKE MANAGEMENT	PSI104780	09/13/2024	MONTHLY MAINTENANCE OF ...	420-6425-91420	800.00
PG&E	09202409	09/20/2024	8709494497-9	420-6425-91515	821.38
PG&E	09272409	09/27/2024	0644141019-5	420-6425-91515	39.47
PG&E	09272414	09/27/2024	9395902210-9	420-6425-91510	4.60
PG&E	09272415	09/27/2024	9395903253-8	420-6425-91510	4.60
PG&E	09272416	09/27/2024	9395904296-6	420-6425-91510	4.60
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	420-6425-91357	733.26
Fund 420 - LAWLER-MAINT Total:					2,453.71
Fund: 422 - MARINA VILL MAD					
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	422-6423-91357	144.03
Fund 422 - MARINA VILL MAD Total:					144.03
Fund: 425 - BLOSSOM MAD					
PG&E	09202410	09/20/2024	0238568480-4	425-6430-91515	17.84
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	425-6430-91357	178.26
Fund 425 - BLOSSOM MAD Total:					196.10
Fund: 430 - HERITAGE MAD					
PG&E	09062406	09/06/2024	6865550673-8	430-6435-91515	117.03
MCKENZIE HARDWARE-PW	362128	09/06/2024	PW-STAPLE GUN	430-6435-91435	61.75
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	430-6435-91357	494.93
Fund 430 - HERITAGE MAD Total:					673.71
Fund: 435 - MTBELLO-MAINT					
PG&E	09062407	09/06/2024	2107672764-9	435-6440-91515	182.90
PG&E	09202401	09/20/2024	5833394946-7 & OBF LOAN	435-6440-91515	591.97
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	435-6440-91357	360.78
Fund 435 - MTBELLO-MAINT Total:					1,135.65
Fund: 445 - PETERSON-MAINT					
PG&E	09132400	09/13/2024	1456836734-7	445-6445-91515	1,316.76
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	445-6445-91357	398.39
Fund 445 - PETERSON-MAINT Total:					1,715.15
Fund: 446 - PETERSON-CFD					
NBS GOVT FINANCE GROUP	202409-3283	09/27/2024	CFD #1 & #5 & 5-TZ #1	446-6446-91357	842.80
Fund 446 - PETERSON-CFD Total:					842.80
Fund: 448 - RAILROAD AVE-AD					
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	448-6456-91357	124.63
Fund 448 - RAILROAD AVE-AD Total:					124.63
Fund: 449 - VIC HAR-DREDGE					
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	449-6449-91357	71.12
Fund 449 - VIC HAR-DREDGE Total:					71.12
Fund: 453 - VIC.HAR.ZONE-A					
MCKENZIE HARDWARE-PW	362242	09/06/2024	PW-TRASH BAGS	453-6453-91435	55.24

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NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	453-6453-91357	71.12
				Fund 453 - VIC.HAR.ZONE-A Total:	126.36
Fund: 454 - VIC.HAR.ZONE-B					
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	454-6454-91357	71.12
				Fund 454 - VIC.HAR.ZONE-B Total:	71.12
Fund: 455 - VIC.HAR.ZONE-C					
PG&E	09202404	09/20/2024	9622407317-9	455-6455-91510	43.21
PG&E	09202405	09/20/2024	3611998336-3	455-6455-91510	160.74
PG&E	09202408	09/20/2024	9885875157-5	455-6455-91510	344.23
PG&E	09272401	09/27/2024	0458895217-8	455-6455-91515	9.85
PG&E	09272407	09/27/2024	1330754740-9	455-6455-91510	4.63
PG&E	09272410	09/27/2024	3271243624-8	455-6455-91510	168.17
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	455-6455-91357	71.12
				Fund 455 - VIC.HAR.ZONE-C Total:	801.95
Fund: 458 - VIC HAR-ZONE E					
VALLEY TREE SERVICE	2024-87	09/13/2024	ER REMOVAL, FALLEN TREE, ...	458-6458-91431	2,221.25
VALLEY TREE SERVICE	2024-91	09/13/2024	TREE MAINTENANCE 702 CAT...	458-6458-91431	1,155.00
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	458-6458-91357	71.12
				Fund 458 - VIC HAR-ZONE E Total:	3,447.37
Fund: 459 - VIC HAR-ZONE F					
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	459-6459-91357	71.12
SUULUTAAQ, INC.	PO#2203	09/27/2024	PW-VICTORY WAY LANDSCAPE..	459-04599	5,809.70
				Fund 459 - VIC HAR-ZONE F Total:	5,880.82
Fund: 460 - HWY12 LANDSCAPE					
CALIFORNIA HWY ADOPTION C	924143	09/13/2024	LITTER SVC-HWY 12 MILEAGE...	460-6326-91431	250.00
CALIFORNIA HWY ADOPTION C	924142	09/27/2024	LITTER SVC-HWY 12 MILEAGE...	460-6326-91431	320.00
				Fund 460 - HWY12 LANDSCAPE Total:	570.00
Fund: 461 - SUISUN CFD#2					
NBS GOVT FINANCE GROUP	202406-2744	09/13/2024	QRTRLY ADMIN FEES CFD2,3&...	461-6461-91357	1,353.75
NBS GOVT FINANCE GROUP	202408-2967	09/13/2024	CONSULT SVCS-BLOSSOM APT...	461-04682	72.41
DAILY REPUBLIC	300140816	09/13/2024	COUNCIL-RESOLUTION OF INT...	461-04682	108.50
NBS GOVT FINANCE GROUP	202409-3284	09/27/2024	QUARTERLY ADMIN OF CFD#...	461-6461-91357	1,358.50
				Fund 461 - SUISUN CFD#2 Total:	2,893.16
Fund: 462 - MCCOY CREEK TZ2					
NBS GOVT FINANCE GROUP	202406-2744	09/13/2024	QRTRLY ADMIN FEES CFD2,3&...	462-6462-91357	312.75
NBS GOVT FINANCE GROUP	202409-3260	09/27/2024	QUARTERLY ADMIN FEES LLD ...	462-6462-91357	124.28
NBS GOVT FINANCE GROUP	202409-3284	09/27/2024	QUARTERLY ADMIN OF CFD#...	462-6462-91357	313.25
				Fund 462 - MCCOY CREEK TZ2 Total:	750.28
Fund: 465 - AMBERWOOD TZ1					
NBS GOVT FINANCE GROUP	202406-2744	09/13/2024	QRTRLY ADMIN FEES CFD2,3&...	465-6465-91357	312.75
NBS GOVT FINANCE GROUP	202409-3284	09/27/2024	QUARTERLY ADMIN OF CFD#...	465-6465-91357	313.25
				Fund 465 - AMBERWOOD TZ1 Total:	626.00
Fund: 466 - PETERSON TZ3					
NBS GOVT FINANCE GROUP	202406-2744	09/13/2024	QRTRLY ADMIN FEES CFD2,3&...	466-6466-91357	314.75
NBS GOVT FINANCE GROUP	202409-3284	09/27/2024	QUARTERLY ADMIN OF CFD#...	466-6466-91357	318.00
				Fund 466 - PETERSON TZ3 Total:	632.75
Fund: 467 - SUMMERWOOD TZ5					
NBS GOVT FINANCE GROUP	202406-2744	09/13/2024	QRTRLY ADMIN FEES CFD2,3&...	467-6467-91357	313.25
NBS GOVT FINANCE GROUP	202409-3284	09/27/2024	QUARTERLY ADMIN OF CFD#...	467-6467-91357	314.25
				Fund 467 - SUMMERWOOD TZ5 Total:	627.50
Fund: 468 - WALMART TZ6					
SOLANO DIVERSIFIED SERVIC	23-0686	09/06/2024	WALTERS RD TRASH PICK UP ...	468-6468-91431	173.00
NBS GOVT FINANCE GROUP	202406-2744	09/13/2024	QRTRLY ADMIN FEES CFD2,3&...	468-6468-91357	312.75
NBS GOVT FINANCE GROUP	202409-3284	09/27/2024	QUARTERLY ADMIN OF CFD#...	468-6468-91357	313.25
				Fund 468 - WALMART TZ6 Total:	799.00

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Fund: 469 - SUISUN CFD NO.3					
NBS GOVT FINANCE GROUP	202406-2744	09/13/2024	QTRTRY ADMIN FEES CFD2,3&...	469-6469-91357	812.75
NBS GOVT FINANCE GROUP	202409-3284	09/27/2024	QUARTERLY ADMIN OF CFD#...	469-6469-91357	829.50
Fund 469 - SUISUN CFD NO.3 Total:					1,642.25
Fund: 470 - CFD-5 Tax Zone1					
NBS GOVT FINANCE GROUP	202409-3283	09/27/2024	CFD #1 & #5 & 5-TZ #1	470-6470-91357	1,343.59
Fund 470 - CFD-5 Tax Zone1 Total:					1,343.59
Fund: 506 - SSWA CONNECTION					
WEST YOST & ASSOCIATES, INC	2058819	09/13/2024	SSWA WATER MASTER PLAN-...	506-5098-91140	498.75
WEST YOST & ASSOCIATES, INC	2059289	09/13/2024	SSWA WATER MASTER PLAN-...	506-5098-91140	4,506.50
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	506-5098-91140	4,238.42
Fund 506 - SSWA CONNECTION Total:					9,243.67
Fund: 507 - SSWA OPER FUND					
ASSISTANCE PLUS	52540	09/06/2024	UB-PROCESS WATER STTEME...	507-5076-91325	968.70
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	507-5075-77610	-6,855.34
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	507-5076-91335	700.00
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	507-5078-91140	24,932.97
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	507-5080-91140	242,428.20
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	507-5081-91140	47,545.28
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	507-5082-91140	251,893.76
PG&E	09272412	09/27/2024	7340553288-5	507-5078-91510	24.64
Fund 507 - SSWA OPER FUND Total:					561,638.21
Fund: 510 - SSWA REPLACEMENT					
CORONA ENVIRONMENTAL C...	U-8399	09/13/2024	SSWA-PROJECT DBP STUDY PH...	510-5073-91140	18,640.00
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	510-5073-93140	25,931.98
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	510-5231-96310	2,220.00
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	510-5255-96310	813.15
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	510-5256-96310	12,632.53
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	510-5295-96310	355.20
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	510-5296-96310	720.66
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	510-5300-96310	6,769.76
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	510-5300-96310	537.62
Fund 510 - SSWA REPLACEMENT Total:					68,620.90
Fund: 512 - 2019 BOND PROCE					
KJELDTSEN, SINNOCK & NEUDE	37799	09/13/2024	SSWA-CEMENT HILL TANK 2 R...	512-5425-96310	29,451.25
SOLANO IRRIGATION DIST	0043681	09/27/2024	MONTHLY BILLING JULY 2024	512-5425-96310	4,706.40
KJELDTSEN, SINNOCK & NEUDE	38201	09/27/2024	SSWA-CEMENT HILL TANK 2A ...	512-5425-96310	70,714.97
KJELDTSEN, SINNOCK & NEUDE	38399	09/27/2024	SSWA-CEMENT HILL TANK 2A ...	512-5425-96310	39,740.30
Fund 512 - 2019 BOND PROCE Total:					144,612.92
Fund: 705 - VEH/EQUIP-MAINT					
GRN VLY ALOHA SAW & MOW...	85132	09/06/2024	PW-MOWER PARTS	705-6380-91440	251.45
GRN VLY ALOHA SAW & MOW...	85358	09/06/2024	PW-CHAIN SAW REPAIR	705-6380-91430	78.75
GRN VLY ALOHA SAW & MOW...	85358	09/06/2024	PW-CHAIN SAW REPAIR	705-6380-91440	7.20
GRN VLY ALOHA SAW & MOW...	85359	09/06/2024	PW-WEED TRIMMER REPAIR	705-6380-91430	87.50
GRN VLY ALOHA SAW & MOW...	85359	09/06/2024	PW-WEED TRIMMER REPAIR	705-6380-91440	54.09
EAST BAY TIRE CO	2072010	09/13/2024	PW-FLAT REPAIR, BACKHOE	705-6380-91430	59.00
EAST BAY TIRE CO	2072010	09/13/2024	PW-FLAT REPAIR, BACKHOE	705-6380-91440	7.50
TURF STAR INC	INV040789	09/13/2024	PW-LATE CHARGES	705-6380-91430	5.16
HOLT OF CALIFORNIA	PS011161100	09/13/2024	PW-TUBE AS	705-6380-91440	447.97
HOLT OF CALIFORNIA	PS011161101	09/13/2024	PW-TUBE AS	705-6380-91440	447.97
US BANK	082224123	08/22/2024	GELUZ-ZIP THRU-PWE CAR W...	705-6380-91430	55.85
RAMOS OIL COMPANY, INC	150917	09/20/2024	PW-RED DYED R99 RENEW DI...	705-6380-91445	959.08
RAMOS OIL COMPANY, INC	155831	09/20/2024	PW-RED DYED R99 RENEW DI...	705-6380-91445	921.99
Fund 705 - VEH/EQUIP-MAINT Total:					3,383.51
Fund: 706 - VEH/EQU-RPLCMT					
ENTERPRISE FLEET MANAGE...	DM0000765	09/09/2024	ENTERPRISE LEASES - PW/INV...	706-6385-91308	4,046.35
Fund 706 - VEH/EQU-RPLCMT Total:					4,046.35

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Fund: 710 - NETWORK MAINT.					
AT&T	22195737	09/06/2024	707-429-3758	710-3320-91310	14.88
SITEIMPROVE, INC.	4423-REISSUE	09/06/2024	CONTRACT WEBSITE SUPPORT...	710-3320-91305	3,656.25
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	710-3320-90322	47.10
COMCAST	082424	09/13/2024	HIGH SPEEDINTERNET 8/29/24..	710-3320-91310	158.52
DELL FINANCIAL SVCS LLC	3601761	09/13/2024	COMPUTER LEASE 10/5/24-11...	710-3320-91307	716.35
US BANK	08222406	08/22/2024	ROBERTS-FLOWROUTE-SOFT...	710-3320-91435	40.00
ALLIED NETWORK SOLUTIONS,	0236535-IN	09/20/2024	IT-ACROBAT PRO LICENSE 1 N...	710-3320-91305	170.00
ALLIED NETWORK SOLUTIONS,	0236556-IN	09/20/2024	IT-ACROBAT PRO LICENSE 1 N...	710-3320-91305	85.00
COMCAST	216196884	09/20/2024	ETHERNET SERVICE THROUGH...	710-3320-91310	789.22
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	710-3320-91310	38.01
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	710-3320-91310	6.23
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	710-3320-91310	46.56
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	710-3320-91310	45.71
Fund 710 - NETWORK MAINT. Total:					5,813.83

Fund: 712 - DISPATCH -P/S					
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	712-2312-90322	157.00
DEBORAH FAYE LOPEZ	090424	09/13/2024	PD-BACKGROUND INVESTIGAT..	712-2312-90500	825.00
AMAZON CAPITAL SERVICES	13WW-1WY1-4J9H	09/13/2024	PD-TALL KITCHEN PANTRY ST...	712-2312-93110	260.08
AMAZON CAPITAL SERVICES	1N6X-DKHN-6MT9	09/13/2024	PD-MAGNETIC WHITE BOARD...	712-2312-93110	104.92
LEXISNEXIS COPLOGIC SOLUT	806829-20240831	09/13/2024	PD-DESKOFFICER ONLINE REP...	712-2312-91305	988.80
US BANK	082224136	08/22/2024	KENT-HARRAHS-HOTEL DEPOS...	712-2312-90501	112.86
US BANK	082224137	08/22/2024	KENT-HARRAHS-HOTEL DEPOS...	712-2312-90501	112.86
AMAZON CAPITAL SERVICES	1LDY-L96K-6D9W	09/27/2024	PD-TV	712-2312-93110	274.76
VERIZON WIRELESS	9973502306	09/27/2024	PD-MOBILE SVC 8/11/24-9/10...	712-2312-91305	2,472.79
VERIZON WIRELESS	9973691174	09/27/2024	PD-MOBILE SVC 8/13/24-9/12...	712-2312-91305	114.03
Fund 712 - DISPATCH -P/S Total:					5,423.10

Fund: 713 - PW MAINT-I.S.					
AT&T-1714, 7335	082324	09/06/2024	VARIOUS PW PHONE BILLS	713-6395-91310	120.24
CINTAS CORPORATION #2	4203413288	09/06/2024	PW-UNIFORMS & BUILDING ...	713-6395-91415	33.03
CINTAS CORPORATION #2	4203413288	09/06/2024	PW-UNIFORMS & BUILDING ...	713-6395-91455	391.08
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	713-6395-90322	157.00
ALKAR	1544723	09/13/2024	PW-TEMP WORKERS WE 8/25...	713-6395-90125	9,499.95
ALKAR	1544778	09/13/2024	PW-TEMP WORKERS WE 9/1/...	713-6395-90125	6,978.51
LINDE GAS & EQUIPMENT, IN	44717876	09/13/2024	PW-UND ACETYLENE & IND H...	713-6395-91435	169.57
IN HOUSE LEASING, INCORPO	4827	09/13/2024	VARIOUS DEPTS-COPIER LEASE..	713-6395-91325	108.30
US BANK	08222410	08/22/2024	HERROD-STAPLES-COFFEE	713-6395-91300	37.79
US BANK	08222411	08/22/2024	HERROD-WALMART-NAT NIG...	713-6395-91435	56.03
US BANK	08222412	08/22/2024	HERROD-PARTY CITY-NAT NIG...	713-6395-91435	183.15
PG&E	09202403	09/20/2024	8851579248-4	713-6395-91510	15.36
THE UPS STORE #5284	10491	09/20/2024	PW-LIVESCAN-CLARK	713-6395-90500	35.00
ALKAR	1544839	09/20/2024	PW-TEMP WORKERS WE 9/8/...	713-6395-90125	6,068.25
AMAZON CAPITAL SERVICES	1FVD-TPKV-P4FG	09/20/2024	PWM-FIELD SUPPLIES	713-6395-91435	203.19
READYREFRESH BY NESTLE	24I2770400014	09/20/2024	PW-IRRIGAT	713-6395-91435	279.08
J.J.R. ENTERPRISES, INC	4170895	09/20/2024	COPIER USAGE VARIOUS DEPT...	713-6395-91325	33.86
CINTAS CORPORATION #2	4204151857	09/20/2024	PW-UNIFORMS & BUILDING ...	713-6395-91415	33.03
CINTAS CORPORATION #2	4204151857	09/20/2024	PW-UNIFORMS & BUILDING ...	713-6395-91455	509.96
CINTAS CORPORATION #2	4204922694	09/20/2024	PW-UNIFORMS & BUILDING ...	713-6395-91415	33.03
CINTAS CORPORATION #2	4204922694	09/20/2024	PW-UNIFORMS & BUILDING ...	713-6395-91455	419.28
CINTAS CORPORATION #2	5229167652	09/20/2024	CORP YARD-REPLENISH FIRST ...	713-6395-91455	106.73
AIRGAS USA, LLC	5510724638	09/20/2024	PW-CYLINDER RENTALS	713-6395-91435	296.94
DEPARTMENT OF JUSTICE	753517	09/20/2024	FINGERPRINTS-PD, PW, REC, ...	713-6395-90500	128.00
PG&E	09272406	09/27/2024	3779395231-0	713-6395-91510	46.28
VERIZON WIRELESS	9973502307	09/27/2024	PW-MOBILE SVC 8/11/24-9/1...	713-6395-91310	799.64
JOHN BRYAN	SEPT'24	09/27/2024	PW-REIMBURSE EXPENSES FR...	713-6395-90501	81.49
Fund 713 - PW MAINT-I.S. Total:					26,823.77

Fund: 715 - LIAB INS RESERV					
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	715-1770-90322	15.70
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	715-1770-91310	15.45

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PLAN JPA	PLAN-0152	09/20/2024	GENERAL LIABILITY CLAIMS-A...	715-1770-91925	3,662.86
Fund 715 - LIAB INS RESERV Total:					3,694.01
Fund: 750 - WRKERS COMP INS					
ATHENS INSURANCE SERVICE,	36804	09/06/2024	MONTHLY FEE-SEPTEMBER 20...	750-1780-91140	2,582.58
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	750-1780-90322	32.97
ATHENS INSURANCE SERVICE,	120	09/13/2024	REPLENISHMENT WORKERS' ...	750-1780-91925	14,194.49
US BANK	08222404	08/22/2024	ROBERTS-UPLIFT DESK-ERGO ...	750-1780-93110	1,808.78
AMAZON CAPITAL SERVICES	1QHF-TMVH-M3TX	09/20/2024	WATER BOTTLES FOR WELLNE...	750-1780-90355	917.16
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	750-1780-91310	14.99
ATHENS INSURANCE SERVICE,	37148	09/27/2024	MONTHLY FEE-OCTOBER 2024	750-1780-91140	2,582.58
Fund 750 - WRKERS COMP INS Total:					22,133.55
Fund: 807 - CBSC- SB1473					
CALIFORNIA BLDG STANDARDS	090924	09/20/2024	CA BLDG STANDARDS COM FE...	807-4807-91250	537.00
Fund 807 - CBSC- SB1473 Total:					537.00
Fund: 830 - SEWR DIST TRUST					
FAIRFIELD-SUISUN SEWER DIS...	DM0000772	09/16/2024	SEWER FEES FOR AUGUST 2024	830-4830-91250	515,293.45
Fund 830 - SEWR DIST TRUST Total:					515,293.45
Fund: 835 - GARBGE CO TRUST					
SOLANO GARBAGE	FY2324	06/30/2024	TAX LEVY COLLECTIONS FY2324	835-4835-91250	241,008.04
Fund 835 - GARBGE CO TRUST Total:					241,008.04
Fund: 901 - SA/ADMIN FUND					
AT&T	22195737	09/06/2024	707-429-3758	901-3511-91310	7.45
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	901-3511-90322	161.71
AT&T	22259697	09/20/2024	707-421-7309	901-3511-91310	225.20
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	901-3511-91310	2.34
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	901-3511-91310	4.16
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	901-3511-91310	6.23
Fund 901 - SA/ADMIN FUND Total:					407.09
Fund: 903 - SA-HOUSING					
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	903-3514-90322	78.50
ALESHIRE & WYNDER, LLP	88811	09/13/2024	PRO SVCS-HOUSING	903-3514-91110	923.80
VERIZON WIRELESS	9973502308	09/20/2024	ADMIN-MOBILE SVC 8/11/24-...	903-3514-91310	4.17
Fund 903 - SA-HOUSING Total:					1,006.47
Fund: 908 - RDA ASSET MGMT					
PG&E	09132401	09/13/2024	5178857298-3:5178857025, 5...	908-3361-91510	33.55
PG&E	09132401	09/13/2024	5178857298-3:5178857025, 5...	908-3361-91510	1,969.54
PG&E	09132401	09/13/2024	5178857298-3:5178857025, 5...	908-3362-91510	9.86
REPUBLIC SERVICES #846	112354759	09/13/2024	GARBAGE SVCS-177 MAIN ST-...	908-3361-91520	316.59
Fund 908 - RDA ASSET MGMT Total:					2,329.54
Fund: 909 - MARINA					
PG&E	09062405	09/06/2024	2156787786-1	909-8910-91510	24.64
AT&T	22195736	09/06/2024	707-429-2628	909-8910-91310	61.08
MCKENZIE HARDWARE-M	362148	09/06/2024	MARINA-BATTERIES & ELECTR...	909-8910-91435	40.07
MCKENZIE HARDWARE-M	362153	09/06/2024	MARINA-DISH SOAP & SPRAY ...	909-8910-91435	11.90
MCKENZIE HARDWARE-M	362216	09/06/2024	MARINA-HARDWARE	909-8910-91435	20.29
REPUBLIC SERVICES #846	112354765	09/13/2024	GARBAGE SVCS-800 KELLOGG ...	909-8910-91520	335.26
REPUBLIC SERVICES #846	112354766	09/13/2024	GARBAGE SVCS-703 B CIVIC C...	909-8910-91520	164.42
REPUBLIC SERVICES #846	112354767	09/13/2024	GARBAGE SVCS-1200 KELLOGG..	909-8910-91520	246.63
SUPERIOR BUILDING SERVICE	45475	09/13/2024	MARINA JANITORIAL SVCS AU...	909-8910-91425	1,060.00
CRESO EQUIPMENT RENTALS	6232232-001	09/13/2024	MARINA-SLIM SCISSORLIFT R...	909-8910-93120	846.66
US BANK	08222421	08/22/2024	HULL-NRPA-NAT REC & PARK ...	909-8910-93220	180.00
PG&E	09202406	09/20/2024	4028664976-5	909-8910-91510	9.90
PG&E	09202407	09/20/2024	9268373134-0	909-8910-91510	1,060.03
AMAZON CAPITAL SERVICES	1MCR-XMK1-PFVC	09/20/2024	MARINA-CLEANING, FIELD & ...	909-8910-91435	267.97
AT&T	22259691	09/20/2024	707-421-1486	909-8910-91310	30.07
AT&T	22259699	09/20/2024	707-421-7313	909-8910-91310	46.03
JAMES LEWIS	082724	09/27/2024	MARINA-KEY DEPOSIT REFUN...	909-8910-74415	40.00
PG&E	09272408	09/27/2024	9226706470-4	909-8910-91510	47.76

Expense Approval Report

Payment Dates: 9/1/2024 - 9/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9973502312	09/27/2024	REC/MARINA/HSG-MOBILE S...	909-8910-91310	46.56
				Fund 909 - MARINA Total:	4,539.27
Fund: 919 - MARINA FUEL					
BOE	DM0000775	09/16/2024	E-SALE AND USE TAX FY23/24 ...	919-04476	248.28
				Fund 919 - MARINA FUEL Total:	248.28
Fund: 932 - SECTION8 CHOICE					
CITY OF SUISUN HOUSING AU...	DM0000751	09/03/2024	TO HOUSING BANK ACCT TO ...	932-01001	347,067.21
				Fund 932 - SECTION8 CHOICE Total:	347,067.21
Fund: 945 - HSG AUTH/ADMIN					
CAL PERS RETIREMENT SYSTEM	DM0000773	09/11/2024	SEPT 2024 PREMIUMS	945-3490-90322	39.25
FLYERS ENERGY, LLC	3980524	09/13/2024	PD, FIRE, HSG-GAS USAGE 8/1...	945-3490-91445	75.56
AT&T	22259701	09/20/2024	707-421-7330	945-3490-91310	114.91
J.J.R. ENTERPRISES, INC	4170918	09/20/2024	PRINTER USAGE VARIOUS DEP...	945-3490-91325	69.16
VERIZON WIRELESS	9973502311	09/20/2024	HOUSING-MOBILE PHONE 8/1...	945-3490-91310	1.32
VERIZON WIRELESS	9973502312	09/27/2024	REC/MARINA/HSG-MOBILE S...	945-3490-91310	41.56
				Fund 945 - HSG AUTH/ADMIN Total:	341.76
Grand Total:					3,640,695.70

Report Summary

Fund Summary

Fund	Payment Amount
010 - GENERAL FUND	928,484.08
050 - 4TH OF JULY EVENTS	1,562.68
052 - EVENTS-OTHERS	7,622.76
105 - ALL GAS TAXES	24,351.44
115 - TRANS.CIP FUNDS	179,424.96
117 - TRAIN DEPOT O&M	316.00
120 - OSSIP	29,938.08
130 - REFUSE/AB939	30,735.38
142 - BOATING SAFETY	1,002.53
167 - ARP-AMER RESCUE	26,269.50
171 - PROP 49 GRANT	5,385.68
185 - SEWER MAINTENANCE	6,679.45
189 - Prop.64 Grant -State	4,505.58
190 - DRAINAGE MAINT	2,374.98
205 - PG&E OBF	1,648.63
302 - Park Improvements	366,455.03
312 - POLICE FACILITY	2,956.44
314 - MUNI VEH/EQUIP	20,767.12
320 - CAP IMPROV FEES	4,434.40
420 - LAWLER-MAINT	2,453.71
422 - MARINA VILL MAD	144.03
425 - BLOSSOM MAD	196.10
430 - HERITAGE MAD	673.71
435 - MTBELLO-MAINT	1,135.65
445 - PETERSON-MAINT	1,715.15
446 - PETERSON-CFD	842.80
448 - RAILROAD AVE-AD	124.63
449 - VIC HAR-DREDGE	71.12
453 - VIC.HAR.ZONE-A	126.36
454 - VIC.HAR.ZONE-B	71.12
455 - VIC.HAR.ZONE-C	801.95
458 - VIC HAR-ZONE E	3,447.37
459 - VIC HAR-ZONE F	5,880.82
460 - HWY12 LANDSCAPE	570.00
461 - SUISUN CFD#2	2,893.16
462 - MCCOY CREEK TZ2	750.28
465 - AMBERWOOD TZ1	626.00
466 - PETERSON TZ3	632.75
467 - SUMMERWOOD TZ5	627.50
468 - WALMART TZ6	799.00
469 - SUISUN CFD NO.3	1,642.25
470 - CFD-5 Tax Zone1	1,343.59
506 - SSWA CONNECTION	9,243.67
507 - SSWA OPER FUND	561,638.21
510 - SSWA REPLACEMENT	68,620.90
512 - 2019 BOND PROCE	144,612.92
705 - VEH/EQUIP-MAINT	3,383.51
706 - VEH/EQU-RPLCMT	4,046.35
710 - NETWORK MAINT.	5,813.83
712 - DISPATCH -P/S	5,423.10
713 - PW MAINT-I.S.	26,823.77
715 - LIAB INS RESERV	3,694.01
750 - WRKERS COMP INS	22,133.55
807 - CBSC- SB1473	537.00
830 - SEWR DIST TRUST	515,293.45
835 - GARBGE CO TRUST	241,008.04
901 - SA/ADMIN FUND	407.09

Fund Summary

Fund	Payment Amount
903 - SA-HOUSING	1,006.47
908 - RDA ASSET MGMT	2,329.54
909 - MARINA	4,539.27
919 - MARINA FUEL	248.28
932 - SECTION8 CHOICE	347,067.21
945 - HSG AUTH/ADMIN	341.76
Grand Total:	3,640,695.70

Account Summary

Account Number	Account Name	Payment Amount
010-01142	PREPAID COPIER EXPEN...	2,422.03
010-04402	FICA/MEDICARE TAX PA...	15,151.96
010-04403	FED WITHHOLDING TAX...	63,573.55
010-04404	STATE WITHHOLDINGS ...	26,376.41
010-04405	ICMA DEFERRED COMP...	23,662.23
010-04408	PAYROLL GARNISHMENT...	276.92
010-04409	SEIU UNION ASSOC DUES..	529.23
010-04410	POLICE OFFICERS ASSOC...	1,520.00
010-04413	PERS RETIRMNT & SURV...	93,832.71
010-04417	STATE DISABILITY INSUR...	3,907.37
010-04422	PARS	2,633.34
010-04423	FIRE UNION DUES	1,116.94
010-04425	SCMPEA DUES	204.00
010-04427	401A Liability Account	1,334.42
010-04449	FSA SECTION 125 PLAN ...	668.80
010-04456	PERS HEALTH BENEFITS ...	141,735.77
010-04459	BUILDING BLOCKS-CAFE...	6,583.29
010-04491	DAMAGE DEP-REC & SR ...	2,948.00
010-04599	Retention-Short Contrac...	-9,771.00
010-04673	SS LOGISTICS CENTER	6,514.40
010-04683	HWY12-PENNSYLVANIA-...	6,514.40
010-1010-90501	TRAVEL TRAINING	574.49
010-1010-91300	Office Supplies	278.52
010-1010-91310	Phone Svc/Intrn	228.04
010-1015-91335	Board/Comm. Exp	600.00
010-1020-91300	Office Supplies	112.44
010-1025-79410	Other Misc Rev	288.88
010-1710-90322	Retiree Health	106.76
010-1710-90501	TRAVEL TRAINING	115.10
010-1710-91140	Othr Prof. Srvc	18,914.25
010-1710-91300	Office Supplies	54.38
010-1710-91310	Phone Svc/Intrn	18.70
010-1710-91325	Prntng/Copy Exp	150.34
010-1750-90125	Temp Agency	9,653.67
010-1750-90322	Retiree Health	12.56
010-1750-90500	PHY/BACKGROUNDS	32.00
010-1750-91140	Othr Prof. Srvc	1,007.25
010-1750-91305	Sftwre/Srv Agre	468.00
010-1750-91310	Phone Svc/Intrn	14.05
010-1810-90322	Retiree Health	94.20
010-1810-91310	Phone Svc/Intrn	8.31
010-1810-93220	Membership/Dues	150.00
010-1815-91140	Othr Prof. Srvc	3,535.12
010-1815-91310	Phone Svc/Intrn	2.08
010-1815-91350	Bank Fees/Chgs.	1,000.00
010-1820-90322	Retiree Health	397.21
010-1820-91130	Financial Audit	8,650.00
010-1820-91140	Othr Prof. Srvc	2,112.03
010-1820-91300	Office Supplies	343.91

Account Summary

Account Number	Account Name	Payment Amount
010-1820-91305	Sftwre/Srv Agre	835.71
010-1820-91310	Phone Svc/Intrn	33.25
010-1820-91325	Prntng/Copy Exp	12.43
010-1820-91350	Bank Fees/Chgs.	188.24
010-1830-90322	Retiree Health	196.25
010-1830-91300	Office Supplies	984.87
010-1830-91305	Sftwre/Srv Agre	874.72
010-1830-91310	Phone Svc/Intrn	35.32
010-1830-91320	Postage	3,441.50
010-1830-91350	Bank Fees/Chgs.	19,732.16
010-1830-91431	Othr Cntrct Svc	1,340.77
010-1910-77110	Admin. Fee	-19,050.00
010-1910-79410	Other Misc Rev	-35.00
010-1910-91110	Legal Services	37,752.82
010-1910-91140	Othr Prof. Svc	5,595.26
010-1910-91325	Prntng/Copy Exp	2.14
010-1910-91355	Admin Fee	381.22
010-1910-91435	Field Supplies	567.56
010-1910-93310	Prof.Studies	6,330.00
010-2310-90322	Retiree Health	314.00
010-2310-90501	TRAVEL TRAINING	440.96
010-2310-91300	Office Supplies	606.52
010-2310-91305	Sftwre/Srv Agre	59.98
010-2310-91310	Phone Svc/Intrn	2,072.29
010-2310-91325	Prntng/Copy Exp	1,446.74
010-2310-91330	Advertising	675.00
010-2310-91430	Cntrct Svc/Eqpt	685.13
010-2310-91431	Othr Cntrct Svc	15,939.96
010-2310-91435	Field Supplies	787.94
010-2310-91445	Gas/Diesel/Oil	4,432.88
010-2310-91455	Unif/Cloth/Sfty	1,814.33
010-2310-91460	Volunteer Supp.	1,282.40
010-2310-93220	Membership/Dues	155.00
010-2326-90322	Retiree Health	157.00
010-2326-91310	Phone Svc/Intrn	41.56
010-2350-90322	Retiree Health	785.00
010-2350-90350	Othr Emplye Ben	4,074.00
010-2350-90500	PHY/BACKGROUNDS	2,095.00
010-2350-90501	TRAVEL TRAINING	2,778.60
010-2350-91140	Othr Prof. Svc	5,554.66
010-2350-91350	Bank Fees/Chgs.	254.62
010-2350-91430	Cntrct Svc/Eqpt	12,587.58
010-2350-93110	OFFICE FURNISHINGS U...	13,084.11
010-2350-93120	Field Equipment	7,147.39
010-2350-93215	POST Training	1,249.00
010-2350-96415	Veh/Eq. Acq.	25,599.73
010-2600-91310	Phone Svc/Intrn	1,788.93
010-2600-91325	Prntng/Copy Exp	533.31
010-2600-91415	Cntrct Svc/Bldg	154.62
010-2600-91431	Othr Cntrct Svc	337.22
010-2610-90322	Retiree Health	314.00
010-2610-90324	Vol. FF Benefit	385.45
010-2610-90501	TRAVEL TRAINING	1,526.00
010-2610-91320	Postage	59.16
010-2610-91430	Cntrct Svc/Eqpt	2,455.91
010-2610-91431	Othr Cntrct Svc	3,285.00
010-2610-91435	Field Supplies	2,109.38
010-2610-91440	Auto Parts/Supp	270.77

Account Summary

Account Number	Account Name	Payment Amount
010-2610-91445	Gas/Diesel/Oil	2,506.26
010-2610-93220	Membership/Dues	285.00
010-2617-90501	TRAVEL TRAINING	838.59
010-2620-90501	TRAVEL TRAINING	30.00
010-2620-91310	Phone Svc/Intrn	154.46
010-2620-91350	Bank Fees/Chgs.	6.10
010-2620-91435	Field Supplies	407.07
010-2620-93330	Mktg & Promos	762.02
010-3310-77110	Admin. Fee	-53.70
010-3310-90125	Temp Agency	3,806.25
010-3310-90322	Retiree Health	15.70
010-3310-91140	Othr Prof. Srvc	23,075.18
010-3310-91310	Phone Svc/Intrn	1.49
010-3310-93230	Books & Pub's	794.00
010-3350-91310	Phone Svc/Intrn	83.12
010-3350-91330	Advertising	1,066.48
010-3350-91415	Cntrct Svc/Bldg	2,092.13
010-3350-91425	Cntrct Svc/Jant	12,775.56
010-3350-91430	Cntrct Svc/Eqpt	668.24
010-3350-91431	Othr Cntrct Svc	16,188.07
010-3350-91435	Field Supplies	2,049.15
010-3350-91510	PG&E/Gas & Elec	1,681.79
010-3350-93110	Ofc Furnishings	2,213.02
010-3350-93140	Major Fac Reprs	197,123.25
010-3363-90160	Salary Transfrs	210.00
010-3363-91520	Garbage Fees	5,295.15
010-3410-90322	Retiree Health	172.70
010-3410-91310	Phone Svc/Intrn	308.07
010-3410-91330	Advertising	269.31
010-3410-91395	Misc Office Exp	12.97
010-3415-91455	Unif/Cloth/Sfty	20.00
010-3505-90322	Retiree Health	86.35
010-3505-91310	Phone Svc/Intrn	47.79
010-3505-91465	Leases/Rentals	200.00
010-6005-90322	Retiree Health	14.13
010-6007-90322	Retiree Health	31.40
010-6010-90160	Salary Transfrs	-210.00
010-6010-90322	Retiree Health	12.56
010-6010-91310	Phone Svc/Intrn	508.62
010-6010-91320	Postage	49.25
010-6010-91325	Prntng/Copy Exp	0.65
010-6010-93220	Membership/Dues	2,500.00
010-6330-91420	Cntrct Svc/Grnd	1,865.89
010-6330-91435	Field Supplies	478.53
010-6330-91510	PG&E/Gas & Elec	4.63
010-8610-90350	Othr Emplie Ben	495.00
010-8610-90500	PHY/BACKGROUNDS	341.00
010-8610-91140	Othr Prof. Srvc	1,739.00
010-8610-91300	Office Supplies	94.16
010-8610-91310	Phone Svc/Intrn	274.36
010-8610-91325	Prntng/Copy Exp	690.60
010-8610-91330	Advertising	3,468.48
010-8610-91350	Bank Fees/Chgs.	12.20
010-8610-91435	Field Supplies	424.74
010-8615-91435	Field Supplies	95.52
010-8618-91435	Field Supplies	734.47
010-8670-91435	Field Supplies	540.58
010-8680-90501	TRAVEL TRAINING	370.96

Account Summary

Account Number	Account Name	Payment Amount
010-8680-91140	Othr Prof. Srvc	89.97
010-8680-91415	Cntrct Svc/Bldg	142.32
010-8680-91435	Field Supplies	2,198.87
010-8680-91510	PG&E/Gas & Elec	5,656.38
010-8680-93120	Field Equipment	271.38
010-8750-75220	Room Rents/Rec	1,733.50
010-8750-91140	Othr Prof. Srvc	2,664.00
010-8750-91415	Cntrct Svc/Bldg	1,260.00
010-8750-91435	Field Supplies	959.62
010-8750-91510	PG&E/Gas & Elec	2,338.77
010-8760-91310	Phone Svc/Intrn	87.38
010-8760-91435	Field Supplies	2,136.18
050-8815-91465	Leases/Rentals	1,562.68
052-8817-91140	Othr Prof. Srvc	4,707.00
052-8817-91330	Advertising	270.72
052-8817-91431	Othr Cntrct Svc	490.00
052-8817-91435	Field Supplies	2,155.04
105-6320-90322	Retiree Health	31.40
105-6320-91435	Field Supplies	4,745.66
105-6320-91515	PG&E/St Lights	649.38
105-6320-93220	Membership/Dues	18,925.00
115-04599	RETENTION-SHORT CON...	-3,680.83
115-9889-96310	CIP	104,123.79
115-9898-96310	CIP	73,616.50
115-9902-96210	Capital Design	4,845.50
115-9904-96210	Capital Design	520.00
117-3355-91415	Cntrct Svc/Bldg	220.00
117-3355-91435	Field Supplies	96.00
120-04599	Retention- Fehr & Peers...	-3,326.45
120-6515-93310	Prof.Studies	33,264.53
130-6030-91110	Legal Services	2,251.70
130-6030-91305	SOFTWARE/SERVICE AG...	28,483.68
142-2405-91430	Cntrct Svc/Eqpt	808.92
142-2405-91435	Field Supplies	24.92
142-2405-91445	Gas/Diesel/Oil	168.69
167-1917-93111	Ofc Equip >\$5k	8,619.50
167-1917-96440	ERP SYSTEM	9,100.00
167-6017-91435	Field Supplies	8,550.00
171-8650-91310	Phone Svc/Intrn	139.68
171-8651-91435	Prop 49-ASES Relief III-Fi...	5,246.00
185-6310-90322	Retiree Health	15.70
185-6310-91431	Othr Cntrct Svc	6,663.75
189-8659-90501	Travel Training	309.96
189-8659-91431	Othr Cntrct Svc	2,201.00
189-8659-91435	Field Supplies	1,994.62
190-6315-90322	Retiree Health	7.85
190-6315-91431	Othr Cntrct Svc	2,342.49
190-6315-91510	PG&E/Gas & Elec	24.64
205-7505-94110	Principal - PG&E OBF	1,648.63
302-04599	Retention-CIP Contracts	-19,050.54
302-9919-96210	Capital Design	4,494.72
302-9919-96310	CIP	381,010.85
312-9992-93121	Field Equip >5k	2,956.44
314-9991-93130	Comptr Eq/Softw	20,767.12
320-6510-93310	Prof.Studies	4,434.40
420-6425-91357	Prop Tx Adm Fee	733.26
420-6425-91420	Cntrct Svc/Grnd	800.00
420-6425-91435	Field Supplies	45.80

Account Summary

Account Number	Account Name	Payment Amount
420-6425-91510	PG&E/Gas & Elec	13.80
420-6425-91515	PG&E/St Lights	860.85
422-6423-91357	Prop Tx Adm Fee	144.03
425-6430-91357	Prop Tx Adm Fee	178.26
425-6430-91515	PG&E/St Lights	17.84
430-6435-91357	Prop Tx Adm Fee	494.93
430-6435-91435	Field Supplies	61.75
430-6435-91515	PG&E/St Lights	117.03
435-6440-91357	Prop Tx Adm Fee	360.78
435-6440-91515	PG&E/St Lights	774.87
445-6445-91357	Prop Tx Adm Fee	398.39
445-6445-91515	PG&E/St Lights	1,316.76
446-6446-91357	Prop Tx Adm Fee	842.80
448-6456-91357	Prop Tx Adm Fee	124.63
449-6449-91357	Prop Tx Adm Fee	71.12
453-6453-91357	Prop Tx Adm Fee	71.12
453-6453-91435	Field Supplies	55.24
454-6454-91357	Prop Tx Adm Fee	71.12
455-6455-91357	Prop Tx Adm Fee	71.12
455-6455-91510	PG&E/Gas & Elec	720.98
455-6455-91515	PG&E/St Lights	9.85
458-6458-91357	Prop Tx Adm Fee	71.12
458-6458-91431	Othr Cntrct Svc	3,376.25
459-04599	Vic Har F-Retention-Suul...	5,809.70
459-6459-91357	Prop Tx Adm Fee	71.12
460-6326-91431	Othr Cntrct Svc	570.00
461-04682	BLOSSOM APT-ENVIRO...	180.91
461-6461-91357	Prop Tx Adm Fee	2,712.25
462-6462-91357	Prop Tx Adm Fee	750.28
465-6465-91357	Prop Tx Adm Fee	626.00
466-6466-91357	Prop Tx Adm Fee	632.75
467-6467-91357	Prop Tx Adm Fee	627.50
468-6468-91357	Prop Tx Adm Fee	626.00
468-6468-91431	Othr Cntrct Svc	173.00
469-6469-91357	Prop Tx Adm Fee	1,642.25
470-6470-91357	CFD#5-Property Tax Adm...	1,343.59
506-5098-91140	Othr Prof. Srvc	9,243.67
507-5075-77610	Water Sales	-6,855.34
507-5076-91325	Printing/copy	968.70
507-5076-91335	Board/Comm. Exp	700.00
507-5078-91140	Othr Prof. Srvc	24,932.97
507-5078-91510	PG&E/Gas & Elec	24.64
507-5080-91140	Othr Prof. Srvc	242,428.20
507-5081-91140	Othr Prof. Srvc	47,545.28
507-5082-91140	Othr Prof. Srvc	251,893.76
510-5073-91140	Corona Evaluation Phase...	18,640.00
510-5073-93140	Equipment Maintenance...	25,931.98
510-5231-96310	CIP	2,220.00
510-5255-96310	CIP	813.15
510-5256-96310	CIP	12,632.53
510-5295-96310	CIP	355.20
510-5296-96310	CIP	720.66
510-5300-96310	Aerator at Sports Compl...	7,307.38
512-5425-96310	CIP	144,612.92
705-6380-91430	Cntrct Svc/Eqpt	286.26
705-6380-91440	Auto Parts/Supp	1,216.18
705-6380-91445	Gas/Diesel/Oil	1,881.07
706-6385-91308	VEHICLE LEASE	4,046.35

Account Summary

Account Number	Account Name	Payment Amount
710-3320-90322	Retiree Health	47.10
710-3320-91305	Sftwre/Srv Agre	3,911.25
710-3320-91307	COMPUTER LEASE	716.35
710-3320-91310	Phone Svc/Intrn	1,099.13
710-3320-91435	Field Supplies	40.00
712-2312-90322	Retiree Health	157.00
712-2312-90500	PHY/BACKGROUNDS	825.00
712-2312-90501	TRAVEL TRAINING	225.72
712-2312-91305	Sftwre/Srv Agre	3,575.62
712-2312-93110	Ofc Furnishings	639.76
713-6395-90125	Temp Agency	22,546.71
713-6395-90322	Retiree Health	157.00
713-6395-90500	PHY/BACKGROUNDS	163.00
713-6395-90501	TRAVEL TRAINING	81.49
713-6395-91300	Office Supplies	37.79
713-6395-91310	Phone Svc/Intrn	919.88
713-6395-91325	Prntng/Copy Exp	142.16
713-6395-91415	Cntrct Svc/Bldg	99.09
713-6395-91435	Field Supplies	1,187.96
713-6395-91455	Unif/Cloth/Sfty	1,427.05
713-6395-91510	PG&E/Gas & Elec	61.64
715-1770-90322	Retiree Health	15.70
715-1770-91310	Phone Svc/Intrn	15.45
715-1770-91925	Ins Prcd/Paymts	3,662.86
750-1780-90322	Retiree Health	32.97
750-1780-90355	WELLNESS- W/C	917.16
750-1780-91140	Othr Prof. Svc	5,165.16
750-1780-91310	Phone Svc/Intrn	14.99
750-1780-91925	Ins Prcd/Paymts	14,194.49
750-1780-93110	Ofc Furnishings	1,808.78
807-4807-91250	Remit to Agency	537.00
830-4830-91250	REMIT TO AGENCY	515,293.45
835-4835-91250	Garbage Co. Trust- Remit..	241,008.04
901-3511-90322	Retiree Health	161.71
901-3511-91310	Phone Svc/Intrn	245.38
903-3514-90322	Retiree Health	78.50
903-3514-91110	Legal Services	923.80
903-3514-91310	Phone Svc/Intrn	4.17
908-3361-91510	PG&E/Gas & Elec	2,003.09
908-3361-91520	Garbage Fees	316.59
908-3362-91510	PG&E/Gas & Elec	9.86
909-8910-74415	Key Dep/Forfeit	40.00
909-8910-91310	Phone Svc/Intrn	183.74
909-8910-91425	Cntrct Svc/Jant	1,060.00
909-8910-91435	Field Supplies	340.23
909-8910-91510	PG&E/Gas & Elec	1,142.33
909-8910-91520	Garbage Fees	746.31
909-8910-93120	Field Equipment	846.66
909-8910-93220	Membership/Dues	180.00
919-04476	SALES TAX PAYABLE-STA...	248.28
932-01001	HOUSING AUTH.--BANK ...	347,067.21
945-3490-90322	Retiree Health	39.25
945-3490-91310	Phone Svc/Intrn	157.79
945-3490-91325	Prntng/Copy Exp	69.16
945-3490-91445	Gas/Diesel/Oil	75.56
	Grand Total:	3,640,695.70

Project Account Summary

Project Account Key
None

Payment Amount
3,640,695.70
3,640,695.70

Grand Total:

AGENDA TRANSMITTAL

MEETING DATE: October 15, 2024

AGENDA ITEM: HEARING: Council Adoption of Resolution No. 2024-___: Placing Liens for Unpaid Waste Collection Service Charges on Certain Lands Situated in the City of Suisun City, County of Solano, State of California.

FISCAL IMPACT: Republic Services, Inc. is requesting that the City Council place liens on 324 delinquent solid waste accounts representing approximately \$142,968.67 in uncollected solid waste collection service charges. The City’s General Fund will receive twenty dollars per lien and 1.0 percent of the total levy amount to be used as the recording fee and to offset the administrative costs associated with the lien and levy process. Through the lien and levy process, the City will collect on outstanding franchise fees totaling 13.0 percent of the uncollected solid waste service charges when the money actually is received.

STRATEGIC PLAN: Provide Good Governance, Ensure Fiscal Solvency.

BACKGROUND: Republic Services, Inc. provides solid waste collection service for properties located in the City of Suisun City. The Suisun City Code (SCC) Section 8.08.204 requires subscribers to pay the collection charge directly to Republic Services, Inc. In the event that a customer does not pay the collection charges, Republic Services, Inc. must prepare delinquent notices to notify each customer that the account is delinquent and could be subject to a lien/levy process whereby charges would be recorded against the property.

Republic Services, Inc. began actively pursuing collection of delinquent accounts in December 2001. Republic Services, Inc. will request hearings three times per year in order for the Suisun City Council to consider enforcing the lien/levy process for delinquent waste charges.

STAFF REPORT: Republic Services, Inc. customers were compared with the owners of record to the parcel information database obtained from Solano County property records. Notification letters were mailed to all known property owners advising them of the lien and levy process. The letters informed the property owners that they could present their reasons for disputing the waste collection charges by either attending the hearing, or by sending letters to the Council prior to the hearing.

Republic Services, Inc. is asking that the City enforce SCC Section 8.08.244 by placing a special assessment/levying a lien on the properties that have delinquent charges. Republic Services, Inc. will verify accounts for payments prior to recording the special assessments.

STAFF RECOMMENDATION: It is recommended that the City Council:

1. Conduct a Hearing on the proposed liens; and
2. Adopt Resolution No. 2024-___: Placing Liens for Unpaid Waste Collection Service Charges on Certain Lands Situated in the City of Suisun City, County of Solano, State of California.

DOCUMENTS ATTACHED:

1. Resolution No. 2024-___ : Placing Liens for Unpaid Waste Collection Service Charges on Certain Lands Situated in the City of Suisun City, County of Solano, State of California.
2. Exhibit A - Preliminary Lien List for Waste Collection Service Charges (Exhibit A is a listing of delinquent accounts, as compiled by Republic Services, Inc., an updated list will be made available to the City Council in advance of the meeting.)

PREPARED BY:

Lakhwinder Deol, Finance Director

REVIEWED BY:

Bret Prebula, City Manager

APPROVED BY:

Bret Prebula, City Manager

ATTACHMENTS:

1. [Resolution Approving Placing Liens for Unpaid Waste Collection Service Charges on Certain Lands Situated in Suisun City](#)
2. [Exhibit A - Republic Services Lien List for Waste Collection Services Charges](#)

RESOLUTION NO. 2024-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
PLACING LIENS FOR UNPAID WASTE COLLECTION SERVICE CHARGES
ON CERTAIN LANDS SITUATED IN THE CITY OF SUISUN CITY,
COUNTY OF SOLANO, STATE OF CALIFORNIA**

WHEREAS, pursuant to the Suisun City Code (SCC) Section 8.08.204 owners of all occupied premises must subscribe to and pay for weekly waste collection service; and

WHEREAS, the premises located in the City of Suisun City, County of Solano, State of California, and described in Exhibit A attached hereto and by this reference incorporated herein, were provided with waste collection service as required by the SCMC Section 8.08.204; and

WHEREAS, pursuant to the provisions of SCC Section 8.08.244, all required notices were directed to owners of said properties and said owners failed to make payment for waste collection services as required; and

WHEREAS, as a result thereof, the City of Suisun City has incurred charges for delinquent waste collection charges and administrative costs, which amounts remain unpaid.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Suisun City that pursuant to SCC Section 8.08.244, the City Council does hereby lien said premises, in the amounts applicable to each specific premise as identified in Exhibit A attached hereto and incorporated herein by this reference.

BE IT FURTHER RESOLVED that Exhibit A may be amended to delete any enumerated waste collection service charges and administrative costs paid before liens authorized hereby are forwarded to the County Recorder of Solano County, California.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to record this Resolution, together with Exhibit A as may be amended, with the Office of the County Recorder of Solano County, California.

BE IT FURTHER RESOLVED that the City Manager of the City of Suisun City is authorized to take such further actions as are necessary or appropriate to implement this Resolution and is also authorized to execute any other document(s) that may be necessary or appropriate to process or release said liens.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City held on Tuesday the 15th day of October 2024 by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 15th day of October 2024.

Anita Skinner
City Clerk

Prog: BIDIV556

Date: 10/01/24

Time: 6:47:16

PRELIMINARY LIEN LISTS

HEARING DATES

PRELIMINARY LIEN LIST NO CONSOLIDATION 10/2024 10/2024 10/2024

Parcel	Owners Name	Owner Address	Billing Address	#	Service Address	Service Thru	RSS Charges	City Charge	Release Fee	Total Due
3735206	VALLE LETICIA/VALLE JOSE	421 AMBER DR	SUISUN CITY CA 94585	421	AMBER DRIVE	24/07	552.25	25	20	597.25
3735214	MYLES DEIRDRE L & BRYAN JT	1305 AMBER DR	SUISUN CITY CA 94585	1305	AMBER DRIVE	24/05	345.41	25	20	390.41
17353603	VELEZ JOSE M	905 ANDERSON DR	SUISUN CA 94585	905	ANDERSON DRIVE	24/07	425.12	25	20	470.12
17438114	VAZQUEZ CESAR O & DOMINIQUE JT	1740 ANDREWS CR	SUISUN CITY CA 94585	1740	ANDREWS CIRCLE	24/07	350.45	25	20	395.45
17346201	JONES DWAYNE	1078 ARMSBY WY	SUISUN CA 94585	1078	ARMSBY WAY	24/07	350.45	25	20	395.45
17346215	MORRIS MICHAEL A	PO BOX 832	SUISUN CITY CA 94585	460	ARMSBY WAY	24/08	352.86	25	20	397.86
17346218	DULAY SYLVIA L	400 ARMSBY WY	SUISUN CITY CA 94585	400	ARMSBY WAY	24/07	350.45	25	20	395.45
17424308	WARD ROCHELLE	505 ARROYO GRANDE LN	SUISUN CA 94585	505	ARROYO GRANDE LN	24/08	464.42	25	20	509.42
17350602	RANKIN JUAN LORENZO	205 ASHWOOD DR	SUISUN CA 94585	205	ASHWOOD DRIVE	24/08	352.86	25	20	397.86
3723203	REED ASHLEY E	407 AVALON WY	SUISUN CITY CA 94585	407	AVALON WAY	24/07	622.22	25	20	667.22
3723408	VILLASENOR ROBERTO P	516 AVALON WY	SUISUN CITY CA 94585	516	AVALON WAY	24/07	256.13	25	20	301.13
3723411	THOMPSON WAYNE L JR JT	510 AVALON WAY	SUISUN CITY CA 94585	510	AVALON WAY	24/08	392.76	25	20	437.76
17308505	HARDAWAY BRENDA ANN	401 BALD PATE DR	SUISUN CITY CA 94585	401	BALD PATE DRIVE	24/07	350.45	25	20	395.45
17312204	DUNN CYNTHIA A	618 BARNACLE WY	SUISUN CITY CA 94585	618	BARNACLE WAY	24/07	350.45	25	20	395.45
17335319	MOSQUEDA MARCO ANTONIO F	1024 BARROWS DR	SUISUN CITY CA 94585	1024	BARROWS DRIVE	24/07	350.45	25	20	395.45
17335406	IRVING TERRELL/DYSON KARWANNA	1017 BARROWS DR	SUISUN CA 94585	1017	BARROWS DRIVE	24/07	350.45	25	20	395.45
17335414	BROUSSARD KIMBERLEY	501 BARROWS DR	SUISUN CITY CA 94585	501	BARROWS DRIVE	24/08	352.86	25	20	397.86
17354203	NEVAREZ MICHAEL	961 BAUMAN CT	SUISUN CITY CA 94585	961	BAUMAN COURT	24/07	350.45	25	20	395.45
3207404	YOUNG DERELLE A	724 BAY ST	SUISUN CITY CA 94585	724	BAY STREET	24/08	352.86	25	20	397.86
3207516	DETTWILER DANIEL R & C L JT	727 BAY ST	SUISUN CA 94585	727	BAY STREET	24/07	350.45	25	20	395.45
17437415	CARRILLO JOSE	1732 BEALE CR	SUISUN CITY CA 94585	1732	BEALE CIRCLE	24/08	1372.84	25	20	1,417.84
17350308	AYMAR PATRICK M	942 BEECHWOOD CIR	SUISUN CITY CA 94585-1762	942	BEECHWOOD CIRCLE	24/06	348.04	25	20	393.04
17429207	THOMAS CLINTON D	1514 BELLA VISTA DR	SUISUN CITY CA 94585	1514	BELLA VISTA DR	24/08	352.86	25	20	397.86
17430514	JINOE WARD T	727 BELLA VISTA DR	SUISUN CITY CA 94585	727	BELLA VISTA DR	24/07	350.45	25	20	395.45
17423307	CARLIS SHUKIMBA M	532 BELLA VISTA DR	SUISUN CITY CA 94585	532	BELLA VISTA DRIVE	24/08	352.86	25	20	397.86
3208103	FENNIE DANA	5221 LONGVIEW LANE	GREENWOOD CA 95635-9516	241	BENTON COURT	24/05	602.48	25	20	647.48
17337504	FITZGERALD NATHAN K & N L JT	1184 IRONWOOD CT	FAIRFIELD CA 94533	1005	BERING COURT	24/07	280.32	25	20	325.32
17338406	MORABITO LOUIS J	832 BERING WY	SUISUN CA 94585	832	BERING WAY	24/07	350.45	25	20	395.45
3239140	HAWKINS SALLY	133 BIRCHWOOD CT	SUISUN CA 94585	133	BIRCHWOOD COURT	24/07	201.91	25	20	246.91
3239149	NETTAVONG VIENGSAVANH	122 BIRCHWOOD CT	SUISUN CITY CA 94585	122	BIRCHWOOD COURT	24/08	344.14	25	20	389.14
17349602	FINLEY MAURICE/FINLEY RAMONA	1203 BITTERN WY	SUISUN CITY CA 94585	1203	BITTERN WAY	24/06	344.62	25	20	389.62
17304510	PEREZ JOSE M	802 BLOSSOM AV	SUISUN CITY CA 94585	802	BLOSSOM AVENUE	24/08	352.86	25	20	397.86
17309203	KING ALAN G & FAALELE T JT	505 BLUE WING DR	SUISUN CITY CA 94585	505	BLUE WING DRIVE	24/05	620.66	25	20	665.66
17314201	TEAM ADAIR LLC	4371 EDINBURG CT	FAIRFIELD CA 94534	523	BLUE WING DRIVE	24/07	124.14	25	20	169.14
17349319	OLIVER JOYCE V	1002 BLUEJAY DR.	SUISUN CITY CA 94585	1002	BLUEJAY DRIVE	24/05	345.41	25	20	390.41
17349414	BURTON GLORIA SWANSON	433 MEEHAN CT	SUISUN CITY CA 94585-4148	1013	BLUEJAY DRIVE	24/08	352.86	25	20	397.86
17418120	SWISHER EDUARDO TR	604 BONITA CT	SUISUN CITY CA 94585-3002	604	BONITA COURT	24/07	346.94	25	20	391.94
3731209	SMITH VERILENE TR	370 BOTTLEBRUSH CT	SUISUN CITY CA 94585	370	BOTTLEBRUSH COUR	24/05	175.63	25	20	220.63
3247220	VU CUONG & JULIE	718 BREAKWATER CR	SUISUN CITY CA 94585	718	BREAKWATER CIRCL	24/07	353.95	25	20	398.95
3247305	SOSSAMAN JERAMY & SHARON	719 BREAKWATER CR	SUISUN CITY CA 94585	719	BREAKWATER CIRCL	24/07	350.45	25	20	395.45
17356206	WASONGA PETER O & AGRIPPINA A	224 BRIDGEWATER CR	SUISUN CITY CA 94585	224	BRIDGEWATER CIRC	24/07	350.45	25	20	395.45
17356231	VALDEZ MARIO	268 BRIDGEWATER CR	SUISUN CITY CA 94585	268	BRIDGEWATER CIRC	24/07	350.45	25	20	395.45
17356103	RYBURG CHRISTOPHER A	225 BRIDGEWATER CIR	SUISUN CITY CA 94585	225	BRIDGEWATER CIRCLE	24/08	352.86	25	20	397.86
17356302	BOLDEN EDWARD & DEIRDRE	217 BRIDGEWATER CIR	SUISUN CITY CA 94585-1774	217	BRIDGEWATER CIRCLE	24/06	357.83	25	20	402.83
3245401	JARVIS MELVIN D JR JT	227 BROOKSIDE DR	SUISUN CA 94585	227	BROOKSIDE DRIVE	24/07	200.45	25	20	245.45

17418212	NICOLAS ARMSTRONG	502 CABANA CT	SUISUN CITY CA 94585	502	CABANA COURT	24/08	427.85	25	20	472.85
17312408	WALKER TONJI	3130 3BIRMINGHAM DR	RICHMOND CA 94806-2635	807	CAACKLING DRIVE	24/08	352.86	25	20	397.86
3731129	FERGUSON LAWRENCE E	2450 PEACH TREE DR APT 66	FAIRFIELD CA 94533	1045	CAMELLIA LANE	24/07	882.20	25	20	927.2
17317204	MELGOZA SERGIO/MELGOZA ALICIA	1110 CANARY DR	SUISUN CITY CA 94585	1110	CANARY DRIVE	24/06	348.04	25	20	393.04
17302210	LESSER ADAM	326 CANVASBACK DR	SUISUN CITY CA 94585	326	CANVASBACK DRIVE	24/08	352.86	25	20	397.86
17302308	MCNAUGHTON CECILE B	2108 FOX GLEN DR.	FAIRFIELD CA 94534	319	CANVASBACK DRIVE	24/07	377.32	25	20	422.32
17311222	GATEWOOD GEORGE L & N J JT	604 CANVASBACK DR	SUISUN CITY CA 94585	604	CANVASBACK DRIVE	24/07	350.45	25	20	395.45
17422411	JOSEPH TOMLINSON	710 CAPISTRANO DR	SUISUN CA 94585	710	CAPISTRANO DRIVE	24/06	339.55	25	20	384.55
17429118	MICHAEL COSGAYON	806 CAPISTRANO DR.	SUISUN CITY CA 94585	806	CAPISTRANO DRIVE	24/07	350.45	25	20	395.45
17429502	MUELA NICHOLAS A	807 CAPISTRANO DR	SUISUN CITY CA 94585	807	CAPISTRANO DRIVE	24/08	352.86	25	20	397.86
17449101	MCCARVER TERRILL	1721 CARSWELL LN	SUISUN CITY CA 94585	1721	CARSWELL LANE	24/08	352.86	25	20	397.86
17449208	RUSSELL EWAN C	1700 CARSWELL LN	SUISUN CITY CA 94585	1700	CARSWELL LANE	24/06	348.04	25	20	393.04
3247207	ACKMAN JAMES A	715 CATALINA CR	SUISUN CITY CA 94585	715	CATALINA CIRCLE	24/07	350.45	25	20	395.45
17357208	FULLEN STEVE/FULLEN CRISTINA	311 CHILDS CT	SUISUN CITY CA 94585	311	CHILDS COURT	24/06	348.04	25	20	393.04
3234318	GALLARDO STEVEN J C/GALLARDO M	90 CHIPMAN LN	SUISUN CITY CA 94585	90	CHIPMAN LANE	24/07	522.84	25	20	567.84
3234319	KHUU TUAN ANH TR	508 KINGS WAY	SUISUN CITY CA 94585	88	CHIPMAN LANE	24/07	289.07	25	20	334.07
17428104	WAYNE LAGETTA B TR	734 CHULA VISTA WY	SUISUN CITY CA 94585	734	CHULA VISTA WAY	24/08	352.86	25	20	397.86
17428107	MARIBEL ORTEGA	728 CHULA VISTA WY	SUISUN CA 94585	728	CHULA VISTA WAY	24/07	350.45	25	20	395.45
3723211	LOVELAND ESTHER G	412 CHYRL WY	SUISUN CITY CA 94585	412	CHYRL WAY	24/06	339.55	25	20	384.55
3723213	BALANDRAN JUAN C & ADRIANA JT	408 CHYRL WY	SUISUN CITY CA 94585	408	CHYRL WAY	24/08	352.86	25	20	397.86
3723306	YOUNG LORRAINE M	409 CHYRL WY	SUISUN CITY CA 94585	409	CHYRL WAY	24/08	352.86	25	20	397.86
3723308	ASHRAF NAVEED	413 CHYRL WY	SUISUN CITY CA 94585	413	CHYRL WAY	24/05	274.33	25	20	319.33
3723516	MORRIS HULDAH D	512 CHYRL WY	SUISUN CA 94585	512	CHYRL WAY	24/08	352.86	25	20	397.86
17356212	CANTU RUBEN	209 CLEARBROOK CT	SUISUN CITY CA 94585	209	CLEARBROOK COURT	24/07	350.45	25	20	395.45
17356223	BROWN MIKEL R	202 CLEARBROOK CT	SUISUN CITY CA 94585	202	CLEARBROOK COURT	24/06	172.26	25	20	217.26
17373107	RAMOND & M E WILLIS III	224 CLOVERLEAF CIR	SUISUN CITY CA 94585	224	CLOVERLEAF CIRCL	24/06	375.02	25	20	420.02
17373318	MCLEOD SHALANDA N/HAMILTON RICKY	L 231 CLOVERLEAF CR	SUISUN CITY CA 94585	231	CLOVERLEAF CIRCL	24/08	352.86	25	20	397.86
17374302	MOUTON MARTISHA	248 CLOVERLEAF CR	SUISUN CITY CA 94585	248	CLOVERLEAF CIRCL	24/07	350.45	25	20	395.45
17374307	WATSON DANIELLE	268 CLOVERLEAF CR	SUISUN CITY CA 94585	268	CLOVERLEAF CIRCL	24/06	348.04	25	20	393.04
3234214	JOHNSON VAUGHN T	96 CORAL LN	SUISUN CITY CA 94585	96	CORAL LANE	24/08	244.86	25	20	289.86
3234216	HAYES OCTAVIA C	92 CORAL LN	SUISUN CITY CA 94585	92	CORAL LANE	24/07	350.45	25	20	395.45
3234306	LAWSON-BROADNAX CONSTANCE JT	85 CORAL LN	SUISUN CITY CA 94585	85	CORAL LANE	24/07	283.66	25	20	328.66
17320509	SAEZ ARISTIDE	618 CRANE DR	SUISUN CITY CA 94585	618	CRANE DRIVE	24/07	350.45	25	20	395.45
17321221	ALEXANDER ROBERT	1302 CRANE DR	SUISUN CITY CA 94585	1302	CRANE DRIVE	24/08	352.86	25	20	397.86
17324221	ANZUETO LUIS E & FRANCIS M JT	1211 CRANE DR	SUISUN CA 94585	1211	CRANE DRIVE	24/08	602.99	25	20	647.99
17355105	RIO WAYNE I JR	949 CRAVEN DR	SUISUN CA 94585	949	CRAVEN DR	24/06	348.04	25	20	393.04
17352328	JACOBO RICARDO	900 CRAVEN DR	SUISUN CITY CA 94585	900	CRAVEN DRIVE	24/07	578.27	25	20	623.27
17353504	MALDONADO, JOSE JUAN	308 CRAVEN WY	SUISUN CITY CA 94585	308	CRAVEN WAY	24/08	352.86	25	20	397.86
17353604	YOLANGCO DANIEL G & IRENE R JT	307 CRAVEN WY	SUISUN CITY CA 94585	307	CRAVEN WAY	24/07	350.45	25	20	395.45
17337602	ALVIZO DAVID MORENO	809 CRESTED DR	SUISUN CITY CA 94585	809	CRESTED DRIVE	24/07	521.90	25	20	566.9
17337612	BAILEY KENNETH W & BILLIE J JT	829 CRESTED DR	SUISUN CITY CA 94585	829	CRESTED DRIVE	24/05	344.41	25	20	389.41
17337613	WHITED MICHAEL L JR	831 CRESTED DR	SUISUN CITY CA 94585	831	CRESTED DRIVE	24/07	350.45	25	20	395.45
17353104	WILSON LOIS E	407 DICKEY CT	SUISUN CITY CA 94585	407	DICKEY COURT	24/07	350.45	25	20	395.45
17353106	WENDY FARJAT	403 DICKEY CT	SUISUN CITY CA 94585	403	DICKEY COURT	24/07	350.45	25	20	395.45
17353211	MEZA ELIAS	406 DICKEY CT	SUISUN CITY CA 94585	406	DICKEY COURT	24/06	275.58	25	20	320.58
17347402	WRIGHT ANGELA M	429 DOBBINS CT	SUISUN CITY CA 94585	429	DOBBINS COURT	24/07	904.75	25	20	949.75
17347408	MCKELVY MARY E	405 DOBBINS CT	SUISUN CITY CA 94585	405	DOBBINS COURT	24/08	278.96	25	20	323.96
17331401	GONZALEZ JOSE	1406 DONNER CT	SUISUN CITY CA 94585	1406	DONNER COURT	24/08	352.86	25	20	397.86
3229310	JACKSON PARIS C	1018 DRIFTWOOD DR	SUISUN CITY CA 94585	1018	DRIFTWOOD DRIVE	24/05	360.05	25	20	405.05
3229613	JOHNSON HAROLD JR & LEISA JT	910 DRIFTWOOD DR	SUISUN CITY CA 94585	910	DRIFTWOOD DRIVE	24/06	100.04	25	20	145.04

17314307	LEE LISA & DANIEL	554 E WIGEON WY	SUISUN CITY CA 94855	554	EAST WIGEON WAY	24/08	464.42	25	20	509.42
17331205	CREGGETT ANTHONY & MARIAN	1403 EBBETTE CT	SUISUN CA 94585	1403	EBBETTS COURT	24/08	352.86	25	20	397.86
17351204	ANTONIO MENDOZA	932 EDGEWOOD CR	SUISUN CITY CA 94585	932	EDGEWOOD CIRCLE	24/07	350.45	25	20	395.45
17309310	KIBBLEWHITE JAMES	503 EIDER LN	SUISUN CA 94585	503	EIDER LANE	24/07	365.09	25	20	410.09
17418245	PUCCI JOSEPH P & DEBRA JT	518 EL MAR CT	SUISUN CITY CA 94585	518	EL MAR COURT	24/05	196.84	25	20	241.84
17329306	MITCHELL CATHEREAN/MITCHELL TAIS	HAW 502 EMPEROR DR	SUISUN CITY CA 94585	502	EMPEROR DRIVE	24/08	352.86	25	20	397.86
17344329	ARMANDO LOPEZ	911 EMPEROR DR.	SUISUN CITY CA 9458525	911	EMPEROR DRIVE	24/06	348.04	25	20	393.04
17344331	ZHAO BINGYAN	3860 CHERRY PL.	W SACRAMENTO CA 95691	915	EMPEROR DRIVE	24/06	422.38	25	20	467.38
17365110	ESSANG EDET O & PATIENCE JT	204 FAIRBROOK CT	SUISUN CITY CA 94585	204	FAIRBROOK COURT	24/06	348.04	25	20	393.04
17358104	SUM LARRY C Y/HUANG WEI H	130 EASTMOOR AVE	DALY CITY CA 94015	1054	FENNIE COURT	24/07	350.45	25	20	395.45
17358107	LIAIGA-ANOAI MANUFOU	1042 FENNIE CT	SUISUN CA 94585	1042	FENNIE COURT	24/07	346.94	25	20	391.94
17358205	ALLEN RAHSAAN	1059 FENNIE CT	SUISUN CITY CA 94585	1059	FENNIE COURT	24/05	418.54	25	20	463.54
17373205	SIMMONS GENNARY S	334 FLAGSTONE CR	SUISUN CITY CA 94585	334	FLAGSTONE CIRCLE	24/07	350.45	25	20	395.45
17373209	NICARAGUA NELLY	328 FLAGSTONE CR	SUISUN CITY CA 94585	328	FLAGSTONE CIRCLE	24/07	350.45	25	20	395.45
17373216	MESSECAR DEVON	550 E MAXWELL BLVD	MAXWELL AFB AL 36112	300	FLAGSTONE CIRCLE	24/08	352.86	25	20	397.86
17375103	NORRIS CHRISTOPHER B	390 FLAGSTONE CR	SUISUN CITY CA 94585	390	FLAGSTONE CIRCLE	24/05	162.90	25	20	207.9
17418405	TORRES VERONICA L	511 FORTUNA DR	SUISUN CITY CA 94585	511	FORTUNA DRIVE	24/06	348.04	25	20	393.04
17423406	MOODY ROBERT E & LISA R JT	530 FORTUNA DR	SUISUN CITY CA 94585	530	FORTUNA DRIVE	24/08	352.86	25	20	397.86
3229410	AMORELLO PATRICIA E	1014 FREEDOM DR	SUISUN CITY CA 94585	1014	FREEDOM DRIVE	24/07	172.07	25	20	217.07
3229602	AYERS JAMES M	907 FREEDOM DRIVE	SUISUN CITY CA 94585	907	FREEDOM DRIVE	24/08	352.86	25	20	397.86
17325326	STUBBS TIMOTHY & BONNIE JT	504 FULMAR DR	SUISUN CITY CA 94585	504	FULMAR DRIVE	24/08	352.86	25	20	397.86
17303224	AUSTIN TRESANDRA C & T L JT	502 GADWALL DR	SUISUN CITY CA 94585	502	GADWALL DRIVE	24/07	350.45	25	20	395.45
17303229	KESSINGER CHARLES L & E P JT	416 GADWALL DR	SUISUN CA 94585	416	GADWALL DRIVE	24/07	350.45	25	20	395.45
17305307	ALIM JOHN	808 GOLDEN EYE WY	SUISUN CA 94585	808	GOLDEN EYE WAY	24/08	352.86	25	20	397.86
17305311	ULRICH DAN & JULIA	2104 TWIN SISTERS RD.	FAIRFIELD CA 94534	800	GOLDEN EYE WAY	24/05	342.29	25	20	387.29
17305418	GABRIEL FONSECA	813 GOLDEN EYE WY	SUISUN CA 94585	813	GOLDEN EYE WAY	24/05	345.41	25	20	390.41
17305419	BRITTON MICHAEL R	815 GOLDEN EYE WY	SUISUN CITY CA 94585	815	GOLDEN EYE WAY	24/08	352.86	25	20	397.86
17353201	JANEA CHAPMAN	413 GOODAIR CT	SUISUN CITY CA 94585	413	GOODAIR COURT	24/08	352.86	25	20	397.86
17381209	WALKER VALENTINO	1237 GRAY HAWK LANE	SUISUN CITY CA 94585	1237	GRAY HAWK LANE	24/06	348.04	25	20	393.04
173811070	KOLBY THOMAS	1256 GRAY HAWK LANE	SUISUN CITY CA 94585	1256	GRAY HAWK LANE	24/08	352.86	25	20	397.86
17307414	HOLLAND RICHARD & CHERI	3088 WOLFE CT	FREMONT CA 94555	713	GREEN WING DRIVE	24/07	521.90	25	20	566.9
17336508	WOODS LAWRENCE W & L D JT	1015 GREYLAG DR	SUISUN CITY CA 94585	1015	GREYLAG DRIVE	24/06	356.59	25	20	401.59
17424206	IH6 PROPERTY WEST LP	1717 MAIN ST #2000	DALLAS TX 75201	503	HACIENDA LANE	24/07	350.45	25	20	395.45
17329117	FUQUAY LESLIE G & V C JT	927 HARLEQUIN WY	SUISUN CA 94585	927	HARLEQUIN WAY	24/05	345.41	25	20	390.41
17329124	GARCIA-MARTINEZ JAIME	913 HARLEQUIN WY	SUISUN CITY CA 94585	913	HARLEQUIN WAY	24/08	352.86	25	20	397.86
17450208	BARRETT JOHN N JR & D E JT	1628 HARRISBURG LN	SUISUN CITY CA 94585	1628	HARRISBURG LANE	24/06	348.04	25	20	393.04
17436118	GUZMAN NAKEISHA	1660 HICKAM CR	SUISUN CITY CA 94585	1660	HICKAM CIRCLE	24/05	579.65	25	20	624.65
17344122	BOLDEN BRADLEY ADAMS TR	902 HIDDEN COVE WY	SUISUN CITY CA 94585	902	HIDDEN COVE WAY	24/07	350.45	25	20	395.45
17361228	JON BURK	802 HILLBORN CT	SUISUN CITY CA 94585	802	HILLBORN COURT	24/07	341.84	25	20	386.84
17310341	GRASSO CHARLENE S	406 HONKER LN	SUISUN CA 94585	406	HONKER LANE	24/07	350.45	25	20	395.45
17310343	WYDERMYER BILLY R JR	402 HONKER LANE	SUISUN CITY CA 94585	402	HONKER LANE	24/06	422.38	25	20	467.38
17310415	HOLOCHUCK RICHARD & MONA JT	529 HONKER LN	SUISUN CITY CA 94585	529	HONKER LANE	24/07	461.26	25	20	506.26
17322404	ROBINSON ANDRE	1721 KEESLER CIR	SUISUN CA 94585	1406	HUMBOLT DRIVE	24/08	529.14	25	20	574.14
17323404	MAROULAS MICHAEL & P L TR	515 HUMMINGBIRD WY	SUISUN CITY CA 94585	515	HUMMINGBIRD WAY	24/08	352.86	25	20	397.86
3719258	1210 HUMPHREY DRIVE LLC	1210 HUMPHREY DRIVE	SUISUN CA 94585	1210	HUMPHREY DRIVE	24/08	529.14	25	20	574.14
3719260	PROCTOR WILLIAM T TR	1234 TRAVIS BLVD STE. A	FAIRFIELD CA 94533	1206	HUMPHREY DRIVE	24/07	350.45	25	20	395.45
3731309	MALDONADO LOURDES	390 JACARANDA DR	SUISUN CITY CA 94585	390	JACARANDA DRIVE	24/05	345.41	25	20	390.41
3724137	CHUNG ANNA M/HEMRY JUANITA J	1100 JEANNE CT	SUISUN CITY CA 94585	1100	JEANNE COURT	24/07	346.94	25	20	391.94
3229123	MANZANERO EDUARDO & ROSA I JT	1926 FLORIDA ST	VALLEJO CA 94590	206	JOSIAH CIRCLE	24/05	332.24	25	20	377.24
17440305	SOLIS LEONIE A	1779 KEESLER CR	SUISUN CITY CA 94585	1779	KEESLER CIRCLE	24/08	352.86	25	20	397.86

17360306	MORALES CARLOS/MORALES KIMBERLY	L 320 KEYES CT	SUISUN CITY CA 94585	320	KEYES COURT	24/05	345.41	25	20	390.41
17361314	TIMOTEO REFUERZO	201 KEYES LN	SUISUN CA 94585	201	KEYES LANE	24/08	352.86	25	20	397.86
17348218	WIGGINS PAUL & LILLIAN JT	1317 KIMBERLY CT	SUISUN CITY CA 94585	1317	KIMBERLY COURT	24/08	352.86	25	20	397.86
17325321	ARIAS JIMMY A & SULEMA O JT	505 KINGLET CT	SUISUN CA 94585	505	KINGLET COURT	24/08	352.86	25	20	397.86
17321401	ALSBAUGH HOLLIS E TR	609 KINGLET ST	SUISUN CA 94585	609	KINGLET STREET	24/05	345.41	25	20	390.41
3723103	S/S INVESTS	34234 RED CEDAR LN	UNION CITY CA 94587	405	KINGS WAY	24/08	2031.62	25	20	2,076.62
3723118	CLAY JOHN ELLIOT KINDEL	407 KINGS WY	SUISUN CITY CA 94585	407	KINGS WAY	24/05	345.41	25	20	390.41
17352304	MORENO FRANCISCO M & LUZ AIDA	5213 TUSCANY DR.	FAIRFIELD CA 94584	419	KINSMILL COURT	24/08	387.01	25	20	432.01
17352402	MOTA CLEOFE A & ROBERTO III JT	MCR 475 BOX 825	APO AE 09036-1008	402	KINSMILL COURT	24/07	350.45	25	20	395.45
17322103	FONTAINE HILARY P	602 KLAMATH DR	SUISUN CITY CA 94585	602	KLAMATH DRIVE	24/05	454.60	25	20	499.6
17322110	SALGADO SHERINA J	1410 KLAMATH DR	SUISUN CA 94585	1410	KLAMATH DRIVE	24/08	352.86	25	20	397.86
17322203	TOLBERT KENNETH E	611 KLAMATH DR	SUISUN CITY CA 94585	611	KLAMATH DRIVE	24/08	352.86	25	20	397.86
17331409	THRESA MURPHY	626 KLAMATH DR	SUISUN CITY CA 94806	626	KLAMATH DRIVE	24/08	352.86	25	20	397.86
17329312	CHAVARRIA GREGORIO	509 LABRADOR WY	SUISUN CITY CA 94585	509	LABRADOR WAY	24/05	418.74	25	20	463.74
17343509	CHADWICK DAVE & DEBRA JT	1412 LANGLEY WY	SUISUN CITY CA 94585	1412	LANGLEY WAY	24/07	350.45	25	20	395.45
3730119	SIMON LINDA	1314 LOIS LN	SUISUN CITY CA 94585	1314	LOIS LANE	24/08	352.86	25	20	397.86
17337112	DOMINECK ARTHUR	PO BOX 1103	SUISUN CITY CA 94585	905	LONGSPUR DRIVE	24/06	348.04	25	20	393.04
17338133	SAMAYOA OTTO & ROSA JT	918 LONGSPUR DR	SUISUN CA 94585	918	LONGSPUR DRIVE	24/07	350.45	25	20	395.45
32164470	CHAVEZ ERNESTO	1104 MAIN ST.	SUISUN CITY CA 94585	1104	MAIN ST	24/08	352.86	25	20	397.86
3216440	SOLIZ ALBERT	1105 MAIN ST	SUISUN CA 94585	1105	MAIN STREET	24/05	345.41	25	20	390.41
3224418	MARTINEZ JOSE A	224 MAPLE ST.	SUISUN CITY CA 94585	224	MAPLE STREET	24/06	206.56	25	20	251.56
3724104	WARREN ROBERT M JT	605 MARCIA LN	SUISUN CA 94585	605	MARCIA LANE	24/08	352.86	25	20	397.86
3724110	COATES JEFFREY J JT	617 MARCIA LN	SUISUN CITY CA 94585-5821	617	MARCIA LANE	24/07	559.54	25	20	604.54
17440603	JONES ERIC & MASHON JT	1608 MAXWELL LN	SUISUN CITY CA 94585	1608	MAXWELL LANE	24/05	345.41	25	20	390.41
17347215	KOUBA LANDON J	1227 MAYFIELD CR	SUISUN CITY CA 94585	1227	MAYFIELD CIRCLE	24/07	350.45	25	20	395.45
17360102	CAZARES LUIS MENDEZ	340 MAYFIELD CIR	SUISUN CITY CA 94585	340	MAYFIELD CIRCLE	24/08	352.86	25	20	397.86
17360211	HUMPHREY WILLIE B & J M JT	333 MAYFIELD CR	SUISUN CITY CA 94585	333	MAYFIELD CIRCLE	24/07	350.45	25	20	395.45
17360215	PEARSON SABRINA	349 MAYFIELD CR	SUISUN CITY CA 94585	349	MAYFIELD CIRCLE	24/07	350.45	25	20	395.45
17378208	GUAN WENYU	941 MCCOY CREEK CR	SUISUN CA 94585	941	MCCOY CREEK CIR	24/07	693.38	25	20	738.38
17359505	VO DINH	429 MCFALL CT	SUISUN CITY CA 94585	429	MCFALL COURT	24/07	350.45	25	20	395.45
17443209	MAXIE RUSSELL D/MAXIE SINAMI R	1665 MCGUIRE CR	SUISUN CITY CA 94585	1665	MCGUIRE CIRCLE	24/06	348.04	25	20	393.04
17443216	TOBOLA IRENE & EUGENIO P JT	1617 MCGUIRE CR	SUISUN CITY CA 94585	1617	MCGUIRE CIRCLE	24/06	348.04	25	20	393.04
17360505	RANSOM CHARLES SR & D P JT	312 MCNABE CT	SUISUN CITY CA 94585	312	MCNABE COURT	24/08	352.86	25	20	397.86
17380301	MOORE ELTON D	450 MEEHAN CT	SUISUN CITY CA 94585	450	MEEHAN COURT	24/07	656.87	25	20	701.87
3719218	BOND CHARLES L & NORA J TR	1201 MICHAEL CT	SUISUN CA 94585	1201	MICHAEL COURT	24/08	352.86	25	20	397.86
17342302	BROWN TORIANO D	1663 KIRKWOOD AV	SAN FRANCISCO CA 94124	1423	MONITOR AVENUE	24/07	350.45	25	20	395.45
17430501	RODRIGUEZ OSCAR M	754 MONTE CARLO DR	SUISUN CITY CA 94585	754	MONTE CARLO DRIVE	24/06	348.04	25	20	393.04
3237105	GUEVARA TERESITA	50 MONTEGO CT	SUISUN CITY CA 94585	50	MONTEGO COURT	24/07	693.38	25	20	738.38
3215110	ROBERTSON ELIZABETH A	216 MORGAN ST	SUISUN CA 94585	216	MORGAN STREET	24/07	929.53	25	20	974.53
3215112	WADDELL ANEKKA	210 MORGAN ST	SUISUN CITY CA 94585	210	MORGAN STREET	24/05	264.71	25	20	309.71
3239113	CHEN SHUKE	8 PERRY DR.	PRINCETON JUNCTION NJ 085	74	MOSSWOOD DRIVE	24/08	282.72	25	20	327.72
3239305	HPK SUISUN HOLDINGS LLC	1830 HOKE CT	PINOLE CA 94564	73	MOSSWOOD DRIVE	24/07	468.06	25	20	513.06
3240108	CARLISLE ROUNAL C & MARIA E JT	806 MOSSWOOD DR	SUISUN CITY CA 94585	806	MOSSWOOD DRIVE	24/08	352.86	25	20	397.86
17317606	CORTESE JEFF	904 MURRE WY	SUISUN CITY CA 94585	904	MURRE WAY	24/08	352.86	25	20	397.86
17349303	TONGA TEVITA	1005 MURRE WY	SUISUN CITY CA 94585	1005	MURRE WAY	24/07	350.45	25	20	395.45
17313408	VELASQUEZ AIDALILA & W JT	908 MUSCOVY CT	SUISUN CA 94585	908	MUSCOVY COURT	24/08	462.90	25	20	507.9
3724152	LEDBETTER TAMI JT	1100 NANCY CT	SUISUN CITY CA 94585	1100	NANCY COURT	24/08	352.86	25	20	397.86
3230315	SETTEMBRINO RALPH N	1002 NEPTUNE CT	SUISUN CITY CA 94585	1002	NEPTUNE COURT	24/07	350.45	25	20	395.45
17340206	CHAAR JOE	896 ANTIQUITY DR.	SUISUN CA 94585	810	OSPREY WAY	24/07	171.40	25	20	216.4
17430512	MACK DENISE	851 PALERMO DR	SUISUN CITY CA 94585	851	PALERMO DRIVE	24/08	352.86	25	20	397.86

17431408	NATIONSTAR MORT LLC	350 HIGHLAND DR.	LEWISVILLE TX 75067	716	PALERMO DRIVE	24/07	350.45	25	20	395.45
3231313	BOBO, JAMES	507 PAULA DR	SUISUN CITY CA 94585	507	PAULA DRIVE	24/08	352.86	25	20	397.86
17326229	JOSE PALMA	1412 PELICAN WY	SUISUN CITY CA 94585	1412	PELICAN WAY	24/05	345.41	25	20	390.41
17362130	BARLAS JAMES G	578 PEYTONIA CT	SUISUN CITY CA 94585-4127	578	PEYTONIA COURT	24/05	412.04	25	20	457.04
17362134	CAOILE JAIME D & VIRGINIE M/DOEL	GER 594 PEYTONIA CT	SUISUN CA 94585	594	PEYTONIA COURT	24/07	1116.95	25	20	1,161.95
17362145	WILLIAMS LOUISE TR	607 PEYTONIA CT	SUISUN CITY CA 94585	607	PEYTONIA COURT	24/06	348.04	25	20	393.04
173621280	GEORGIA LYLES	583 PEYTONIA CT	SUISUN CA 94585	583	PEYTONIA CT	24/08	352.86	25	20	397.86
17323311	ROSE LINDA MARIE	1105 PHEASANT DR	SUISUN CA 94585	1105	PHEASANT DRIVE	24/05	345.41	25	20	390.41
17323321	CLARK TINA JT	1123 PHEASANT DR	SUISUN CITY CA 94585	1123	PHEASANT DRIVE	24/08	416.62	25	20	461.62
17323325	DAY OLLIE JT	1203 PHEASANT DR	SUISUN CITY CA 94585	1203	PHEASANT DRIVE	24/08	352.86	25	20	397.86
3733303	ROBINSON PATRICK R & P JT	1326 PHILIP WY	SUISUN CA 94585	1326	PHILIP WAY	24/08	352.86	25	20	397.86
37331090	TODD HOGLUND	1339 PHILLIP WAY	SUISUN CITY CA 94585	1339	PHILIP WAY	24/05	345.41	25	20	390.41
37141160	LINDA BARNET/PRISKE & BARBARA BA	RNE 1312 PHILLIP WAY	SUISUN CITY CA 94585	1312	PHILLIP WAY	24/07	350.45	25	20	395.45
17304438	JOVIAN COLBERT	318 PINTAIL DR	SUISUN CITY CA 94585	318	PINTAIL DRIVE	24/06	348.04	25	20	393.04
17319408	JOHNSON BRENT/JOHNSON JULIE A	16491 ISOM LN	SONORA CA 95370	1311	PINTAIL DRIVE	24/07	350.45	25	20	395.45
17331230	HERMESCH JOEL & CELIA JT	1417 PINTAIL DR	SUISUN CITY CA 94585	1417	PINTAIL DRIVE	24/08	344.14	25	20	389.14
17331233	PITRE ROSHANDA M	1423 PINTAIL DR	SUISUN CITY CA 94585	1423	PINTAIL DRIVE	24/07	207.06	25	20	252.06
17336303	JACKSON JONATHAN A	1030 PINTAIL DR	SUISUN CITY CA 94585	1030	PINTAIL DRIVE	24/07	350.45	25	20	395.45
17336306	ECHOLS VERIES JR & BRENDA J JT	1024 PINTAIL DR	SUISUN CA 94585	1024	PINTAIL DRIVE	24/07	350.45	25	20	395.45
17337106	GORDON WALTER S IV TR	816 POCHARD WY	SUISUN CITY CA 94585	816	POCHARD WAY	24/08	352.86	25	20	397.86
17359410	DUNN RONALD	1212 POTRERO CIR.	SUISUN CITY CA 94585	1212	POTRERO CIRCLE	24/07	365.09	25	20	410.09
17360226	LAURETA CORNELIO S & R S JT	1265 POTRERO CR	SUISUN CITY CA 94585	1265	POTRERO CIRCLE	24/07	350.45	25	20	395.45
17335432	KAREN MILES	1022 PRAIRIE DR	SUISUN CA 94585	1022	PRAIRIE DRIVE	24/05	345.41	25	20	390.41
17335523	DODSON MARK	130 WEST A ST	DIXON CA 95620	1035	PRAIRIE DRIVE	24/08	352.86	25	20	397.86
17335525	WHITEMON SANDRA A	1039 PRAIRIE DR	SUISUN CA 94585	1039	PRAIRIE DRIVE	24/07	350.45	25	20	395.45
17375135	ALMANZA ARISTEO & MARIA I JT	340 PROMENADE CR	SUISUN CITY CA 94585	340	PROMENADE CIRCLE	24/08	352.86	25	20	397.86
17375305	SMITH WILLIE CLAUDETTE TR	317 PROMENADE CR	SUISUN CITY CA 94585	317	PROMENADE CIRCLE	24/07	350.45	25	20	395.45
17375312	MUSTAFICH CARLOS	375 PROMENADE CR	SUISUN CITY CA 94585	375	PROMENADE CIRCLE	24/05	345.41	25	20	390.41
17375313	CROWLEY SEAN O & GRACE R JT	1519 SHASTA AV	NAPA CA 94558	379	PROMENADE CIRCLE	24/06	348.04	25	20	393.04
17341208	JACKSON ERNEST N & BETTY A JT	1418 PROSPECT WY	SUISUN CITY CA 94585	1418	PROSPECT WAY	24/05	345.41	25	20	390.41
17341216	CARLINO YETSEMANITH C/CARRASCO A	GUS 1402 PROSPECT WAY	SUISUN CA 94585	1402	PROSPECT WAY	24/06	344.62	25	20	389.62
17341312	JAWIAN HARRISON	1423 PROSPECT WY	SUISUN CITY CA 94585	1423	PROSPECT WAY	24/06	169.78	25	20	214.78
17345205	VIRAY JOSEPHINE A & ROGER T JT	1311 REBECCA DR	SUISUN CITY CA 94585	1311	REBECCA DRIVE	24/08	352.86	25	20	397.86
17345208	GERMANY EUGENE & LILLIE R JT	1317 REBECCA DR	SUISUN CA 94585	1317	REBECCA DRIVE	24/08	352.86	25	20	397.86
17302408	GU BOLIANG	401 CORNELL AVE #1	ALBANY CA 94706-1248	824	REDHEAD WAY	24/05	305.10	25	20	350.1
17304303	TAH 20174 BORROWER LLC	1508 BROOKHOLLOW DR.	SANTA ANA CA 92705-5433	815	REDHEAD WAY	24/07	350.45	25	20	395.45
17374112	WADE ANTOINETTE	286 REDSTONE CR	SUISUN CITY CA 94585	286	REDSTONE CIRCLE	24/07	390.35	25	20	435.35
17374217	CRAIG KEVIN C	277 RESTONE CR	SUISUN CITY CA 94585	277	REDSTONE CIRCLE	24/05	287.84	25	20	332.84
17374320	NAZARENO BRYAN J/NAZARENO M P	236 REDSTONE CR	SUISUN CITY CA 94585	236	REDSTONE CIRCLE	24/06	348.04	25	20	393.04
17368318	PEREZ MILES J & OLGA S JT	1308 REEVES CT	SUISUN CITY CA 94585	1308	REEVES COURT	24/07	350.45	25	20	395.45
3719213	PEREZ MARGIE C/CAMARILLO PAUL V	R 1208 RICKY CT	SUISUN CITY CA 94585	1208	RICKY COURT	24/07	388.25	25	20	433.25
17365204	MCALLISTER LAMONT	330 RIDGECREST CR	SUISUN CITY CA 94585	330	RIDGECREST CIRCL	24/08	352.86	25	20	397.86
17364503	VIDRIO MARIO	471 CARNATION DR	FAIRFIELD CA 94533	345	RIDGECREST CIRCLE	24/05	345.41	25	20	390.41
17308413	JOSE SANCHEZ R M	608 RING NECK LN	SUISUN CITY CA 94585	608	RING NECK LANE	24/08	352.86	25	20	397.86
17308521	KODWILL ENTERPRISES LLC	1004 VISTA POINTE CIR	SAN RAMON CA 94582	605	RING NECK LANE	24/07	933.25	25	20	978.25
17308523	CONNELL SCOTT D	609 RING NECK LN	SUISUN CITY CA 94585	609	RING NECK LANE	24/05	347.63	25	20	392.63
3237206	CHEN RUOZHEN	8 PERRY DR.	PRINCETON JUNCTION NJ 085	513	RIO VERDE	24/08	352.86	25	20	397.86
3247216	GAMBOA FRANKIE & YVETTE Y JT	733 ROCKY POINT COVE	SUISUN CITY CA 94585	733	ROCKY POINT COVE	24/08	352.86	25	20	397.86
3240202	JETER MARTHA M JT	82 RODONDO AV	SUISUN CITY CA 94585	82	RODONDO AVENUE	24/07	120.00	25	20	165
3240408	OLMOS JAMIE & MARIA E	61 RODONDO AV	SUISUN CITY CA 94585	61	RODONDO AVENUE	24/06	348.04	25	20	393.04

3240411	OCHOA JUAN	67 REDONDO AVE	SUISUN CA 94585	67	RODONDO AVENUE	24/05	271.70	25	20	316.7
17304405	MARIANO EDNA C	319 RUDDY LN	SUISUN CITY CA 94585	319	RUDDY LANE	24/08	318.56	25	20	363.56
3216451	SHAMIEH FUAD K & MUNTAHA F JT	1012 VIA PALO LINDA	FAIRFIELD CA 94534	1120	SCHOOL STREET	24/05	345.41	25	20	390.41
17369108	SANDIFER ERIC T/SANDIFER DANIELL	E L 220 SEABURY ST	SUSIUN CITY CA 94585	220	SEABURY STREET	24/07	350.45	25	20	395.45
17319403	MICHAEL & NAKIA SACULLA	705 SEAGULL DR	SUISUN CITY CA 94585	705	SEAGULL DRIVE	24/07	186.52	25	20	231.52
17321125	WOODS LAWRENCE W & L D JT	606 SEAGULL DR	SUISUN CITY CA 94585	606	SEAGULL DRIVE	24/08	379.85	25	20	424.85
17324411	BUONCRISTIANI AARON	513 SEAGULL DR	SUISUN CITY CA 94585	513	SEAGULL DRIVE	24/05	551.09	25	20	596.09
17363311	MOORE WANDA	918 SHADYWOOD CR	SUISUN CITY CA 94585	918	SHADYWOOD CIRCLE	24/07	350.45	25	20	395.45
17364522	MUBEEN NOOR A	1066 VINTAGE CT.	VACAVILLE CA 95688	948	SHADYWOOD CIRCLE	24/06	113.18	25	20	158.18
17364526	PURVIS LA TAMEINIA JANEAN	940 SHADYWOOD CR	SUISUN CITY CA 94585	940	SHADYWOOD CIRCLE	24/08	352.86	25	20	397.86
17322527	DEVLIN LONI R	1402 SHASTA ST	SUISUN CITY CA 94585	1402	SHASTA STREET	24/07	162.90	25	20	207.9
17306311	MOORE YONE	403 SHOVELLER DR	SUISUN CITY CA 94585	403	SHOVELLER DRIVE	24/05	345.41	25	20	390.41
17307109	CHAVEZ GUILLERMO JT	404 SHOVELLER DR	SUISUN CITY CA 94585	404	SHOVELLER DRIVE	24/07	350.45	25	20	395.45
17310112	CISNEROS RODRIGO/CISNEROS MARIA	502 SNOW DR	SUISUN CITY CA 94585	502	SNOW DRIVE	24/07	521.90	25	20	566.9
3211509	JOEL SILVA	301 SOLANO ST	SUISUN CITY CA 94585]	301	SOLANO STREET	24/07	350.45	25	20	395.45
17358136	LOPEZ EMMA S	205 SPINNEY WY	SUISUN CITY CA 94585	205	SPINNEY WAY	24/05	287.84	25	20	332.84
17358142	LOVELY BRIAN	229 SPINNEY WAY	SUISUN CITY CA 94585	229	SPINNEY WAY	24/07	350.45	25	20	395.45
17304425	ROBINSON DILLAN/DAVIS TRENT	810 SPOONBILL LN	SUISUN CITY CA 94585	810	SPOONBILL LANE	24/07	350.45	25	20	395.45
17372112	GOPALIA ADITI	1251 TRESTLEWOOD LN	SAN JOSE CA 95138	348	STAMPER CIRCLE	24/07	864.85	25	20	909.85
17338111	WHITE RONNIE E & PAMELA K	901 IDLEWOOD CR	EL SOBRANTE CA 94803	923	STELLER WAY	24/06	348.04	25	20	393.04
17338114	CABALLERO MARISELA	929 STELLER WY	SUISUN CITY CA 94585	929	STELLER WAY	24/07	350.45	25	20	395.45
17338122	REPARD WAYNE A	918 STELLER WY	SUISUN CITY CA 94585	918	STELLER WAY	24/08	427.87	25	20	472.87
17338127	ALEMU DEREJE	908 STELLER WY	SUISUN CA 94585	908	STELLER WAY	24/06	348.04	25	20	393.04
174513040	DAVID KNOTT	1702 STONEMAN	SUISUN CA 94585	1702	STONEMAN	24/06	339.55	25	20	384.55
174514060	CLEMONS TI-YANNA	515 MORGAN ST #A	SUISUN CITY CA 94585	1786	STONEMAN	24/07	350.45	25	20	395.45
174511140	DATARIO ROBERT I,DATARIO A D	1793 STONEMAN DR	SUISUN CA 94585	1793	STONEMAN DR	24/05	1019.26	25	20	1,064.26
3738025	PERION BRIAN & KAMMY	1161 STRAWBERRY LANE	SUISUN CITY CA 94585	1161	STRAWBERRY LANE	24/06	348.04	25	20	393.04
37380290	HOMER & MARVIE MARASIGAN	1133 STRAWBERRY LN	SUISUN CITY CA 94585	1133	STRAWBERRY LN	24/08	426.70	25	20	471.7
3736016	JOSE CASTRO	113 SUMMERTIME LN	SUISUN CITY CA 94585	113	SUMMERTIME LANE	24/07	350.45	25	20	395.45
17301006	MCCLOSKEY REGINA TR	PO BOX 711	DALLAS TX 75221	801	SUNSET AVENUE	24/08	4977.97	25	20	5,022.97
3737006	RAMOS JESUS	147 SUNSHINE ST	SUISUN CITY CA 94585	147	SUNSHINE STREET	24/08	352.86	25	20	397.86
17325501	MOZQUEDA LETICIA/VELAZQUEZ ROBER	TO 1401 SWIFT CT	SUISUN CITY CA 94585	1401	SWIFT COURT	24/05	345.41	25	20	390.41
17376304	CALIZ IDALIA M	254 TAMARISK CR	SUISUN CITY CA 94585	254	TAMARISK CIRCLE	24/08	352.86	25	20	397.86
17377205	RIZALADO ROBERTINO S & H N JT	208 TAMARISK CR	SUISUN CITY CA 94585	208	TAMARISK CIRCLE	24/08	279.75	25	20	324.75
17377217	CRAWLEY MARISSA L	232 TAMARISK CIR	SUISUN CITY CA 94585	232	TAMARISK CIRCLE	24/08	352.86	25	20	397.86
17377222	PAREDES JUAN J C	1917 OLIVEGLEN CT	FAIRFIELD CA 94534	242	TAMARISK CIRCLE	24/07	516.26	25	20	561.26
3246306	TURNER BRENDA SAVAGE	34 TEA ROSE WAY	SUISUN CITY CA 94585	34	TEA ROSE WAY	24/07	262.50	25	20	307.5
3235404	PRECIADO-CARRILLO JOEL	73 TERRY LN	SUISUN CITY CA 94585	73	TERRY LANE	24/08	352.86	25	20	397.86
3730228	BREWER KENNETH & MICHELLE JT	521 THOMAS CR	SUISUN CITY CA 94585	521	THOMAS CIRCLE	24/05	209.66	25	20	254.66
17370104	DAHL CHRISTINE	1417 TILLMAN ST	SUISUN CITY CA 94585	1417	TILLMAN STREET	24/05	316.13	25	20	361.13
17349208	SANDOVAL VICTOR E	1015 TOWHEE WY	SUISUN CITY CA 94585	1015	TOWHEE WAY	24/07	346.94	25	20	391.94
17305502	VIEYRA SERGIO NICOLAS T	803 TREE DUCK WY	SUISUN CITY CA 94585	803	TREE DUCK WAY	24/06	348.04	25	20	393.04
17329216	COLBERT TAMARA J	908 TRUMPETER CT	SUISUN CITY CA 94585	908	TRUMPETER COURT	24/06	348.04	25	20	393.04
17447305	ANTHONY EDDIE & ATRESE	516 SKYLARK DR.	SUISUN CITY CA 94585	1616	TUCSON CIRCLE	24/06	348.04	25	20	393.04
17343117	CLUTTS GLENDA L	838 TULARE CR	SUISUN CITY CA 94585	838	TULARE CIRCLE	24/08	352.86	25	20	397.86
17343120	SPRINGER PATRICK & CARESSA/COOPE	R C 832 TULARE CIR	SUISUN CITY CA 94585	832	TULARE CIRCLE	24/07	1009.51	25	20	1,054.51
17343502	DENISE YAP	831 TULARE CR	SUISUN CA 94585	831	TULARE CIRCLE	24/06	348.04	25	20	393.04
17437202	STARKS RENAULD	1675 VANDENBERG CR	SUISUN CITY CA 94585	1675	VANDENBERG CIRCLE	24/06	348.04	25	20	393.04
17425506	1711 VENTURA WAY LLC	555 LAUREL AVE #501	SAN MATEO CA 94401-4179	1711	VENTURA WAY	24/07	1003.79	25	20	1,048.79
17425510	DENIS HEATHER N & ERICK A JT	1725 VENTURA WY	SUISUN CITY CA 94585	1725	VENTURA WAY	24/06	348.04	25	20	393.04

3243110	MONTELONGO KENNETH D & N R JT	935 KING RICHARDS CT	EL DORADO HILLS CA 95672	402	VINEWOOD COURT	24/06	187.30	25	20	232.3
17318804	OLLISON ELEZA	1213 WAXWING LN	SUISUN CA 94585	1213	WAXWING LANE	24/08	352.86	25	20	397.86
17320227	GUTIERREZ SARED	1201 WAXWING LN	SUISUN CA 94585	1201	WAXWING LANE	24/05	418.74	25	20	463.74
17344402	WALLACE NEVELL & ANGELA G	1002 WESTWIND WY	SUISUN CITY CA 94585	1002	WESTWIND WAY	24/07	350.45	25	20	395.45
17320204	HUKILL WILLIAM M	1114 WHIPPORWILL WY	SUISUN CITY CA 94585	1114	WHIPPORWILL WAY	24/06	348.04	25	20	393.04
17320316	MUNOZ ENRIQUE A PRADO	603 WHIPPORWILL WY	SUISUN CITY CA 94585	603	WHIPPORWILL WAY	24/07	370.50	25	20	415.5
3232303	MORGAN VALENTINA	722 WHISPERING BAY LN	SUISUN CITY CA 94585	722	WHISPERING BAY L	24/06	348.04	25	20	393.04
32321040	BARANCOBIBB LYNN	731 WHIPERING BAY LN	SUISUN CITY CA 94585	731	WHISPERING BAY LN	24/08	252.86	25	20	297.86
17335103	MAGANA PABLOE	1002 WHISTLER DR	SUISUN CITY CA 94585	1002	WHISTLER DRIVE	24/07	365.09	25	20	410.09
17370129	U S BANK NATIONAL ASSC TR	999 N W GRAND BL STE 100	OKLAHOMA CITY OK 73118-61	1436	WHITBY WAY	24/07	350.45	25	20	395.45
17312304	MENDOZA MILTON & MARIBEL JT	607 WHITE WING CT	SUISUN CITY CA 94585	607	WHITE WING COURT	24/07	350.45	25	20	395.45
17312318	MURPHY SJON	388 PUEBLO WAY	VALLEJO CA 94591-8242	606	WHITE WING COURT	24/07	350.45	25	20	395.45
17336521	STEWART SHARON/STEWART JOHN T	1030 WHOOPER WY	SUISUN CITY CA 94585	1030	WHOOPER WAY	24/06	458.08	25	20	503.08
17336602	SMITH MARCIA JT	1003 WHOOPER WY	SUISUN CITY CA 94585	1003	WHOOPER WAY	24/08	464.42	25	20	509.42
17308202	WILSON WENDY J	624 WIGEON WY	SUISUN CITY CA 94585	624	WIGEON WAY	24/08	352.86	25	20	397.86
17308403	FITZPATRICK MEGHAN/ONEIL SPENCER	703 WIGEON WY	SUISUN CA 94585	703	WIGEON WAY	24/07	499.42	25	20	544.42
17310103	SHEETS ROSEMARY TR	1693 BAYWOOD DR	CONCORD CA 94521	602	WIGEON WAY	24/06	348.04	25	20	393.04
17310209	SRPS	8665 E HARTFORD DR STE 20	SCOTTSDALE AZ 85255	517	WIGEON WAY	24/08	529.14	25	20	574.14
17344305	CARRBRIDGE LLC	PO BOX 1226	OAKLAND CA 94604-1226	1018	WINTERS WAY	24/06	339.55	25	20	384.55
17307604	ACOLYTE LIMITED	525 CURTOLA PKWAY	VALLEJO CA 94590	505	WOOD DUCK DR	24/07	773.96	25	20	818.96
17307606	BOSTIC ANGELA M	509 WOOD DUCK DR	SUISUN CA 94585	509	WOOD DUCK DRIVE	24/07	350.45	25	20	395.45
17320103	BJORK JAMES A & MARIE G JT	1014 WOODLARK CT	SUISUN CITY CA 94585	1014	WOODLARK COURT	24/07	256.13	25	20	301.13
3719110	CHURCHWELL NICKOLAUS A	1301 WORLEY RD	SUISUN CITY CA 94585	1301	WORLEY ROAD	24/06	348.04	25	20	393.04
3719242	SCHULT GLORIA L	1215 WORLEY WY	SUISUN CA 94585	1215	WORLEY ROAD	24/06	348.04	25	20	393.04
3723511	MITCHELL VALENTINE C & A C TR	1100 WORLEY RD	SUISUN CA 94585	1100	WORLEY ROAD	24/05	345.41	25	20	390.41
17340319	TAH 2017-1 BORROWER LLC	1508 BROOKHOLLOW DR.	SANTA ANA CA 92705-5433	810	YOSEMITE WAY	24/08	344.14	25	20	389.14
17345501	LAWSON LINDA SUE	832 YOSEMITE WY	SUISUN CITY CA 94585	832	YOSEMITE WAY	24/08	286.07	25	20	331.07
17345617	CAREY EMILY OLEVIA	833 YOSEMITE WY	SUISUN CITY CA 94585	833	YOSEMITE WAY	24/08	352.86	25	20	397.86
17326224	SMITH BENJAMIN/SMITH CAMILLA	6300 FACTOR AVE	SUISUN CITY CA 94585	505	YUBA COURT	24/06	348.04	25	20	393.04
CONTROL TOTALS . . .						324 Records	128388.67	8100.00	6480.00	142968.67