CITY OF BUELLTON

CITY COUNCIL AGENDA
Regular Meeting of December 11, 2025 at 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California

Council meetings will be conducted in person and the public is welcome to attend. Written comments will not be read aloud but can be sent to the City Council via email at council@cityofbuellton.com (please reference agenda item number/subject matter, and include your name and address). The public can observe Council meetings via City TV Live Stream at: http://www.cityofbuellton.com/government/cityTV.php

CALL TO ORDER

Mayor David Silva

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Hudson Hornick, Carla Mead, and John Sanchez, Vice Mayor Elysia Lewis and Mayor David Silva

REORDERING OF AGENDA

PUBLIC COMMENTS

Speaker Slip to be completed and turned into the City Clerk prior to commencement of meeting. Any person may address the Council on any subject pertaining to City business, including all items on the agenda not listed as a Public Hearing, including the Consent Agenda and Closed Session. Limited to three (3) minutes per speaker. By law, no action may be taken at this meeting on matters raised during Public Comments not included on this agenda. Public Speakers using a translator are allotted a total of six (6) minutes to speak, unless simultaneous translation equipment is used.

CONSENT CALENDAR (ACTION)

The following items are considered routine and non-controversial and are scheduled for consideration as a group. Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion. Members of the Public may speak on Consent Agenda items during the Public Comment period.

1. **Minutes of November 13, 2025, Regular City Council Meeting**

2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2025/2026**

3. **Year 2026 Proposed Calendar of City Council Meetings**

4. Monthly Treasurer's Report – October 31, 2025
- ❖ *(Staff Contact: Finance Director Shannel Zamora)*

5. Financial Report for First Quarter Ending September 30, 2025
- ❖ *(Staff Contact: Finance Director Shannel Zamora)*

6. Notice of Completion and Acceptance of the McMurray Road/Highway 246 Improvement Project
- ❖ *(Staff Contact: Public Works Director Rose Hess)*

7. Notice of Completion and Acceptance of the 2023/24 – 2024/25 Combined Road Maintenance Project
- ❖ *(Staff Contact: Public Works Director Rose Hess)*

8. Resolution No. 25-31 - "A Resolution of the City Council of the City of Buellton, California, Accepting Donation Agreement and Quitclaim of Real Property from People Self Help Housing Corporation (Buellton Garden Apartments)"
- ❖ *(Staff Contact: Public Works Director Rose Hess)*

9. Resolution No. 25-32 – "A Resolution of the City Council of the City of Buellton, California, Accepting Quitclaim of Real Property from Buellton Ventures - APN 099-700-043"
- ❖ *(Staff Contact: City Manager Scott Wolfe)*

10. Ordinance No. 25-07 – "An Ordinance of the City Council of the City of Buellton, California, Setting Policies Governing the Planting and Care of Trees on Public Property and Making Provisions for the Emergency Removal of Trees on Private Property under Certain Conditions" (Second Reading)
- ❖ *(Staff Contact: City Manager Scott Wolfe)*

PRESENTATIONS

11. Presentation of Gold Cards to Boys and Girls Club Recipients

PUBLIC HEARINGS

COUNCIL MEMBER COMMENTS/ITEMS

This Agenda listing allows Council Members to provide comments regarding recent events, contributions made or received, and future requests from City Council Members to staff.

WRITTEN COMMUNICATIONS

Written communications are included in the agenda packets. Any Council Member, the City Manager or City Attorney may request that a written communication be read into the record.

COMMITTEE REPORTS

This Agenda listing is the opportunity for Council Members to give verbal Committee Reports on any meetings recently held for which the Council Members are the City representatives thereto.

BUSINESS ITEMS (POSSIBLE ACTION)

12. Consideration of an Additional Pledge of Financial Support for the Santa Ynez Valley Aquatics Complex
- ❖ *(Staff Contact: City Manager Scott Wolfe)*

13. Discussion of Community Meeting Room Rental Application – 202 Dairyland
- ❖ *(Staff Contact: Public Works Director Rose Hess)*

14. Council Reorganization – Appointment of Vice Mayor

15. Appointments to Boards, Commissions, and Committees
(Staff Contact: City Clerk Linda Reid)
- **A. Central Coast Water Authority (CCWA)**
- **B. County Library Advisory Committee**
- **C. Santa Barbara County Association of Governments (SBCAG)**
- **D. Air Pollution Control District (APCD)**
- **E. California Joint Powers Insurance Authority (CJPIA)**
- **F. League of California Cities (LOCC) – Voting Delegate**
- **G. Buellton Chamber of Commerce City Liaison Member**
- **H. Multi-Jurisdictional Solid Waste Task Group**
- **I. Economic Development Task Force**
- **J. City/School District Joint Use Committee**
- **K. Joint Cities-County Affordable Housing Task Group**
- **L. Association of California Water Agencies/Joint Powers Insurance Authority**
- **M. Santa Ynez River Valley Groundwater Basin Central Management Area Groundwater Sustainability Agency JPA (CMA GSA)**
- **N. Central Coast Community Energy (3CE) – (Policy Board/Operations Board)**
- **O. Arts & Culture Committee**
- **P. Other Committees Per Council Direction**

CITY MANAGER'S REPORT

CLOSED SESSION ITEMS (POSSIBLE ACTION)

16. Closed Session Pursuant to California Government Code Section 54956.9(d)(4) Potential Initiation of Litigation

17. Closed Session Pursuant to California Government Code Section 54956.9(d)(2) and (e)(1) Facts Creating Significant Exposure to Litigation Not Known to Potential Plaintiffs

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, January 8, 2026, at 6:00 p.m.

City Manager Review: SW
Council Agenda Item No.: 1

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of November 13, 2025
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Mayor Silva introduced Krista Armenta-Belen, who recited an opening blessing.

ROLL CALL

Present: Council Member John Sanchez, Council Member Hudson Hornick, Council Member Carla Mead, Vice Mayor Elysia Lewis (Via Zoom), and Mayor David Silva

Staff: City Manager Scott Wolfe, City Attorney Greg Murphy, Planning Director Andrea Keefer, Finance Director Shannel Zamora (Via Zoom), Public Works Director Rose Hess (Via Zoom), and City Clerk Linda Reid

City Attorney Murphy announced that Vice Mayor Lewis would participate via Zoom. Vice Mayor Lewis stated she is appearing remotely under the "just cause" provision of the Brown Act.

REORDERING OF AGENDA

City Manager Wolfe announced that Item 8 would be reordered to occur before the Public Hearing of Item 6.

PUBLIC COMMENTS

John Dorwin, Buellton, discussed stormwater enforcement and provided a handout for the record.

Kevin Little, Buellton, stated the Buellton Community Garden members are running a hostile organization and he would like the Council to agendize this issue for further discussion.

Lisa Palmer, Los Olivos, announced that the City of Solvang pledged another $50,000 to the Santa Ynez Valley Community Aquatics Foundation and asked that the City of Buellton pledge the same additional funding for a total from both Cities in the amount of one million dollars.

CONSENT CALENDAR

1. Minutes of October 23, 2025, Regular City Council Meeting

2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2025/2026

3. Financial Report for the Fourth Quarter Ending June 30, 2025

MOTION:
Motion by Council Member Sanchez, seconded by Council Member Mead, approving Consent Calendar Items 1 through 3 as listed.

VOTE:
Motion passed by a roll call vote of 5-0.
Council Member Hornick – Yes
Council Member Mead – Yes
Council Member Sanchez – Yes
Vice Mayor Lewis – Yes
Mayor Silva – Yes

PRESENTATIONS

4. Proclamation Recognizing National Native American Heritage Month

Lucy Padilla and Chris Stevenson representing the Santa Ynez Band of Chumash Indians accepted the proclamation recognizing National Native American Heritage month and thanked the Mayor and Council for their support.

PUBLIC HEARINGS

5. Ordinance No. 25-06 – "An Ordinance of the City Council of the City of Buellton, California, Amending Chapter 3.28.060 of the Buellton Municipal Code Pertaining to Registration Requirements of Hotel Operators Subject to Transient Occupancy Tax, and Adding Chapter 19.06.290 of the Buellton Municipal Code Pertaining to the Operation of Hotels for Short Term Rental Use Only (25-ZOA-01)" (Introduction and First Reading)

City Manager Wolfe explained that Ordinance No. 25-06 has been continued to allow the California Department of Housing and Community Development to weigh in on the terms of the proposed ordinance and that Ordinance 25-06 would be re-noticed by staff.

Council Member Hornick recused himself from Item 5.

MOTION:
Motion by Council Member Sanchez, seconded by Vice Mayor Lewis, continuing the Public Hearing of Ordinance No. 25-06 to a date uncertain.

VOTE:
Motion passed by a roll call vote of 4-0.
Council Member Mead – Yes
Council Member Sanchez – Yes
Vice Mayor Lewis – Yes
Mayor Silva – Yes

8. Deep Dive: Tree Policies, Procedures, and City Ordinance Information

RECOMMENDATION:
That the City Council receive staff's presentation, review the materials provided, and discuss as appropriate.

STAFF REPORT:
Planning Director Keefer presented the staff report.

SPEAKERS/DISCUSSION:
The City Council discussed specifics of the City's current tree policy and requested that staff agendize further discussion regarding the tree planting list, tree canopies, tree height, and other specifics. Staff stated the revised General Plan will address these issues in the latest update, which will be brought to the City Council for further discussion.

DOCUMENTS:
Staff report with attachments as listed in the staff report.

6. Ordinance No. 25-07 – "An Ordinance of the City Council of the City of Buellton, California, Setting Policies Governing the Planting and Care of Trees on Public Property and Making Provisions for the Emergency Removal of Trees on Private Property under Certain Conditions" (Introduction and First Reading)

RECOMMENDATION:
That the City Council consider the introduction and first reading of Ordinance No. 25-07.

STAFF REPORT:
City Manager Wolfe presented the staff report.

DOCUMENTS:
Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:
The City Council discussed aspects of the proposed ordinance and future codification of tree policies and procedures.

Mayor Silva opened the Public Hearing at 7:18 p.m. There being no public comment, Mayor Silva closed the Public Hearing at 7:19 p.m.

MOTION:
Motion by Vice Mayor Lewis, seconded by Mayor Silva, approving the introduction and first reading of Ordinance No. 25-07 – "An Ordinance of the City Council of the City of Buellton, California, Setting Policies Governing the Planting and Care of Trees on Public Property and Making Provisions for the Emergency Removal of Trees on Private Property under Certain Conditions" by title only and waive further reading.

VOTE:
Motion passed by a roll call vote of 5-0.
Council Member Hornick – Yes
Council Member Mead - Yes
Council Member Sanchez – Yes
Vice Mayor Lewis – Yes
Mayor Silva – Yes

COUNCIL MEMBER COMMENTS/ITEMS

Vice Mayor Lewis, Council Member Sanchez, and Council Member Mead, thanked all involved with organizing Fall Fest on the Avenue of Flags and said it was a great event.

Council Member Sanchez requested that staff agendize discussion of additional funding for the Santa Ynez Valley Community Aquatics Foundation.

Council Member Mead thanked the City of Solvang for their additional pledge of $50,000 for the Santa Ynez Valley Community Aquatics Foundation.

Council Member Mead thanked all Veterans for their service.

Council Member Mead requested, and the Council agreed by consensus to have staff look into partnering with Santa Barbara County Animal Care Foundation to install animal microchip scan stations in Buellton.

Council Member Hornick requested an update on narrowing Highway 246 through Buellton. Public Works Director Hess provided an update on this project.

Council Member Hornick requested traffic control measures in Rancho de Maria.

Council Member Hornick requested, and the Council agreed by consensus to have staff look into partnering with the United Way to create Early Childhood Education programs in Buellton.

Council Member Hornick requested additional electronic newsletter communications for residents.

Mayor Silva requested and the Council agreed by consensus to have look into housing trust options.

Mayor Silva requested that staff review the City's current political sign ordinance to ensure it is legally accurate and possibly add an enforcement provision to the ordinance.

Vice Mayor Silva thanked Pam Gnekow for organizing the Veterans Day events in the Valley. Mayor Silva thanked everyone who assisted with the recent Town Hall meetings and those who helped organize Fall Fest and the Halloween Haunted House in Solvang.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Council Member Hornick announced that he attended a Green Team meeting and provided an oral report for the record.

Vice Mayor Lewis announced that she attended a City/School District Joint Use Committee meeting and provided an oral report for the record.

Mayor Silva announced that he attended the Santa Barbara County Association of Governments (SBCAG) North County Sub-Regional Committee meeting and provided an oral report for the record.

BUSINESS ITEMS

7. Consideration of Arts and Culture Project Application: Banner and Social Media Outreach - Buellton.Art

RECOMMENDATION:
That the City Council consider funding for the Arts & Culture project listed above.

STAFF REPORT:
Recreation Coordinator Firey presented the staff report.

SPEAKERS/DISCUSSION:
A. Banner and Social Media Outreach – Buellton.Art

Kristin Merz, project organizer, announced that the Buellton Art Banners has received good press coverage recently and thanked the Council for their continued support.

The City Council requested that the Buellton Art Banners be listed as a funding item in the City's Biennial Budget.

DOCUMENTS:
Staff report with attachments as listed in the staff report.

MOTION:
Motion by Vice Mayor Lewis, seconded by Council Member Sanchez approving funding for $22,572 for Banner and Social Media Outreach – Buellton.Art project.

VOTE:
Motion passed by a roll call vote of 5-0.
Council Member Hornick – Yes
Council Member Mead – Yes
Council Member Sanchez – Yes
Vice Mayor Lewis – Yes
Mayor Silva – Yes

9. General Plan Update 2025-2050; Augmented Scope of Work; Approval of Consultant Contracts for: Sargent Town Planning, Atlas Planning Solutions, Circlepoint

RECOMMENDATION:
That the City Council authorize the City Manager to enter into contracts with Sargent Town Planning, Atlas Planning Solutions, and Circlepoint on the basic terms set forth in the attached scopes of work and associated budgets to support the Comprehensive General Plan Update and related long-range planning efforts for the City of Buellton.

STAFF REPORT:
Planning Director Keefer presented the staff report.

SPEAKERS/DISCUSSION:
The City Council discussed the importance of the General Plan Update and that it deserves due diligence by professional contractors to ensure the best end product.

DOCUMENTS:
Staff report with attachments as listed in the staff report.

MOTION:
Motion by Mayor Silva, seconded by Council Member Hornick authorizing the City Manager to enter into contracts with Sargent Town Planning, Atlas Planning Solutions, and Circlepoint on the basic terms set forth in the attached scopes of work and associated budgets to support the Comprehensive General Plan Update and related long-range planning efforts for the City of Buellton.

VOTE:
Motion passed by a roll call vote of 4-1, with Council Member Sanchez voting no.
Council Member Hornick – Yes
Council Member Mead – Yes
Council Member Sanchez – No
Vice Mayor Lewis – Yes
Mayor Silva – Yes

10. Informational Item: Cost Options for Extended Library Hours

RECOMMENDATION:
That the City Council discuss extending the Buellton Library hours and bring this item back for further discussion in January 2026.

STAFF REPORT:
City Manager Wolfe presented the staff report.

SPEAKERS/DISCUSSION:
The City Council discussed the possibility of extending the Library's hours and that staff bring this item back for further discussion in January 2026.

11. Resolution No. 25-30 – "A Resolution of the City Council of Buellton, California, Establishing a Policy for the Acceptance and Public Disclosure of Donations to the City"

RECOMMENDATION:
That the City Council consider adoption of Resolution No. 25-30.

STAFF REPORT:
Finance Director Zamora presented the staff report.

DOCUMENTS:
Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:
The City Council discussed issues pertaining to creating a policy concerning donations to the City.

MOTION:
Motion by Council Member Hornick, seconded by Vice Mayor Lewis, adopting Resolution No. 25-30 - "A Resolution of the City Council of the City of Buellton, California, Establishing a Policy for the Acceptance and Public Disclosure of Donations to the City"

<u>VOTE:</u>
Motion passed by a roll call vote of 5-0.
Council Member Hornick – Yes
Council Member Mead – Yes
Council Member Sanchez – Yes
Vice Mayor Lewis – Yes
Mayor Silva – Yes

CITY MANAGER'S REPORT

City Manager Wolfe provided an informational report for the record.

CLOSED SESSION ITEMS

12. Closed Session Pursuant to Government Code Section 54956.8
Conference with Real Property Negotiator
Property: 140 West Highway 246, Buellton, CA (APN: 099-261-027)
Agency Negotiator: Scott Wolfe, City Manager
Negotiating Party: Katie Burns, Jones Lang LaSalle Americas, Inc.
Under Negotiation: Price and Terms of Payment

The City Council met in closed session to discuss Item 12. No reportable action was taken.

ADJOURNMENT

Mayor Silva adjourned the regular meeting at 9:02 p.m. The next regular meeting of the City Council will be held on Thursday, December 11, 2025, at 6:00 p.m.

David Silva
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 2

To:	The Honorable Mayor and City Council
From:	Shannel Zamora, Finance Director
Meeting Date:	December 11, 2025
Subject:	List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2025/2026

BACKGROUND

Staff is required to submit a check register to the City Council for approval every Council meeting for the most recently completed check register (Attachment 1).

The check register for the period 11/01/2025 through 11/28/2025 has been prepared in accordance with Government Code section 37202 and Buellton Municipal Code section 3.08.070. The check register lists all vendor payments for the specified period above, along with claimant's name, a brief description of the goods or service purchased, amount of demand, check number, check date and the account number(s) associated with each payment.

The total amount of checks and electronic fund transfers issued for the period of 11/01/2025 through 11/28/2025 was $1,773,131.59.

FISCAL IMPACT

Payments made to the various vendors were consistent with the approved City's Budget for 11/01/2025 through 11/28/2025. Cash is available for the payment disbursements of the above liabilities.

RECOMMENDATION

That the City Council review and accept the check register for the period 11/01/2025 through 11/28/2025.

ATTACHMENTS

Attachment 1 – Claims

ATTACHMENT 1

CONSOLIDATED CLAIMS DISBURSEMENT

BACK-UP/SUPPORT DATA IS AVAILABLE FOR COUNCIL REVIEW IN CITY HALL

The following is a list of claims for the period of **November 1, 2025 through November 28, 2025** for ratification by the City at the **December 11, 2025** City Council Meeting.

EXHIBIT A - A/P Packets processed

A/P Packet# APPKT03575	68,704.35	
A/P Packet# APPKT03577	210,674.67	
A/P Packet# APPKT03578	132,296.99	
A/P Packet# APPKT03579	32,609.78	
A/P Packet# APPKT03633	164,572.64	
A/P Packet# APPKT03634	1,767.71	
A/P Packet# APPKT03635	3,947.11	
A/P Packet# APPKT03669	4,688.00	
A/P Packet# APPKT03670	417.44	
A/P Packet# APPKT03671	156,213.23	
A/P Packet# APPKT03672	34,413.41	
A/P Packet# APPKT03732	39,534.37	
A/P Packet# APPKT03734	152,399.45	
A/P Packet# APPKT03735	337,463.36	
A/P Packet# APPKT03740	256,701.00	
A/P Packet# APPKT03788	13,543.74	
A/P Packet# APPKT03790	593.50	
A/P Packet# APPKT03791	198.25	
Total A/P Packets:	$1,610,739.00	(19 pages)
Utility Packet #UBPKT00003941	271.42	(1 page)
Utility Packet #UBPKT00003948	20.27	(1 page)
Total Disbursement:	$1,611,030.69	

Payroll processed

Staff Payroll	11/14/2025	80,640.60
City Council Payroll	11/26/2025	2,304.24
Staff Payroll	11/28/2025	79,156.06
Total Payroll:		$162,100.90

TOTAL AMOUNT OF CLAIMS:

$1,773,131.59

SZ 12/3/2025

Check Disbursements - City Council - December 11, 2025

City of Buellton, CA

By Payment Number

Payment Dates 11/1/2025 - 11/28/2025

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Acct Key	Payment Amount / Item Amount
16	11/26/2025	000450	SB CO SHERIFF'S DEPARTMENT			256,701.00
	2708	OCT 2025 - LAW ENFORCEMENT DISPATCH COSTS		001-501-60800		8,057.00
	2708	OCT 2025 - LAW ENFORCEMENT SERVICES		001-501-60800		248,644.00
47903	11/7/2025	001199	ANDREA KEEFER			222.60
	001199-10162025	10/16/25 - TRAVEL EXPENSE REIMBURSEMENT		001-565-60710		222.60
47904	11/7/2025	001901	CARLA M MEAD			270.52
	001901-10162025	10/16/25 - TRAVEL EXPENSE REIMBURSEMENT		001-401-60710		270.52
47905	11/7/2025	000122	COMCAST CABLE			320.73
	01041898-10202025	10/25/25 - 11/24/25 - REC - INTERNET SERVICES		001-511-61290		320.73
47906	11/7/2025	000122	COMCAST CABLE			301.40
	0209119-10242025	10/29/25 - 11/28/25 - WWTP - INTERNET SERVICES		005-701-60210		301.40
47907	11/7/2025	000122	COMCAST CABLE			351.40
	0114343-10222025	10/26/25 - 11/25/25 - CH - INTERNET SERVICES		001-410-61292		351.40
47908	11/7/2025	001783	DAVID SILVA			935.47
	001783-10162025	10/16/25 - TRAVEL EXPENSE REIMBURSEMENT		001-401-60710		935.47
47909	11/7/2025	001040	FRONTIER COMMUNICATIONS			374.07
	102401-5-10192025	10/19/25 - 11/18/25 - CCC - TELEPHONE SERVICES		001-410-67705		374.07
47910	11/7/2025	000263	JOHN SANCHEZ			221.90
	000263-10142025	10/14/25 - TRAVEL EXPENSE REIMBURSEMENT		001-401-60710		221.90
47911	11/7/2025	001355	JOSEPH VELASQUEZ			326.20
	001355-10152025	10/15/25 - TRAVEL EXPENSE REIMBURSEMENT		005-701-60710		326.20
47912	11/7/2025	001927	KATHERINE DARY			331.80
	001927-10162025	10/16/25 - TRAVEL EXPENSE REIMBURSEMENT		001-403-60710		331.80
47913	11/7/2025	002025	Lenni Hall			100.00
	002025-11032025	11/03/25 - REFUND RESERVATION DEPOSIT		001-22510		100.00
47914	11/7/2025	001983	PRIMO BRANDS			337.20
	15J0029022365	09/27/25 - 10/26/25 DRINKING WATER		001-410-60800		337.20
47915	11/7/2025	001390	SCOTT WOLFE			2,800.00
	001390-072025RETRO	JUL-OCT 2025 - MERP REIMBURSEMENT PER CONTRAC		001-402-50400		1,600.00
	001390-112025	NOV 2025 - MERP REIMBURSEMENT PER CONTRACT		001-402-50400		1,200.00
47916	11/7/2025	000507	SoCalGas			4.24
	9000-8-10272025	09/23/25 - 10/23/25 - CCC/SC - UTILITIES - GAS		001-410-61230		4.24
47917	11/7/2025	000507	SoCalGas			14.65
	9000-4-10272025	09/23/25 - 10/23/25 - CH - UTILITIES - GAS		001-410-61230		14.65
47918	11/7/2025	000507	SoCalGas			15.78
	5078-2-10292025	09/25/25 - 10/27/25 - LIBRARY - UTILITIES - GAS		001-510-61230		15.78
47919	11/7/2025	000379	U.S. POSTAL SERVICE			650.00
	000379-112025	NOV 2025 - POSTAGE FOR WATER/SEWER		005-701-61131		325.00
	000379-112025	NOV 2025 - POSTAGE FOR WATER/SEWER		020-601-61131		325.00
47920	11/7/2025	000379	U.S. POSTAL SERVICE			436.00
	000379-11012025-BOX	DEC 2025 - NOV 2026 ANNUAL PO BOX 1819 SERVICE F		001-410-61131		436.00

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Acct Key	Payment Amount / Item Amount
47921	11/7/2025	000904	US BANK EQUIPMENT FINANCE			946.70
	567377007	10/20/25 - 11/20/25 - PLNG - COPIER LEASE		001-565-60310		586.45
	567377007	10/20/25 - 11/20/25 - PLNG - COPIER LEASE OVERAGE!		001-565-61130		360.25
47922	11/7/2025	001996	V. Lopez Jr. and Sons General Engineering Contractors, Inc.			201,714.01
	15036 - PAY APP 6	OCT 2025 - LIBRARY/FIELD PARKING LOT		092-220-74100	09222074100	201,714.01
47923	11/14/2025	000105	CITY OF BUELLTON			1,242.97
	000105-10252025	10/25/25 - 11/25/25 IRRIGATION 595 2ND OAK VALLEY		001-552-61211		1,242.97
47924	11/14/2025	002022	Jose Ayon			94.83
	002022-10/21/2025	RESTITUTION PAYMENT - JEFF'S HARDWOOD FLOORIN		001-410-60900	09222374100	94.83
47925	11/14/2025	000976	Patricia Chen			20.00
	000976-11072025	11/07/25 - REC - GOLETA BEACH TRIP REFUND		001-511-67135		20.00
47926	11/14/2025	001841	THE SHERWIN WILLIAMS CO.			255.63
	4653-9	11/05/25 - CH - MAINT/REPAIR ITEMS		001-558-60250		62.35
	9780-6	10/30/25 - CH - MAINT/REPAIR ITEMS		001-558-60250		193.28
47927	11/14/2025	002023	Thomas Barraza			94.83
	002023-10212025	RESTITUTION PAYMENT - JEFF'S HARDWOOD FLOORIN		001-410-60900	09222374100	94.83
47928	11/14/2025	001071	Tractor Supply Co			59.45
	5092-102025	OCT 2025 - MISC MAINT/REPAIR ITEMS		001-552-60258		5.28
	5092-102025	OCT 2025 - MISC MAINT/REPAIR ITEMS		001-558-60250		0.33
	5092-102025	OCT 2025 - MISC MAINT/REPAIR ITEMS		001-558-61127		53.84
47929	11/20/2025	001184	ALBERTSONS/SAFEWAY			14.97
	661839-102125-3324	10/21/25 - CH - OFFICE SUPPLIES		001-410-61130		14.97
47930	11/20/2025	002034	Buellton Polo VIllage Partners LP			10,000.00
	002034-11122025	11/12/25 - PLNG - REFUND MMP DEPOSIT 22-ZC-50		075-22415		10,000.00
47931	11/20/2025	001901	CARLA M MEAD			140.93
	0019001-11112025	11/11/25 - CC - REIMBURSE OFFICE SUPPLIES		001-401-61130		140.93
47932	11/20/2025	001884	DEVON DEFAZIO			2,195.23
	001884-11132025	10/26/25 - 10/31/25 TRAVEL EXP - CODE ENFORCE COI		001-565-60710		2,195.23
47933	11/20/2025	001636	MARCO A COVARRUBIAS			500.00
	001636-11122025	11/12/25 - REIMBURSEMENT - UNIFORM PANTS		001-558-60131		300.00
	001636-11122025	11/12/25 - REIMBURSEMENT - BOOTS		001-558-67600		200.00
47934	11/20/2025	002035	Paul Gelles			1,000.00
	002035-11122025	11/12/25 BUELLTON BEAUTIFICATION LANDSCAPE REI		001-558-74100		1,000.00
47935	11/20/2025	001913	SANTA BARBARA STRINGS			20,000.00
	001913-11132025	2025/2026 ARTS & CULTURE BUELLTON STRINGS PROJ		001-511-67141		20,000.00
47936	11/20/2025	000556	VERIZON WIRELESS			562.28
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		001-410-60014		6.78
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		001-410-67705		38.37
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		001-511-61290		38.37
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		001-558-60210		40.01
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		001-558-67705		161.56
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		001-565-67705		38.37
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		005-701-67705		109.41
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		020-601-60210		40.01
	6127967353	11/09/25 - 12/08/25 - WIRELESS TELEPHONE SERVICE		020-601-67705		89.40
47944	11/25/2025	000753	BEN T. JOHNSON, dba			59,289.00
	3119	11/13/25 - WWTP - ROAD & DRAINAGE REPAIRS		005-701-60250		59,289.00

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47945	11/25/2025	000122	COMCAST CABLE			331.45
	0207915-11132025	11/18/25 - 12/17/25 - CCC - INTERNET SERVICES		001-410-61292		331.45
47946	11/25/2025	002036	Marie Callow			1,000.00
	002036-11142025	11/14/5 - BUELLTON BEAUTIFICATION LANDSCAPE REE		001-558-74100		1,000.00
47947	11/25/2025	001890	Santa Barbara Bicycle Coalition			12,077.00
	1464	FY24-25 OTS GRANT AND SCOPE OF WORK		001-558-60800	GM010070	12,077.00
47948	11/25/2025	000430	SB CO ALCOHOL,DRUG, MH SVCS			3,438.00
	COB 11142025	FY2025-2026 BEHAVIORAL HEALTH MOBILE CRISIS SRV		001-410-67620		3,438.00
47949	11/25/2025	000448	SB CO FIRE DEPARTMENT			68,985.00
	M26-021	OCT - DEC 2025 - SB CNTY FIRE/PARAMEDIC SERVICES		001-501-60810		68,985.00
47950	11/25/2025	000493	State Water Resources Control Board - SWRCB			7,279.00
	SW-0322600	07/01/25 - 06/30/26 - WTP - ANNUAL PERMIT FEE		020-601-67575		7,279.00
1586248	11/4/2025	001897	AMILIA TECHNOLOGIES USA INC.			658.78
	1586248	OCT 2025 - REC - SOFTWARE SUBSCRIPTION		001-511-60210		243.82
	1586248	OCT 2025 - REC - SOFTWARE SUBSCRIPTION		001-511-60211		414.96
10567169	11/14/2025	000193	FIRST NATIONAL BANK OF OMAHA			13,543.74
	0577-10172025	K THOMSEN - CREDIT CARD CHARGES THROUGH 10/17		001-511-60250		57.05
	0577-10172025	K THOMSEN - CREDIT CARD CHARGES THROUGH 10/17		001-511-67140		313.32
	0577-10172025	K THOMSEN - CREDIT CARD CHARGES THROUGH 10/17		001-511-67140	53036-040	206.00
	0577-10172025	K THOMSEN - CREDIT CARD CHARGES THROUGH 10/17		001-511-67140	53037-040	206.00
	1805-10172025	A FIREY - CREDIT CARD CHARGES THROUGH 10/17/25		001-511-60510		39.00
	1805-10172025	A FIREY - CREDIT CARD CHARGES THROUGH 10/17/25		001-511-61130		32.25
	1805-10172025	A FIREY - CREDIT CARD CHARGES THROUGH 10/17/25		001-511-67140		724.00
	1842-10172025	J VELASQUEZ - CREDIT CARD CHARGES THROUGH 10/1		005-701-60710		647.60
	2104-10172025	K DARY - CREDIT CARD CHARGES THROUGH 10/17/25		001-403-60710		1,580.25
	2104-10172025	K DARY - CREDIT CARD CHARGES THROUGH 10/17/25		001-410-60900		45.94
	5735-10172025	D SILVA - CREDIT CARD CHARGES THROUGH 10/17/25		001-401-60710		913.22
	6530-10172025	AJ SANCHEZ - CREDIT CARD CHARGES THROUGH 10/17		001-401-60710		1,002.92
	7431-10172025	L REID - CREDIT CARD CHARGES THROUGH 10/17/25		001-401-61130		104.40
	7431-10172025	L REID - CREDIT CARD CHARGES THROUGH 10/17/25		001-403-60710		445.00
	7431-10172025	L REID - CREDIT CARD CHARGES THROUGH 10/17/25		001-403-60900		30.06
	7905-10172025	S WOLFE - CREDIT CARD CHARGES THROUGH 10/17/25		001-401-72300		2282.99
	7905-10172025	S WOLFE - CREDIT CARD CHARGES THROUGH 10/17/25		001-402-60710		1669.27
	7905-10172025	S WOLFE - CREDIT CARD CHARGES THROUGH 10/17/25		001-410-60900		25.00
	9012-10172025	A KEEFER - CREDIT CARD CHARGES THROUGH 10/17/2!		001-565-60710		323.04
	9447-10172025	S ZAMORA - CREDIT CARD CHARGES THROUGH 10/17/:		001-410-60210		904.32
	9447-10172025	S ZAMORA - CREDIT CARD CHARGES THROUGH 10/17/:		001-410-61130		311.00
	9447-10172025	S ZAMORA - CREDIT CARD CHARGES THROUGH 10/17/:		001-420-60900		29.66
	9447-10172025	S ZAMORA - CREDIT CARD CHARGES THROUGH 10/17/:		001-420-61130		44.15
	9525-10172025	R HESS - CREDIT CARD CHARGES THROUGH 10/17/25		001-558-60210		150.92
	9525-10172025	R HESS - CREDIT CARD CHARGES THROUGH 10/17/25		001-558-60250		682.91
	9525-10172025	R HESS - CREDIT CARD CHARGES THROUGH 10/17/25		001-558-60270		34.75
	9525-10172025	R HESS - CREDIT CARD CHARGES THROUGH 10/17/25		001-558-60710		299.97
	9525-10172025	R HESS - CREDIT CARD CHARGES THROUGH 10/17/25		001-558-61130		67.02
	9525-10172025	R HESS - CREDIT CARD CHARGES THROUGH 10/17/25		001-558-61140		18.48
	9525-10172025	R HESS - CREDIT CARD CHARGES THROUGH 10/17/25		005-701-60250		73.04
	9525-10172025	R HESS - CREDIT CARD CHARGES THROUGH 10/17/25		020-601-60650		206.25
	9884-10172025	P SMITH - CREDIT CARD CHARGES THROUGH 10/17/25		001-511-67135	54066-040	(273.00)
	9884-10172025	P SMITH - CREDIT CARD CHARGES THROUGH 10/17/25		001-511-67140		346.96
117888251	11/3/2025	000782	WAGE WORKS			3,425.02
	INV0016431	FSA Account		001-22170		1,325.03
	INV0016433	Dependent Day Care Account		001-22172		250.01
	INV0016453	FSA Account		001-22170		1,324.98
	INV0016455	Dependent Day Care Account		001-22172		250.00

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	INV0016475	FSA Account		001-22170		275.00
APA000195	11/7/2025	001372	BRENNTAG PACIFIC, INC.			1,432.77
	BPI557675	10/21/25 - WTP - CHEMICALS		020-601-61111		1,432.77
APA000196	11/7/2025	000121	BUELLTON VISITORS BUREAU			37,500.00
	000121-112025	NOV 2025 - VB - MONTHLY CONTRACT		001-410-67790		37,500.00
APA000197	11/7/2025	000112	CLARK PEST CONTROL			316.00
	38634234	11/03/25 - PD/CCC - PEST CONTROL		001-558-60800		203.00
	38634959	11/03/25 - PO - PEST CONTROL		001-558-60800		113.00
APA000198	11/7/2025	000172	ECHO COMMUNICATIONS			416.85
	251100243	NOV 2025 - ANS/MSG SERVICE		001-558-60800		138.95
	251100243	NOV 2025 - ANS/MSG SERVICE		005-701-60800		138.95
	251100243	NOV 2025 - ANS/MSG SERVICE		020-601-60800		138.95
APA000199	11/7/2025	001644	EN FUEGO ENTERPRISES, INC.			11,000.00
	995	2025 - FALL FESTIVAL SAFETY & TRAFFIC EXPENSES		001-410-69600		11,000.00
APA000200	11/7/2025	001364	FAMCON PIPE & SUPPLY-SM			581.85
	S100166036.001	10/22/25 - WTP - MAINT/REPAIR ITEMS		020-601-60250		581.85
APA000201	11/7/2025	001631	LINDE GAS & EQUIPMENT INC.			79.09
	52754316	09/20/25 - 10/20/25 - WWTP - CYLINDER RENTAL		005-701-61111		79.09
APA000202	11/7/2025	000342	NIELSEN BUILDING MATERIALS,INC			309.32
	240331	10/20/25 - CH - MAINT/REPAIR ITEMS		001-558-60250		309.32
APA000203	11/7/2025	001139	PROFORMA			1,257.50
	BR69004395A	10/21/25 - UB - #10 WINDOW ENVELOPES W/ PERMIT		005-701-61130		397.88
	BR69004395A	10/21/25 - UB - #10 WINDOW ENVELOPES W/ PERMIT		020-601-61130		397.88
	BR69004396A	10/21/25 - UB - #9 ENVELOPES		005-701-61130		230.87
	BR69004396A	10/21/25 - UB - #9 ENVELOPES		020-601-61130		230.87
APA000204	11/7/2025	000381	PROPET DISTRIBUTORS, INC.			1,520.95
	2000171	08/12/25 - PW - MATERIALS & SUPPLIES		001-552-61140		1,520.95
APA000205	11/7/2025	000870	ROBERT HALF			6,889.75
	65515911	WEEK ENDING 10/17/25 - TEMP ADMIN ANALYST		001-402-50000		748.13
	65515911	WEEK ENDING 10/17/25 - TEMP ADMIN ANALYST		001-403-50000		149.62
	65515911	WEEK ENDING 10/17/25 - TEMP ADMIN ANALYST		001-420-50000		224.44
	65515911	WEEK ENDING 10/17/25 - TEMP ADMIN ANALYST		001-558-50000		224.44
	65515911	WEEK ENDING 10/17/25 - TEMP ADMIN ANALYST		005-701-50000		74.81
	65515911	WEEK ENDING 10/17/25 - TEMP ADMIN ANALYST		020-601-50000		74.81
	65520926	WEEK ENDING 10/17/25 - FIN - TEMP ACCT TECH		001-420-60800		1,050.00
	65540611	WEEK ENDING 10/24/25 - TEMP ADMIN ANALYST		001-402-50000		598.50
	65540611	WEEK ENDING 10/24/25 - TEMP ADMIN ANALYST		001-403-50000		119.70
	65540611	WEEK ENDING 10/24/25 - TEMP ADMIN ANALYST		001-420-50000		179.55
	65540611	WEEK ENDING 10/24/25 - TEMP ADMIN ANALYST		001-558-50000		179.55
	65540611	WEEK ENDING 10/24/25 - TEMP ADMIN ANALYST		005-701-50000		59.85
	65540611	WEEK ENDING 10/24/25 - TEMP ADMIN ANALYST		020-601-50000		59.85
	65545899	WEEK ENDING 10/24/25 - FIN - TEMP ACCT TECH		001-420-60800		1,050.00
	65564400	WEEK ENDING 10/31/25 - TEMP ADMIN ANALYST		001-402-50000		698.25
	65564400	WEEK ENDING 10/31/25 - TEMP ADMIN ANALYST		001-403-50000		139.65
	65564400	WEEK ENDING 10/31/25 - TEMP ADMIN ANALYST		001-420-50000		209.48
	65564400	WEEK ENDING 10/31/25 - TEMP ADMIN ANALYST		001-558-50000		209.48
	65564400	WEEK ENDING 10/31/25 - TEMP ADMIN ANALYST		005-701-50000		69.82
	65564400	WEEK ENDING 10/31/25 - TEMP ADMIN ANALYST		020-601-50000		69.82
	65570682	WEEK ENDING 10/31/25 - FIN - TEMP ACCT TECH		001-420-60800		700.00
APA000206	11/7/2025	000429	SAFETY-KLEEN CORP.			178.12
	98353236	10/28/25 - WWTP - PARTS WASHER SERVICE		005-701-61111		178.12

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APA000207	11/7/2025	002024	Santa Barbara County Dept of Behavioral Wellness			500.00
	002024-11032025	11/03/25 - REFUND SPECIAL EVENT DEPOSIT		001-22418		500.00
APA000208	11/7/2025	001510	SANTA MARIA CALIFORNIA NEWS MEDIA INC. dba			122.16
	526961	10/30/25 - SYVN - NOTICE PUBLIC HEARING ORD 25-07		001-403-60520		122.16
APA000209	11/7/2025	000894	Santa Ynez Valley Hotel Assn., Inc. dba			39,848.76
	000894-092025	SEP 2025 - SYVTBID AMOUNT		001-22160		40,662.00
	000894-092025	SEP 2025 - SYVTBID ADMIN FEES CREDIT		001-44250		(813.24)
APA000210	11/7/2025	000706	SATCOM GLOBAL, INC.			57.21
	AI11250030	OCT 2025 - IRIDIUM SIM CARD GSA PLAN		001-410-60014		57.21
APA000211	11/7/2025	001282	SUNBELT RENTALS, INC.			1,688.42
	174932306-0001	09/3025 - 10/02/25 - PW - 45' MANLIFT RENTAL		001-558-60250		1,688.42
APA000212	11/7/2025	001188	The Hankering Corporation			14.68
	93383	09/24/25 - CC - PC MAP COPIES		001-401-60900		14.68
APA000213	11/7/2025	001849	THE VALLEY GARDENER OPERATING INC			27,854.56
	37421	09/30/25 - 10/01/25 - RVP - IRRIGATION REPAIRS		001-552-60258		3,344.56
	37464	OCT 2025 - COB - LANDSCAPE MAINTENANCE		001-552-60800		19,870.00
	37464	OCT 2025 - COB - LANDSCAPE MAINTENANCE		001-556-60800		4,640.00
APA000214	11/7/2025	001207	WAGEWORKS INC.			169.00
	INV8353914	OCT 2025 - HC/HCDC FSA ADMIN & COMPLIANCE FEES		001-410-50400		169.00
APA000215	11/7/2025	001780	WILLDAN			560.00
	002-36251	SEP 2025 - BUSD - PLAN CHECK 25-CUP-01/25FDR-000:		001-410-60800		560.00
APA000216	11/17/2025	000065	BURKE, WILLIAMS & SORENSEN, LLP			23,420.90
	352422	SEP 2025 - RETAINER -LEGAL SERVICES FILE 0001		001-404-60840		12,039.00
	352423	SEP 2025 - LEGAL SERVICES - FILE 0061		001-22416	90102070	666.40
	352423	SEP 2025 - LEGAL SERVICES - FILE 0019		001-404-60840		1,285.30
	352423	SEP 2025 - LEGAL SERVICES - FILE 0036		001-404-60840		8,226.20
	352423	SEP 2025 - LEGAL SERVICES - FILE 0062		001-404-60840		632.10
	352423	SEP 2025 - LEGAL SERVICES - FILE 0058		092-307-71200	09230771200	571.90
APA000217	11/17/2025	000118	COASTAL COPY, INC.			1,174.86
	1168206	10/11/25 - 11/10/25 - CH - COPIER LEASE		001-410-60310		411.61
	1168206	10/11/25 - 11/10/25 - CH - COPIER LEASE OVERAGES		001-410-61130		547.08
	1168736	10/17/25 - 11/16/25 - REC - COPIER LEASE		001-511-60310		128.22
	1168736	10/17/25 - 11/16/25 - REC - COPIER LEASE OVERAGES		001-511-61130		87.95
APA000218	11/17/2025	000649	FLUID RESOURCE MANAGEMENT, INC.			108,519.59
	C2567	10/29/25 - WWTP - CLARIFIER 2 COATING PROJECT		092-706-74100	09270674100	95,650.00
	SA25233	2025 Q4 - WWTP - QTRLY 043SA MAINT SERVICE FEE		005-701-60800		1,121.59
	T250925	09/30/25 - WWTP - MONTHLY O&M		005-701-60800		2,686.20
	W24738	08/01/25 & 08/29/25 - WWTP - SERVICE CLARIFIER		005-701-60250		2,756.80
	W25008	09/05/25 - WWTP - REPLACE BELT ON BELT PRESS		005-701-60250		5,925.00
	W25027	09/05/25 - WWTP - MAINT/REPAIR BLOWER 2		005-701-60250		380.00
APA000219	11/17/2025	001430	GSOLUTIONZ, INC.			183.11
	5431	DEC 2025 - MONTHLY GPS INTERMEDIA/ADMIN FEE		001-410-67705		183.11
APA000220	11/17/2025	001430	GSOLUTIONZ, INC.			1,048.30
	4961	09/13/25 - 10/12/25 - TELEPHONE SERVICES		001-401-67705		199.99
	4961	09/13/25 - 10/12/25 - TELEPHONE SERVICES		001-410-67705		394.54
	4961	09/13/25 - 10/12/25 - TELEPHONE SERVICES		001-511-61290		214.62
	4961	09/13/25 - 10/12/25 - TELEPHONE SERVICES		001-558-67705		29.75
	4961	09/13/25 - 10/12/25 - TELEPHONE SERVICES		001-565-67705		172.52
	4961	09/13/25 - 10/12/25 - TELEPHONE SERVICES		005-701-67705		34.50
	4961	09/13/25 - 10/12/25 - TELEPHONE SERVICES		020-601-67705		2.38

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APA000221	11/17/2025	001107	HdL Coren & Cone			962.50
	SIN055752	OCT - DEC 2025 PROPERTY TAX SERVICES		001-420-60800		962.50
APA000222	11/17/2025	000395	JOSE RAFAEL RUIZ dba			2,460.00
	2475	NOV 2025 - RVP/OVP - JANITORIAL SERVICES		001-552-60800		2,460.00
APA000223	11/17/2025	000142	LOGAN R. FITZGERALD dba			3,005.00
	000142-11012025	OCT 2025 - CH/LIB/PKS - JANITORIAL SERVICES		001-552-60800		990.00
	000142-11012025	OCT 2025 - CH/LIB/PKS - JANITORIAL SERVICES		001-558-60800		2,015.00
APA000224	11/17/2025	002027	PC Mechanical Inc.			2,286.62
	33075	11/11/25 - REC - FORD E350 VIN 1879 LIFT REPAIRS		001-511-60270		2,286.62
APA000225	11/17/2025	001849	THE VALLEY GARDENER OPERATING INC			21,369.00
	37460	10/10/25 - PW - S-4 VALLEY DAIRY/ARDEN TREE MAIN1		001-556-60800		13,025.00
	37462	10/14/25 - PW - THUMBILINA /KENDALE RD TREE MAI		001-556-60800		2,260.00
	37463	10/15/25 - PW - M-2 & S-15 TREE TRIMMING OAK TRE		001-556-60800		6,084.00
APA000226	11/17/2025	000765	VICTOR RODRIGUEZ dba			142.76
	61780	10/14/25 - PW - VEHICLE MAINT/REPAIR VIN 4976		001-558-60270		142.76
APA000227	11/17/2025	001649	CIVIC SOLUTIONS			4,688.00
	73125	JULY 2025 - PLNG - GENERAL PLAN		001-565-60855		4,688.00
APA000228	11/20/2025	001803	AMANDA JOHNSON			125.00
	001803-11032025	OCT 2025 - REC - FITNESS INSTRUCTOR		001-511-67140		125.00
APA000229	11/20/2025	001774	CALIFORNIA CONSULTING, INC.			4,250.00
	7488	NOV 2025 - GRANT WRITING SERVICES		001-410-60800		4,250.00
APA000230	11/20/2025	001943	CAROLINE HOWE			451.50
	001943-11032025	OCT 2025 - REC - COUNTRY LINE DANCE INSTRUCTOR		001-511-67140		451.50
APA000231	11/20/2025	000101	CITY OF SOLVANG			150.00
	INV03697	FY 2025/2026 - REC - Q1 50/50 DUE TO SOLVANG		001-511-67570		150.00
APA000232	11/20/2025	000655	COAST NETWORX, INC.			3,473.76
	30215	NOV 2025 - BARRACUDA SPAM FILTER ANNUAL RENEV		001-410-60210		2,255.76
	4010847	NOV 2025 - SENTINELONE-ENDPOINT SECURITY		001-410-60210		423.00
	MSP-4010832	NOV 2025 - MONTHLY - GUARDIAN MSP SERVICES		001-410-60210		795.00
APA000233	11/20/2025	000118	COASTAL COPY, INC.			1,807.60
	1165094	09/17/25 - 10/16/25 - REC - COPIER LEASE		001-511-60310		128.22
	1165094	09/17/25 - 10/16/25 - REC - COPIER LEASE OVERAGES		001-511-61130		75.52
	1171649	11/11/25 - 12/10/25 - CH - COPIER LEASE		001-410-60310		411.61
	1171649	11/11/25 - 12/10/25 - CH - COPIER LEASE OVERAGES		001-410-61130		1,192.25
APA000234	11/20/2025	000598	ENGEL & GRAY, INC.			10,344.33
	5AX00002	OCT 2025 - WWTP - WASTE HANDLING BIO SOLIDS		005-701-60800		10,344.33
APA000235	11/20/2025	000187	FARM SUPPLY COMPANY			112.17
	79383	10/28/25 - RVP - MAINT/REPAIR ITEMS		001-552-60258		35.01
	79423	10/31/25 - RVP - MAINT/REPAIR ITEMS		001-552-60258		71.40
	79436	10/31/25 - RVP - MAINT/REPAIR ITEMS		001-552-60258		5.76
APA000236	11/20/2025	001430	GSOLUTIONZ, INC.			999.11
	5387	10/13/25 - 11/12/25 - TELEPHONE SERVICES		001-401-67705		179.94
	5387	10/13/25 - 11/12/25 - TELEPHONE SERVICES		001-410-67705		377.87
	5387	10/13/25 - 11/12/25 - TELEPHONE SERVICES		001-511-61290		200.22
	5387	10/13/25 - 11/12/25 - TELEPHONE SERVICES		001-558-67705		29.99
	5387	10/13/25 - 11/12/25 - TELEPHONE SERVICES		001-565-67705		173.91
	5387	10/13/25 - 11/12/25 - TELEPHONE SERVICES		005-701-67705		34.78
	5387	10/13/25 - 11/12/25 - TELEPHONE SERVICES		020-601-67705		2.40

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Acct Key	Payment Amount / Item Amount
APA000237	11/20/2025	001433	JULIE EVERETT			213.50
	001433-11032025	OCT 2025 - REC - TINY TOTS UNIVERSITY INSTRUCTOR		001-511-67140		213.50
APA000238	11/20/2025	011300	KAREN PALMER			21.00
	011300-11032025	OCT 2025 - REC - KUNDALINI YOGA INSTRUCTOR		001-511-67140		21.00
APA000239	11/20/2025	001778	LYNNETTE KUFELDT			75.00
	001778-11032025	OCT 2025 - REC - YOGA FITNESS INSTRUCTOR		001-511-67140		75.00
APA000240	11/20/2025	000310	MARBORG INDUSTRIES			755.94
	6661294	10/31/25 - WWTP - ROLL OFF EXCHANGE & RECYCLE		092-706-74100	09270674100	476.94
	6663380	10/31/25 - WWTP - ROLL OFF RENTALS		092-706-74100	09270674100	279.00
APA000241	11/20/2025	001377	MARNA PALSGAARD			280.50
	001377-11032025	OCT 2025 - REC - SPIN CLASS INSTRUCTOR		001-511-67140		280.50
APA000242	11/20/2025	000353	MICHAEL J. BOGGESS			125.00
	INV-5367	OCT 2025 - WEBSITE MAINTENANCE		001-410-60210		125.00
APA000243	11/20/2025	000342	NIELSEN BUILDING MATERIALS,INC			127.55
	241096	10/24/25 - CH - MAINT/REPAIR ITEMS		001-558-60250		82.63
	241493	10/27/25 - CH - MAINT/REPAIR ITEMS		001-558-60250		44.92
APA000244	11/20/2025	002033	Nikki Terranova			100.00
	002033-11032025-1	SEP 2025 - REC - MIXXED FIT FITNESS INSTRUCTOR		001-511-67140		25.00
	002033-11032025-2	OCT 2025 - REC - MIXXED FIT FITNESS INSTRUCTOR		001-511-67140		75.00
APA000245	11/20/2025	002021	Optimized Investment Partners, LLC			1,564.03
	1522	OCT 2025 - INVESTMENT ADVISORY SERVICES		001-420-60800		1,564.03
APA000246	11/20/2025	000801	O'REILLY AUTOMOTIVE STORES, INC.			40.92
	4372-146530	10/21/25 - WWTP - VEHICLE MAINT/REPAIR ITEMS		005-701-60270		40.92
APA000247	11/20/2025	000391	QUALITY CODE PUBLISHING, LLC			4,006.00
	PG000044032	11/10/25 - COB MUNICIPAL CODE SUPPLEMENT NO. 2		001-403-60012		4,006.00
APA000248	11/20/2025	000390	QUINN COMPANY			4,441.62
	WO030063189	10/29/25 - CATERPILLAR MODEL 426 - EQUIP REPAIRS		001-558-60270		1,405.69
	WO030063189	10/29/25 - CATERPILLAR MODEL 426 - EQUIP REPAIRS		005-701-60270		1,405.68
	WO030063189	10/29/25 - CATERPILLAR MODEL 426 - EQUIP REPAIRS		020-601-60270		1,405.68
	WO030063192	10/29/25 - CATERPILLAR MODEL 426 - EQUIP REPAIRS		001-558-60270		74.85
	WO030063192	10/29/25 - CATERPILLAR MODEL 426 - EQUIP REPAIRS		005-701-60270		74.86
	WO030063192	10/29/25 - CATERPILLAR MODEL 426 - EQUIP REPAIRS		020-601-60270		74.86
APA000249	11/20/2025	000870	ROBERT HALF			875.00
	65594867	WEEK ENDING 11/07/25 - FIN - TEMP ACCT TECH		001-420-60800		875.00
APA000250	11/20/2025	001885	SAIRA DAVISON			225.00
	001885-11032025	OCT 2025 - REC - PICKLEBALL STAFF INSTRUCTOR		001-511-67140		225.00
APA000251	11/20/2025	000465	SP MAINTENANCE SERVICES, INC.			3,806.20
	99488	OCT 2025 - STREET SWEEPING		001-558-60800		3,806.20
APA000252	11/20/2025	001808	TERRY NIELSEN			200.00
	001808-11032025	OCT 2025 - REC - WEIGHT TRAINING INSTRUCTOR		001-511-67140		200.00
APA000253	11/20/2025	001111	TETRA TECH, INC.			117,142.50
	52493977	SEP 2025 - ENG SRVCS - ENCROACHMENT PERMITS		025-557-60800		7,063.75
	52493978	SEP 2025 - ENG SRVCS - 73 INDUSTRIAL WAY FIGUERO		001-22416	90037-070	312.50
	52493979	SEP 2025 - ENG SRVCS - 5-ACRE BLDG INDUSTRIAL WA		001-22416	90044-070	312.50
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		001-551-60800		8,387.50
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		001-565-60830		3,780.00
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		005-701-60830		1,220.00
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		020-601-60800		3,840.00
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		020-601-60830		980.00

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Acct Key	Payment Amount / Item Amount
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		025-554-60800		13,780.00
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		025-554-60830		880.00
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		029-557-60800		900.00
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		092-220-71500	09222071500	16,130.00
	52493980	SEP 2025 - COB - ENGINEERING SERVICES		092-322-71500	09232271500	16,686.25
	52493981	SEP 2025 - ENG SRVCS - BUE-17 IND WAY ACCESS		001-22416	90043075	3,280.00
	52493982	SEP 2025 - ENG SRVCS - POLO VILLAGE		001-22416	90077070	480.00
	52493983	SEP 2025 - ENG SRVCS - 430/440 CENTRAL AVE		001-22416	90091070	531.25
	52493984	SEP 2025 - ENG SRVCS - GARDEN APTS PSHH		001-22416	90066-070	1,780.00
	52493985	SEP 2025 - ENG SRVCS - MCMURRAY HOTELS		001-22416	90084070	1,080.00
	52493986	SEP 2025 - ENG SRVCS - VILLAGE SENIOR APTS		001-22416	90080070	2,820.00
	52493987	SEP 2025 - ENG SRVCS - HWY 246 & MCMURRAY RD IM		092-307-71500	09230771500	14,348.75
	52493988	SEP 2025 - ENG SRVCS - HUNDRED HILLS SCHOOL		001-22416	90100070	5,910.00
	52493989	SEP 2025 - ENG SRVCS - WATER STORAGE ASSESSMENT		020-601-60830		12,480.00
	52493990	SEP 2025 - ENG SRVCS - HWY 246 COMMERCIAL CENTE		001-22416	90096070	160.00
APA000254	11/20/2025	001549	VICTOR McCONNELL VIDEO, PHOTO, IT			500.00
	0000418	SEP 2025 - CC - LIVE STREAM OPERATION IT SERVICES		001-401-60900		500.00
APA000255	11/25/2025	000005	ABALONE COAST ANALYTICAL, INC.			41.00
	6818-CM	SEP 2025 ADJ - WTP - CHEMICALS/ANALYSIS		020-601-61111		(537.00)
	6834	OCT 2025 - WTP - CHEMICALS/ANALYSIS		020-601-61111		578.00
APA000256	11/25/2025	000820	ACWA/JPIA			3,979.56
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		001-401-50400		749.52
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		001-402-50400		240.77
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		001-403-50400		161.70
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		001-410-50400		295.40
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		001-420-50400		205.75
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		001-511-50400		485.57
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		001-558-50400		685.13
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		001-565-50400		300.36
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		005-701-50400		427.68
	0707695	DEC 2025 - DENTAL/VISION/EAP PREMIUMS		020-601-50400		427.68
APA000257	11/25/2025	000035	ASSOCIATED TRANSPORTATION ENGINEERS			11,175.00
	2010	SEP 2025 - PLNG - PROF SRVCS - COB TIA GUIDELINES		001-565-60855		4,782.50
	2039	10/31/25 - PLNG - PROF SRVCS - COB GENERAL PLAN		001-565-60855		1,980.00
	2041	11/07/25 - PLNG - PRO SRVCS - COB TIA GUIDELINES		001-565-60855		4,412.50
APA000258	11/25/2025	000072	CA JOINT POWERS INS AUTHORITY			226,666.00
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		001-401-50300		14,643.74
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		001-402-50300		4,339.03
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		001-403-50300		2,305.48
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		001-410-50600		96,357.61
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		001-420-50300		7,547.66
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		001-511-50300		40,946.91
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		001-558-50300		8,926.18
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		001-565-50300		8,256.27
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		005-701-50300		9,830.31
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		005-701-50600		12,044.70
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		020-601-50300		9,423.41
	PRIM-00017	FY2025-2026 - LIABILITY/WORKERS' COMP CONTRIBUT		020-601-50600		12,044.70
APA000259	11/25/2025	000107	CITY OF LOMPOC			1,666.66
	18752	DEC 2025 - TRANSIT SERVICES		027-559-67445		1,666.66
APA000260	11/25/2025	001649	CIVIC SOLUTIONS			11,943.50
	103125	OCT 2025 - PLNG - GENERAL PLAN		001-565-60855		11,943.50

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Acct Key	Payment Amount Item Amount
APA000261	11/25/2025	000112	CLARK PEST CONTROL			200.00
	38635760	11/13/25 - LIBRARY - PEST CONTROL		001-558-60800		200.00
APA000262	11/25/2025	000241	J B DEWAR, INC.			1,231.26
	431776	10/31/25 - WWTP - DYED DIESEL TANKWAGON FUEL 3(		005-701-61111		1,231.26
APA000263	11/25/2025	000812	KOSMONT & ASSOCIATES, INC.			1,236.30
	2402.4-008	OCT 2025 - PLNG - PROF SERVICES		001-565-60800		1,236.30
APA000264	11/25/2025	000954	MICHAEL MacEACHERM dba			23,500.00
	5858	11/04/25 - PW - ANNUAL STORM DRAIN CLEANING		001-551-60250		19,900.00
	5860	10/17/25 & 10/20/25 - PW - VACCON STORM DRAINS		001-551-60250		3,600.00
APA000265	11/25/2025	000669	O'CONNOR & SONS dba			80.00
	30441589	11/13/25 - WWTP - PEST CONTROL SERVICES		005-701-60800		80.00
APA000266	11/25/2025	000801	O'REILLY AUTOMOTIVE STORES, INC.			61.07
	4372-147937	10/27/25 - PW - VEHICLE MAINT/REPAIR ITEMS		001-558-60270		47.61
	4372-148862	10/31/25 - WTP - VEHICLE MAINT/REPAIR ITEMS		020-601-60270		13.46
APA000267	11/25/2025	000381	PROPET DISTRIBUTORS, INC.			2,348.44
	2001777	11/11/25 - PW - LITTER PICK UP BAGS		001-552-61140		2,348.44
APA000268	11/25/2025	001738	REECE - BRANCH: 5010 BUELLTON CA			25.57
	S122090382.001	11/06/25 - WTP - MAINT/REPAIR ITEMS		020-601-60250		25.57
APA000269	11/25/2025	000870	ROBERT HALF			1,479.63
	65590352	WEEK ENDING 11/07/25 - TEMP ADMIN ANALYST		001-402-50000		739.83
	65590352	WEEK ENDING 11/07/25 - TEMP ADMIN ANALYST		001-403-50000		147.96
	65590352	WEEK ENDING 11/07/25 - TEMP ADMIN ANALYST		001-420-50000		221.94
	65590352	WEEK ENDING 11/07/25 - TEMP ADMIN ANALYST		001-558-50000		221.94
	65590352	WEEK ENDING 11/07/25 - TEMP ADMIN ANALYST		005-701-50000		73.98
	65590352	WEEK ENDING 11/07/25 - TEMP ADMIN ANALYST		020-601-50000		73.98
APA000270	11/25/2025	000894	Santa Ynez Valley Hotel Assn., Inc. dba			39,551.82
	000894-102025	OCT 2025 - SYVTBID AMOUNT		001-22160		40,359.00
	000894-102025	OCT 2025 - SYVTBID ADMIN FEES CREDIT		001-44250		(807.18)
APA000271	11/25/2025	001956	SOLID WASTE SOLUTIONS, INC.			671.50
	1010	OCT 2025 - SB1383/AB939 - ANNUAL REPORT PREP		001-558-60800	GM008-070	671.50
APA000272	11/25/2025	000535	UNDERGROUND SERVICE ALERT			26.00
	1020250089	OCT 2025 - NEW TIKET CHARGES/MONTHLY DB FEES		005-701-60800		13.00
	1020250089	OCT 2025 - NEW TIKET CHARGES/MONTHLY DB FEES		020-601-60800		13.00
APA000273	11/25/2025	001840	VESTIS			761.90
	792212509-10312025	OCT 2025 - MATS/TOWEL SERVICE		001-558-60800		609.52
	792212509-10312025	OCT 2025 - MATS/TOWEL SERVICE		005-701-60800		152.38
APA000274	11/25/2025	000677	WALLACE GROUP			10,818.15
	66172	SEP 2025 - PRO SRVCS - FY 25-26 & FY 26-27		005-701-60800		10,818.15
1003039849	11/3/2025	000914	CalPERS			9,681.46
	INV0016483	PEPRA Retirement Employee Contribution		001-22164		4,834.86
	INV0016484	PEPRA Retirement Employer Contribution		001-22164		4,846.60
1003039850	11/3/2025	000914	CalPERS			7,920.81
	INV0016481	Classic Retirement Employee Contribution		001-22164		2,720.59
	INV0016482	Classic Retirement Employer Contribution		001-22164		5,200.22
1003052212	11/19/2025	000914	CalPERS			9,798.94
	INV0016504	PEPRA Retirement Employee Contribution		001-22164		4,893.53
	INV0016505	PEPRA Retirement Employer Contribution		001-22164		4,905.41

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Acct Key	Payment Amount / Item Amount
1003052213	11/19/2025	000914	CalPERS			7,574.74
	INV0016502	Classic Retirement Employee Contribution		001-22164		2,601.72
	INV0016503	Classic Retirement Employer Contribution		001-22164		4,973.02
1003056896	11/28/2025	000914	CalPERS			198.25
	INV0016521	PEPRA Retirement Employee Contribution		001-22164		99.01
	INV0016522	PEPRA Retirement Employer Contribution		001-22164		99.24
442411182025	11/20/2025	000768	WEX BANK			2,984.24
	108295131	OCT 2025 - FUEL CHARGES		001-501-61280		71.30
	108295131	OCT 2025 - FUEL CHARGES		001-511-61280		303.62
	108295131	OCT 2025 - FUEL CHARGES		001-558-61280		2,074.23
	108295131	OCT 2025 - FUEL CHARGES		005-701-61280		178.59
	108295131	OCT 2025 - FUEL CHARGES		020-601-61280		356.50
803705887219	11/6/2025	000912	The Hartford			455.86
	INV0016434	Life Insurance		001-22165		214.65
	INV0016456	Life Insurance		001-22165		214.61
	INV0016494	Life Insurance		001-22165		26.60
0-981-019-728	11/4/2025	000916	Employment Development Department			5,391.35
	INV0016487	State Withholding		001-22150		4,168.16
	INV0016488	State Unemployment		001-22163		12.81
	INV0016490	Employee Training Tax		001-22163		0.86
	INV0016492	State Disability Insurance		001-22162		1,209.52
EBP51-953259	11/10/2025	000910	Aflac			417.44
	INV0016432	Supplemental Insurance		001-22168		148.40
	INV0016443	AFLAC Disability Insurance		001-22168		60.32
	INV0016454	Supplemental Insurance		001-22168		148.40
	INV0016465	AFLAC Disability Insurance		001-22168		60.32
1-173-060-688	11/18/2025	000916	Employment Development Department			6,224.72
	INV0016510	State Withholding		001-22150		4,824.20
	INV0016511	State Unemployment		001-22163		16.27
	INV0016513	Employee Training Tax		001-22163		1.09
	INV0016515	State Disability Insurance		001-22162		1,383.16
10000001809483	11/10/2025	000914	CalPERS			31,928.14
	100000018094838	NOV 2025 - ER PAID - RETIREE MEDICAL & ADMIN FEES		001-410-50400		16,152.60
	INV0016437	Blue Shield Medical Insurance		001-22167		4,363.25
	INV0016444	PersChoice Medical		001-22167		3,524.53
	INV0016459	Blue Shield Medical Insurance		001-22167		4,363.23
	INV0016466	PersChoice Medical		001-22167		3,524.53
62184878310416	11/10/2025	000813	HOME DEPOT CREDIT SERVICES			681.64
	4786-10212025	OCT 2025 - MAINT/REPAIR/MATL'S/SUPPLIES		001-552-60258		152.20
	4786-10212025	OCT 2025 - MAINT/REPAIR/MATL'S/SUPPLIES		001-558-60250		529.44
2705707-	11/3/2025	000917	Internal Revenue Service			14,048.10
	INV0016489	Social Security		001-22161		92.26
	INV0016491	Federal Withholding		001-22140		10,763.23
	INV0016493	Medicare		001-22161		3,192.61
2705722-	11/18/2025	000917	Internal Revenue Service			15,935.97
	INV0016512	Social Security		001-22161		98.02
	INV0016514	Federal Withholding		001-22140		12,247.30
	INV0016516	Medicare		001-22161		3,590.65
2705730-	11/26/2025	000917	Internal Revenue Service			593.50
	INV0016523	Federal Withholding		001-22140		500.00
	INV0016524	Medicare		001-22161		93.50

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Acct Key	Payment Amount / Item Amount
G76375-	11/4/2025	000918	AMERICAN UNITED LIFE INSURANCE COMPANY			27,781.75
	INV0016435	Loan Repayment		001-22173		29.49
	INV0016436	Loan Repayment-26		001-22173		311.12
	INV0016442	Deferred Compensation		001-22169		7,595.75
	INV0016445	Roth Deferral		001-22169		1,315.00
	INV0016457	Loan Repayment		001-22173		29.49
	INV0016458	Loan Repayment-26		001-22173		311.12
	INV0016464	Deferred Compensation		001-22169		7,607.14
	INV0016467	Roth Deferral		001-22169		1,315.00
	INV0016480	Loan Repayment-26		001-22173		311.12
	INV0016485	Deferred Compensation		001-22169		7,641.52
	INV0016486	Roth Deferral		001-22169		1,315.00
L8409286-	11/12/2025	001388	VINTAGE WALK OWNERS ASSOCIATION			304.09
	970899-112025	NOV 2025 - 597 AOF# 101 - HOA FEES		001-410-60900		304.09

Payment Total: 1,610,739.00

Report Summary

Fund Summary

Fund		Payment Amount
001 - General Fund		1,055,284.91
005 - Sewer Fund		123,175.75
020 - Water Fund		52,131.08
025 - Gas Tax Fund		21,723.75
027 - Local Transportation Fund		1,666.66
029 - Transportation Planning		900.00
075 - Trust & Agency Fund		10,000.00
092 - Capital Improvement Proj Fund		345,856.85
	Grand Total:	**1,610,739.00**

Account Summary

Account Number	Account Name	Payment Amount
001-22140	Federal Payroll Taxes	23,510.53
001-22150	State Payroll Taxes	8,992.36
001-22160	SYVTBID Payable	81,021.00
001-22161	SS/MC Payroll Taxes	7,067.04
001-22162	SDI Payroll Taxes	2,592.68
001-22163	UI/ETT Payroll Taxes	31.03
001-22164	PERS Retirement	35,174.20
001-22165	Grp Life Insurance	455.86
001-22167	Medical Deduction	15,775.54
001-22168	Supplemental Ins Ded	417.44
001-22169	DCP Liability	26,789.41
001-22170	FSA Deduction	2,925.01
001-22172	Dependent Daycare Ded	500.01
001-22173	Employee Loan Deduction	992.34
001-22416	Developer Deposit	17,332.65
001-22418	Special Event Deposit	500.00
001-22510	Park/Damage Charge	100.00
001-401-50300	Workers Compensation	14,643.74
001-401-50400	Medical Benefit	749.52
001-401-60710	Travel & Training	3,344.03
001-401-60900	Miscellaneous	514.68
001-401-61130	Office Supplies	245.33
001-401-67705	Telephone	379.93
001-401-72300	Computer Equipment	2,282.99
001-402-50000	Salaries	2,784.71
001-402-50300	Workers Compensation	4,339.03
001-402-50400	Medical Benefit	3,040.77
001-402-60710	Travel & Training	1,669.27
001-403-50000	Salaries	556.93
001-403-50300	Workers Compensation	2,305.48
001-403-50400	Medical Benefit	161.70
001-403-60012	Code Updates	4,006.00
001-403-60520	Advertising - Legal	122.16
001-403-60710	Travel & Training	2,357.05
001-403-60900	Miscellaneous	30.06
001-404-60840	Contract Services-Legal Fees	22,182.60
001-410-50400	Medical Benefit	16,617.00
001-410-50600	Insurance - Liability	96,357.61
001-410-60014	Emergency Operations	63.99
001-410-60210	Computer Maintenance &Software	4,503.08
001-410-60310	Equipment Rental	823.22
001-410-60800	Contract Services	5,147.20
001-410-60900	Miscellaneous	564.69
001-410-61130	Office Supplies	2,065.30
001-410-61131	Postage	436.00

Account Summary

Account Number	Account Name	Payment Amount
001-410-61230	Utilities - Gas	18.89
001-410-61292	Internet Access/ Website Maint	682.85
001-410-67620	SB Co Mntl Hlth Mbl Crisis Svc	3,438.00
001-410-67705	Telephone	1,367.96
001-410-67790	Visitors Bureau	37,500.00
001-410-69600	Undesignated Misc Support	11,000.00
001-420-50000	Salaries	835.41
001-420-50300	Workers Compensation	7,547.66
001-420-50400	Medical Benefit	205.75
001-420-60800	Contract Services	6,201.53
001-420-60900	Miscellaneous	29.66
001-420-61130	Office Supplies	44.15
001-44250	Miscellaneous	(1,620.42)
001-501-60800	Contract Services	256,701.00
001-501-60810	Contract Services - Fire Dept	68,985.00
001-501-61280	Fuel - Vehicles	71.30
001-510-61230	Utilities - Gas	15.78
001-511-50300	Workers Compensation	40,946.91
001-511-50400	Medical Benefit	485.57
001-511-60210	Computer Maintenance & Software	243.82
001-511-60211	Data Processing Contract Maint	414.96
001-511-60250	Maintenance/Repair	57.05
001-511-60270	Maintenance-Vehicles	2,286.62
001-511-60310	Equipment Rental	256.44
001-511-60510	Advertising	39.00
001-511-61130	Office Supplies	195.72
001-511-61280	Fuel-Vehicles	303.62
001-511-61290	Telephone/Internet	773.94
001-511-67135	Buellton Rec Program Trips	(253.00)
001-511-67140	Buellton Recreation Program	3,487.78
001-511-67141	Arts and Culture	20,000.00
001-511-67570	Recreation Program 50/50	150.00
001-551-60250	Maintenance / Repair	23,500.00
001-551-60800	Contract Services	8,387.50
001-552-60258	Maintenance/Repair-River View	3,614.21
001-552-60800	Contract Services	23,320.00
001-552-61140	Operational Supplies	3,869.39
001-552-61211	Utilities - Water	1,242.97
001-556-60800	Contract Services	26,009.00
001-558-50000	Salaries	835.41
001-558-50300	Workers Compensation	8,926.18
001-558-50400	Medical Benefit	685.13
001-558-60131	Laundry / Uniforms	300.00
001-558-60210	Computer Maintenance &Software	190.93
001-558-60250	Maintenance / Repair	3,593.60
001-558-60270	Maintenance - Vehicles	1,705.66
001-558-60710	Travel & Training	299.97
001-558-60800	Contract Services	19,834.17
001-558-61127	Tools	53.84
001-558-61130	Office Supplies	67.02
001-558-61140	Operational Supplies	18.48
001-558-61280	Fuel - Vehicles	2,074.23
001-558-67600	Safety Equipment	200.00
001-558-67705	Telephone	221.30
001-558-74100	Improvements	2,000.00
001-565-50300	Workers Compensation	8,256.27
001-565-50400	Medical Benefit	300.36
001-565-60310	Equipment Rental	586.45

Account Summary

Account Number	Account Name	Payment Amount
001-565-60710	Travel & Training	2,740.87
001-565-60800	Contract Services	1,236.30
001-565-60830	Contract Services-Engineering	3,780.00
001-565-60855	Comprehensive General Plan Update	27,806.50
001-565-61130	Office Supplies	360.25
001-565-67705	Telephone	384.80
005-701-50000	Salaries	278.46
005-701-50300	Workers Compensation	9,830.31
005-701-50400	Medical Benefit	427.68
005-701-50600	Insurance - Liability	12,044.70
005-701-60210	Computer Maintenance &Software	301.40
005-701-60250	Maintenance / Repair	68,423.84
005-701-60270	Maintenance - Vehicles	1,521.46
005-701-60710	Travel & Training	973.80
005-701-60800	Contract Services	25,354.60
005-701-60830	Contract Services-Engineering	1,220.00
005-701-61111	Chemicals / Analysis	1,488.47
005-701-61130	Office Supplies	628.75
005-701-61131	Postage	325.00
005-701-61280	Fuel - Vehicles	178.59
005-701-67705	Telephone	178.69
020-601-50000	Salaries	278.46
020-601-50300	Workers Compensation	9,423.41
020-601-50400	Medical Benefit	427.68
020-601-50600	Insurance - Liability	12,044.70
020-601-60210	Computer Maintenance &Software	40.01
020-601-60250	Maintenance / Repair	607.42
020-601-60270	Maintenance - Vehicles	1,494.00
020-601-60650	Membership & Publications	206.25
020-601-60800	Contract Services	3,991.95
020-601-60830	Contract Services-Engineering	13,460.00
020-601-61111	Chemicals / Analysis	1,473.77
020-601-61130	Office Supplies	628.75
020-601-61131	Postage	325.00
020-601-61280	Fuel - Vehicles	356.50
020-601-67575	Regulatory Compliance	7,279.00
020-601-67705	Telephone	94.18
025-554-60800	Contract Services	13,780.00
025-554-60830	Contract Services - Engineering	880.00
025-557-60800	Contract Services	7,063.75
027-559-67445	Lompoc- Wine Country Express	1,666.66
029-557-60800	Contract Services	900.00
075-22415	Const &Demo Material Mgmt Dep	10,000.00
092-220-71500	Project Management and Inspection	16,130.00
092-220-74100	Construction/Improvements	201,714.01
092-307-71200	Right of Way Acquistion	571.90
092-307-71500	Project Management and Inspections	14,348.75
092-322-71500	Project Management & Inspection (2(	16,686.25
092-706-74100	Construction and Improvements	96,405.94
	Grand Total:	**1,610,739.00**

Project Account Summary

Project Account Key		Payment Amount
None		1,234,472.34
09222071500	Willemsen Parking Lot Proj Mgmt & Inspec	16,130.00
09222074100	Willensen Parking Construction/Improvement	201,714.01
09222374100	SYVCO CDBG 140 HWY 246 Construction/Improvement	189.66
09230771200	McMurray Rd Widening/TS (13/14) Right of Way Acquisition	571.90

Project Account Summary

Project Account Key		Payment Amount
09230771500	McMurray Rd Widening/TS (13/14) Proj Mgmt & Inspec	14,348.75
09232271500	Road Maintenance Project (23/24(Proj Mgmt & Inspec	16,686.25
09270674100	WWTP Facilities Improvements Construction/Improvements	96,405.94
53036-040	Thanksgiving Camp 2025 Operating Expense	206.00
53037-040	December Camp 2025 Operating Expense	206.00
54066-040	Blind Boys of Alabama UCSB Op Expense - Refund	(273.00)
90037-070	Fig Mountain Brewing Contract Services	312.50
90043075	The Buellton Hub Contracted Services - Bridge Construction	3,280.00
90044-070	The Industrial Network Contracted Services	312.50
90066-070	Buellton Garden Apt 10 McMurray Contracted Services	1,780.00
90077070	Polo Village 560 McMurray Contracted Services	480.00
90080070	Village Senior Apts Contracted Services	2,820.00
90084070	McMurray Road Hotels Contracted Services	1,080.00
90091070	430 & 440 Central Ave Contracted Services	531.25
90096070	HWY 246 Commercial Center Contracted Services	160.00
90100070	Dairyland Rd - Hundred Hills School Contracted Services	5,910.00
90102070	Conico Buellton (Shell) Legal Review Contracted Services	666.40
GM008-070	SB1383 OWR4-22-0550 FY 22-23 Contracted Services	671.50
GM010070	2024-25 OTS Grant PS25002 Contracted Services	12,077.00
	Grand Total:	**1,610,739.00**

City of Buellton, CA

Utility Billing Refund Checks

Refund Check Register

Refund Check Detail

UBPKT03941 - Refunds 01 UBPKT03939 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
03-05900-012	PRATT, DANA & GREG	10/27/2025	47899	100.00			100.00	Deposit
04-16600-004	KARL, KATHARINE	10/27/2025	47900	71.42			71.42	Generated From Billing
08-09600-004	WOOD, YVONNE	10/27/2025	47901	100.00			100.00	Deposit
Total Refunds: 3			**Total Refunded Amount:**	271.42				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	271.42
Revenue Total:	271.42

General Ledger Distribution

Posting Date: 10/27/2025

	Account Number	Account Name	Posting Amount	IFT
Fund: 020 - WATER FUND				
	020-10000	Claim On Pooled Cash	-271.42	Yes
	020-22420	Unapplied Credits	271.42	
		020 Total:	0.00	
Fund: 999 - POOLED CASH				
	999-10001	Pooled Cash - General Checking	-271.42	
	999-27000	Due To Other Funds	271.42	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	

City of Buellton, CA

Utility Billing Refund
Batch #2

Refund Check Register
Refund Check Detail

UBPKT03948 - Refunds 01 UBPKT03947 Single Billing

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-04700-009	TRICERRI, LESLIE AND ANDREW	10/30/2025	47902	20.27			20.27	Generated From Billing
Total Refunds: 1			**Total Refunded Amount:**	20.27				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	20.27
Revenue Total:	20.27

General Ledger Distribution

Posting Date: 10/30/2025

	Account Number	Account Name	Posting Amount	IFT
Fund: 020 - WATER FUND				
	020-10000	Claim On Pooled Cash	-20.27	Yes
	020-22420	Unapplied Credits	20.27	
		020 Total:	0.00	
Fund: 999 - POOLED CASH				
	999-10001	Pooled Cash - General Checking	-20.27	
	999-27000	Due To Other Funds	20.27	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	

City of Buellton

January 1, 2026

PUBLIC NOTICE OF 2026 SCHEDULE OF CITY COUNCIL MEETINGS

Regular City Council Meetings are held on the second and fourth Thursdays of each month at 6:00 p.m. in the Council Chambers located at 140 West Highway 246.

January 8	July 9
January 22	July 23
February 12	August 13
February 26	August 27
March 12	September 10
March 26	September 24
April 9	October 8
April 23	October 22
May 14	November 12
May 28	November 26 (Cancelled)*
June 11	December 10
June 25	December 24 (Cancelled)*

Dates listed with * indicate cancellation of a meeting to accommodate holidays.

Linda Reid

Linda Reid
City Clerk

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 4

To:	The Honorable Mayor and City Council
From:	Shannel Zamora, Finance Director
Meeting Date:	December 11, 2025
Subject:	Monthly Treasurer's Report – October 31, 2025

BACKGROUND

California Government Code Section 53646(b)(3) provides mandatory investment reporting requirements for California public agencies. The attached Treasurer's Report complies with the State's reporting requirement.

On June 26, 2025, Council adopted the current Investment Policy per Resolution 25-22 which states the City Finance Director, as the investment officer, must submit monthly reports to City Council to demonstrate that sufficient cash flow liquidity is available to meet the succeeding month's estimated expenditures.

This Treasurer's Report is for October 31, 2025. Treasurer's Reports are presented on a monthly basis.

FISCAL IMPACT

There is no fiscal impact; this report is intended to show the City Council the financial performance of the City's investment portfolio of idle funds.

RECOMMENDATION

That the City Council receives and files the Treasurer's Report for the month ending October 31, 2025.

ATTACHMENTS

Attachment 1 – Monthly Treasurer's Report – October 31, 2025

ATTACHMENT 1

City of Buellton

City of Buellton
Monthly Treasurer's Report
For the month ending in October 31, 2025

December 11, 2025

This report presents the City's cash activity and investment portfolio as of October 31, 2025. The report includes:

1) Cash and investments at October 31, 2025 compared to the prior month;

2) A reconciliation of cash and investments to City ledger balances;

3) All investments managed by the City on its own behalf;

4) Beginning of year fund balance, revenues, expenditures and ending fund balance for each fund at October 31, 2025

The following schedule is a summary of the City's cash and investments based on recorded value as of October 31, 2025, compared with the prior month.

		September 30, 2025		October 31, 2025		$ Change
Cash - Pooled	$	2,877,674.62	$	2,035,321.13	$	(842,353.49)
Investments held by the City		18,674,803.57		18,809,102.02	$	134,298.45
TOTAL CASH AND INVESTMENTS	**$**	**21,552,478.19**	**$**	**20,844,423.15**	**$**	**(708,055.04)**

Summary of activity for the Month and Future Liquidity*:* The majority of the variance in the City's reported cash and investment balances from the prior month is attributable to capital improvement expenditures totaling nearly $850,000, primarily for the Willemsen Parking Lot and 2023/24 and 2024/25 Annual Road Maintenance Project. However, the impact on cash was partially offset by September 2025 transient occupancy tax (TOT) revenues and August 2025 sales tax revenue.

Additionally, investment values changed due to interest earnings on money market funds, the Local Agency Investment Fund (LAIF), and Certificates of Deposit (CDs). The portfolio is sufficiently liquid to meet expected expenditures for the coming six months.

The following schedule is a reconciliation of Cash and Investments to City ledger:

Bank Reconciliation - October 2025

City of Buellton, CA

For the Period Ending 10/31/2025

ACCOUNT #	ACCOUNT NAME	10/1/2025 BALANCE	CURRENT ACTIVITY	10/31/2025 BALANCE
CLAIM ON CASH				
001-10000	Claim On Pooled Cash	12,571,789.21	(44,517.75)	12,527,271.46
005-10000	Claim On Pooled Cash	2,731,683.54	(28,475.96)	2,703,207.58
006-10000	Claim on Pooled Cash	(1,896,895.97)	-	(1,896,895.97)
020-10000	Claim On Pooled Cash	8,382,370.10	187,346.14	8,569,716.24
021-10000	Claim on Pooled Cash	(2,719,797.70)	-	(2,719,797.70)
023-10000	Claim On Pooled Cash	10,909.15	146.54	11,055.69
024-10000	Claim On Pooled Cash	52,896.28	312.58	53,208.86
025-10000	Claim On Pooled Cash	468,216.98	19,454.49	487,671.47
027-10000	Claim On Pooled Cash	459,480.11	1,467.58	460,947.69
029-10000	Claim On Pooled Cash	(17,046.86)	(30.00)	(17,076.86)
031-10000	Claim On Pooled Cash	621,488.06	77,504.88	698,992.94
032-10001	Claim On Pooled Cash	34,070.67	-	34,070.67
075-10000	Claim On Pooled Cash	680,496.32	12,915.32	693,411.64
090-10000	Claim On Pooled Cash	-	-	-
091-10000	Claim On Pooled Cash	-	-	-
092-10000	Claim On Pooled Cash	172,818.30	(934,178.86)	(761,360.56)
				-
TOTAL CLAIM ON CASH		21,552,478.19	(708,055.04)	20,844,423.15
CASH IN BANK				
Cash in Bank				
999-10001	Pooled Cash - General Checking	2,859,161.48	(839,691.58)	2,019,469.90
999-10002	Pooled Cash - Money Market	5,842,780.77	20,742.67	5,863,523.44
999-10003	Pooled Cash - FSA	18,513.14	(2,661.91)	15,851.23
999-10004	Pooled Cash - Brokerage	3,148,464.42	7,774.32	3,156,238.74
999-10005	Pooled Cash - LAIF	9,683,558.38	105,781.46	9,789,339.84
TOTAL: Cash in Bank		21,552,478.19	(708,055.04)	20,844,423.15
999-21000	Wages Payable	-	-	-
TOTAL: Cash in Bank		21,552,478.19	(708,055.04)	20,844,423.15
DUE TO OTHER FUNDS				
999-27000	Due To Other Funds	21,552,478.19	(708,055.04)	20,844,423.15
TOTAL DUE TO OTHER FUNDS		21,552,478.19	(708,055.04)	20,844,423.15

Per Statements:	**10/31/2025**
Mechanics General Checking	2,016,160.16
Mechanics Money Market	5,863,523.44
Mechanics FSA	15,851.23
Local Agengcy Investment Fund (LAIF)	9,789,339.84
Multi-Bank Securities Bank	3,156,238.74
Total Cash Per Statement:	**20,841,113.41**

Claim on Cash vs Total	3,309.74
Outstanding Items:	3,309.74
Difference:	0.00

City of Buellton
Investment Summary
October 31, 2025

	Percent of Portfolio	Yield	Maturity Term (months)	Maturity Date	Par Value	Market Value
Local Agency Investment Fund - LAIF	54.25%	4.34%	n/a	n/a	$ 9,789,339.84	$ 9,789,339.84
Certificates of Deposits (Held with Multi-Securities Bank)						
Spokane Teachers Credit Union	1.00%	4.75%	36	4/15/2027	180,000.00	182,754.00
Security Identifier: 849061AG1						
Third Fed Savings	1.36%	3.50%	60	6/28/2027	245,000.00	244,269.90
Security Identifier: 88413QDL9						
Morgan Stanley Bank	0.58%	3.75%	60	6/28/2027	104,000.00	103,978.16
Security Identifier: 61773TFC2						
Capital One Bank	1.35%	4.30%	60	9/30/2027	244,000.00	246,771.84
Security Identifier: 14042RURO						
Hickam Federal Credit Union	0.55%	4.20%	48	1/31/2028	100,000.00	101,117.00
Security Identifier: 42869GAB2						
Global Federal Credit Union	1.38%	4.60%	60	4/17/2028	249,000.00	254,346.03
Security Identifier: 37892MAC8						
1st FINL BK USA	0.55%	3.90%	36	7/3/2028	100,000.00	100,519.00
Security Identifier: 32022RSY6						
Optum Bk Draper Utah CTF Dep	0.89%	4.45%	60	12/22/2028	160,000.00	163,430.40
Security Identifier: 68405VBV0						
First Foundation Bank	0.55%	4.60%	60	5/10/2029	100,000.00	102,811.00
Security Identifier: 68405VBV0						
Celtic Bank	1.38%	4.00%	48	7/9/2029	249,000.00	251,248.47
Security Identifier: 15118R59						
Leaders Credit Union	0.55%	4.00%	60	8/30/2029	100,000.00	100,930.00
Security Identifier: 52171MAN5						
Somerset TR Co	1.38%	3.95%	54	1/8/2030	249,000.00	250,912.32
Security Identifier: 835104DG2						
American Express Natl Bank	1.35%	4.10%	60	4/30/2030	244,000.00	247,484.32
Security Identifier: 02589AHE8						
Morgan Stanley Bank	0.78%	4.30%	60	7/1/2030	141,000.00	144,290.94
Security Identifier: 61690D7G7						
Morgan Stanley Bank	1.35%	4.30%	60	7/1/2030	244,000.00	249,694.96
Security Identifier: 61776NTM5						
Security First Bank	1.36%	4.00%	60	7/3/2030	245,000.00	247,530.85
Security Identifier: 81425PBZ3						
U.S. Treasury Securities (Held with Multi-Securities Bank)						
United States Treasury Bill	0.55%	4.38%	60	12/31/2029	100,000.00	102,641.00
Security Identifier: 91282CMD0						
Multi-Securities Bank - Cash in Holding						61,508.55
Money Market (Held with Mechanics Bank)	28.82%	4.26%		n/a	5,200,000.00	5,863,523.44
Total City Investments	100.00%				$ 18,043,339.84	$ 18,809,102.02
	Average Yield: 4.19%		**Average Maturity (months):** 55.41			

Currently, short-term excess cash is primarily invested in the Local Agency Investment Fund (LAIF) administered by the State Treasurer. This is a high-quality investment available in terms of safety, liquidity, and yield. Due to fluctuations in the marketplace, the City may have some investments with a current market value that is greater or less than the recorded value. This difference has no effect on investment yield as the City intends to hold the securities to maturity. However, generally accepted accounting principles require that market gains and losses be reported as interest earnings or losses at year-end.

The following is a fund balance schedule showing beginning fund balance at July 1, 2025, plus revenues minus expenditures for the period, resulting in ending fund balance at October 31, 2025. Fund balance includes total assets and liabilities of the City.

Fund Balance Report

City of Buellton, CA

10/31/2025

Fund	July 1, 2025 Balance	Total Revenues	Total Expenditures	September 30, 2025 Balance
001 - General Fund	15,035,783.03	2,640,885.36	6,111,403.05	11,565,265.34
005 - Sewer Fund	1,989,686.66	442,758.24	606,204.15	1,826,240.75
006 - Wastewater Capital	565,395.43	-	828.00	564,567.43
020 - Water Fund	10,483,645.19	1,052,609.10	892,656.53	10,643,597.76
021 - Water Capital	339,574.07	-	-	339,574.07
023 - Housing Fees	10,867.43	177.39	-	11,044.82
024 - Traffic Mitigation Fund	47,198.18	5,980.20	-	53,178.38
025 - Gas Tax Fund	620,082.75	81,488.65	343,647.01	357,924.39
027 - Local Transportation Fund	463,199.01	5,792.43	6,666.64	462,324.80
029 - Transportation Planning	(130,443.45)	-	1,353.37	(131,796.82)
031 - Measure A	1,008,052.97	80,538.70	709,537.80	379,053.87
032 - American Relief Act Fund	33,455.43	-	-	33,455.43
075 - Trust & Agency Fund	42,509.70	5,941.18	-	48,450.88
090 - Long-Term Debt	(3,502,330.15)	-	-	(3,502,330.15)
091 - General Fixed Assets	30,496,564.05	-	-	30,496,564.05
092 - Capital Improvement Project Fund	-	2,512,914.64	2,811,034.59	(298,119.95)
	57,503,240.30	**6,829,085.89**	**11,483,331.14**	**52,848,995.05**

As required by Government Code Section 53646 (b) (3), the chief financial officer for the City declares that there is sufficient funds to meet all obligations for the next six months.

Shannel Zamora

Shannel Zamora
Finance Director

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 5

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: December 11, 2025

Subject: Financial Report for First Quarter Ending September 30, 2025

BACKGROUND

Four times each year, City staff completes a comprehensive analysis of City finances, including projected fund balances, revenues to date, departmental budgets, expenditures, and encumbrances. This financial report focuses on the First Quarter of Fiscal Year 2025-26 and summarizes the quarter ended September 30, 2025, for the General Fund, Enterprise Funds and Capital Improvement Fund.

Attachment 1 provides an overview of the current economic outlook on the local, state and national levels; General Fund revenues, expenditures, projected fund balances; and activity in the Enterprise Funds. Though this information is not audited and does not contain all the usual periodic adjustments, accruals or disclosures, the information does provide a picture of the City's activity and developing financial trends. Attachment 2 focuses on the status of the Capital Improvement Budget at the end of the quarter ended September 30, 2025.

FISCAL IMPACT

The Interim financial statement provides the community with an understanding of the financial activity of the City's primary funds.

RECOMMENDATION

That the City Council receive and file the First Quarter Financial Report.

ATTACHMENTS

Attachment 1 - Quarterly Financial Report for the period ending September 30, 2025
Attachment 2 - Quarterly Capital Improvement Project Report for the period ending September 30, 2025

	CITY OF BUELLTON	FY 2025-26
	Quarterly Financial Report	First Quarter
	First Quarter Ending September 30, 2025	December 11, 2025

Overview

The purpose of this financial report is to provide financial information for the City of Buellton. This report focuses on the First Quarter of fiscal year 2025-26 and covers the period July 1, 2025, through September 30, 2025. The report is presented quarterly and concentrates on the General Fund and Enterprise Funds. The quarterly financial report presents the City's financial position, considers economic factors and highlights trends based on the City's budget versus what actually occurred during the period. A discussion of other economic factors provides a means of comparing the local economy against larger economic events that may affect the City of Buellton. This quarterly financial report is a valuable tool to the Council, staff, and general public.

U.S Economy

As of September 30, 2025, the U.S. economy exhibited moderate growth, relatively stable inflation, and a resilient labor market. Despite these strengths, risks from trade tensions, fiscal restraint, and housing affordability continued to loom. Economists highlighted increasing concerns of stagflation. The Federal Reserve faced the challenge of balancing inflation control with the need to support economic growth. While the labor market remained functional, ongoing inflationary pressures and trade disputes threatened consumer confidence and spending in the coming months.

As of September 2025, the U.S. Consumer Price Index (CPI) increased by 0.3% for the month but rose 3.0% over the previous 12 months, indicating a modest upward trend in consumer prices. Energy costs were the primary driver of the increase, with the gasoline index at 4.1%. Food prices rose modestly, increasing 0.2%, with grocery prices (food at home) up 0.3% and dining out rising 0.1%. Excluding food and energy, the core CPI increased 0.2%. Among core components, shelter costs, airline fares, recreation, household furnishings, and apparel posted notable increases, while motor vehicle insurance, used vehicles, and communication costs decreased.

The labor market remained steady but shows signs of softening. According to the Bureau of Labor Statistics (BLS), the national unemployment rate stood at 4.4% in September 2025. Total non-farm payroll employment increased by 119,000 in September. The primary job gains were health care, food services and drinking places, and social assistance. Health added 43,000 jobs, primarily in ambulatory services and hospitals. In contrast, employment declined in transportation and warehousing, and in federal government. Other major industries, including manufacturing, construction, and retail trade, showed little or no net change.

As of September 2025, the U.S. housing market showed a cooling trend with lower mortgage rates, increased existing-home sales, and more inventory. According to the National Association of Realtors (NAR) the national median price for a single-family home was $415,200 in Q3 2025, up about 2.1 from last year. High mortgage rates (6.115-6.3%) and limited inventory kept affordability strained.

State Economy

California's economy continues to grow modestly supported by trade, infrastructure investment, and productivity gains. The state's gross domestic product remains robust, reflecting a diverse mix of industries. Inflationary pressures persist, particularly in the housing, services, and consumer goods sectors.

According to the BLS, as of September 2025, California's Consumer Price Index (CPI) for rose 3.0 over the last twelve months. Excluding food and energy, the "core" CPI also increased 3.0% over the same period. Food prices rose 3.1%, and energy costs rose 2.8%. Within energy, the natural gas prices rose 11.7% over the year and electricity costs increased 5.1%. In contrast, gasoline prices were 0.5% lower than a year earlier. The shelter index increased 3.6% on an annual basis. Other notable index increases include medical care (3.3%), household furnishing and operations (4.1%), recreation (3.0%), and used cars and trucks (5.1%).

According to the Employment Development Department (EDD), California's unemployment rate increased to 5.5% in August 2025. California gained 3,800 nonfarm jobs. SIx of California's 11 industry sectors gained jobs in August with Private Education and Health Services (+9,800) posting a gain for the 43rd straight month, driven by Home Health Care Services and similar fields partly due to aging population. Leisure and Hospitality (+9,300) posted steady activity in Performing Arts, Spectator Sports, and Related Activities (+4,900) thanks to an increase in tourism.

Government jobs in California fell by 7,600 in August 2025, with State Government dropping 12,300 jobs offset with gains in local government (+5,800) and loses in Federal Government including USPS and key federal departments (+1,100).

California's housing market continues to struggle with affordability issues. According to the California Association of Realtors (CAR), the statewide median sales price of a single-family home fell slightly to $883,640 in September. California existing single-family home sales rose to a seasonally adjusted annualized rate of 277,410, up 6.6% from a year ago, marking the highest monthly sales in seven months but still below the 300,000 benchmark. Mortgage rates averaged 6.35%, supporting market stability, while inventory growth slowed slightly to 3.6 months of s

City of Buellton Economy

The City's General Fund ended the First Quarter of 2025-26 with about $12.18 Million in Cash Balance. The City's General Fund Reserve Policy states the reserve level must be maintained at 35 percent of budgeted operating expenditure. The current budgeted expenditure is about $12.36 million, which makes the target reserve level approximately $4.32 million. Of the current cash balance, about $8.02 million is available for current and future capital improvement projects, or any other use as stated in the City's Reserve Policy. Current revenue through September 30, 2025, is 14.40 percent of budget projections while current expenditures are at 30.29 percent of budget.

The City remains heavily reliant on sales tax and transient occupancy tax (TOT) revenues, both of which continue to demonstrate steady performance. Buellton's economy is expected to remain resilient; however, it may encounter headwinds from slowing consumer spending and potential softening in tourism activity.

HDL Sales tax revenue report for July 2025 through September 2025 is not yet released. Sales tax receipts for the April through June 2025 period were slightly lower than the prior year (down 0.8%), though adjusted sales rose 0.6%. Sector performance was mixed. Autos and transportation showed strong gains, while fuel, construction, and restaurant sectors softened due to higher interest rates, fluctuating fuel prices, and slower consumer spending.

The City's TOT revenue has been supported by a 69% occupancy rate last fiscal year. During FY 2025-26 First Quarter, the average occupancy rate is 70%. Furthermore, the recent voter-approved measure increasing the City's TOT rate from 12% to 14% is anticipated to provide additional revenue growth beginning in the upcoming fiscal year and may help offset potential revenue losses from any future decline in occupancy. While sales tax and TOT revenues may fluctuate with tourism and broader economic trends, property tax revenue is projected to grow at a moderate and stable rate. Key factors to monitor include mortgage rates, inflation, and tourism demand, all of which will influence the City's overall revenue stability.

The City has two Enterprise Funds: Water and Sewer Funds. The goal of these funds is to finance or recover the cost of providing services to the public through user charges. These funds are supported by charging water and sewer services. The Wastewater Fund and Wastewater Capital Fund ended the First Quarter with a combined Fund Balance of about $2.38 Million and about $833,000 in cash. Wastewater operating revenue ended the First Quarter at 27.16 percent while operating expenses were at 24.55 percent.

The Water and Water Capital Fund ended the First Quarter with a combined Fund Balance of about $11.01 Million and $5.65 Million in cash. Water Fund Operating revenues ended the First Quarter at 31.40 percent while operating expenses were at 24.17 percent.

GENERAL FUND

General Fund Balance

Table 1 below indicates that, with 25 percent of the fiscal year elapsed, General Fund revenues remain near expectations at 14.40 percent of projected totals. Expenditures are at 30.29 percent of appropriations, reflecting normal spending patterns for this point in the year. Overall, the fund balance has decreased by $2,764,387. Additional detail on the variance between revenues and budgeted amounts is provided in a later section of this report.

General Fund - Fund Balance	Original Budget	Current Budget	Actual	Percent
Fund Balance at Start of Year			*$ 15,035,783*	
Revenues*	17,520,764	17,520,764	$ 2,522,372	14.40%
Expenditures*	(17,454,726)	(17,454,726)	$ (5,286,760)	30.29%
Est.Fund Balance at End of Quarter		-	*$ 12,271,396*	
Change in Fund Balance	*66,038*	*66,038*	*$ (2,764,387)*	
* Includes use of reserves for Capital Improvement Projects				

Table 1: General Fund Balance

Table 2 below provides summary comparison information on revenues and expenditures through the quarter ending September 30, 2025, versus the prior period ending September 30, 2024.

	Q1 FY 2025-26	Q1 FY 2024-25	Increase (Decrease)	Percent
Revenues:				
Taxes	$ 2,251,309	$ 2,090,547	$ 160,761	7.69%
Fees and Permits	15,325	8,145	$ 7,180	88.15%
Fines and Penalties	12,664	4,766	$ 7,898	165.70%
Charges for Current Services	25,689	23,185	$ 2,504	10.80%
Use of Monies and Properties	173,262	229,303	$ (56,042)	-24.44%
Revenue from Other Agencies	31,811	118,333	$ (86,523)	-73.12%
Other Revenue*	12,313	4,858	$ 7,455	153.46%
Total Revenue	**$ 2,522,372**	**$ 2,479,138**	**$ 43,234**	**1.74%**
Expenditures:				
Employee Services	$ 731,704	$ 593,134	$ 138,570	23.36%
Operating and Maintenance	$ 3,110,899	$ 2,189,854	$ 921,045	42.06%
Transfers for Capital Outlay	$ 1,430,370	$ 986,284	$ 444,087	45.03%
Minor Capital	$ 13,786	$ 13,680	$ 106	0.77%
Total Expenditures	**$ 5,286,760**	**$ 3,782,952**	**$ 1,503,807**	**39.75%**
Change in Fund Balance	$ (2,764,387)	$ (1,303,814)	(1,460,573)	112.02%

Table 2: Previous Year Comparison

Total revenues through the First Quarter are $43,234 (1.74%) higher than the previous fiscal year. The revenue category with the largest dollar increase is "Taxes" with an increase of $160,761 (7.69%). The increase is mainly due to additional revenue collected from the Transient Occupancy Tax (TOT) following the TOT rate increase from 12% to 14%, which took effect on February 1, 2025. The second largest dollar increase category, "Fines and Penalties" increased by $7,898 (165.70%) primarily due to code enforcement fines.

The revenue category with the largest dollar decrease is "Revenue from Other Agencies" with a decrease of $86,523 (-73.12%) primarily due to timing differences in the receipt of a state allocation. Last year, the City received the Citizens Option for Public Safety (COPS) Growth allocation in September, whereas this year it was received in early October, resulting in the apparent decrease in the current fiscal period. The revenue category with the second largest dollar decrease is "Use of Monies and Properties" primarily due to declining interest earnings resulting from changes in market interest rates and the corresponding decrease in the fair market value of the City's investments, which are required to be recorded at fair value.

Total expenditures increased by approximately $1.5 million (39.75%) compared to the prior fiscal year, with the growth attributable to several key expenditure categories. Employee Services rose by $138,570 (23.36%), primarily due to the 5.0% cost-of-living adjustment granted to all full-time City employees effective July 1, 2025, along with merit-based pay increases and additional benefits, including a monthly housing allowance. The increase also reflects the addition of the newly approved Administrative Analyst position.

The Operating and Maintenance expenditure category increased by $921,045 (42.06%) compared to the same period last year. The primary driver of this increase was a $500,000 contribution to the Children's Museum to support its startup costs, which is expected to benefit the community once the facility opens. To further meet community needs, the City also increased grant funding for local organizations by approximately $50,000. Additional significant expenditures included a $175,000 Additional Discretionary Payment (ADP) toward the City's unfunded accrued liability (UAL). Finally, the contract for Santa Barbara County Sheriff services rose by nearly $150,000 (5.2%) for the fiscal year, or $37,500 per quarter, contributing notably to the overall expenditure growth.

Capital improvement projects (CIP) expenditures currently in progress through September 30, 2025, totaling about $1.43 Million ($444,087, or 45.03%, more than last year) and are as follows:

- Project #092-220 Willemsen Parking Lot - $931,808
- Project #092-307 McMurray Road Widening/TS - $52,578
- Project #092-309 West Highway 246 Safety Improvements - $504
- Project #092-322 FY 2023-24 and FY 2024-25 Road Maintenance Project - $445,480

The minor capital expenditure category compared to last year remained consistent with nearly no change.

Top Five General Fund Revenues

Top Five Revenues for the City of Buellton's General Fund are Sales Tax, Property Tax, Transient Occupancy Tax (TOT), Motor Vehicle License Fee (MVLF) and Franchise Fees. These revenues account for about 87% of total General Fund Revenues.

Top Five Revenues	Original Budget	Current Budget	YTD Actual	Percent
Sales Tax	$ 3,588,464	$ 3,588,464	$ 905,005	25.22%
Transient Occupancy Tax	4,550,000	$ 4,550,000	1,268,488	27.88%
Property Tax	2,085,904	$ 2,085,904	9,826	0.47%
MVLF Swap	673,106	$ 673,106	-	0.00%
Franchise Fees	416,246	$ 416,246	67,990	16.33%
Other Revenues*	1,079,930	$ 1,079,930	271,063	25.10%
Total Revenues	$ 12,393,650	$ 12,393,650	$ 2,522,372	20.35%
Use of Reserves	5,127,114	5,127,114	-	0.00%
Total Funding Sources	**$ 17,520,764**	**$ 17,520,764**	**$ 2,522,372**	**14.40%**

Table 3

Sales Tax

At the end of the First Quarter, the City received 25.22 percent of the total projected Sales Tax revenue. Payments are recorded when received and applied to the corresponding month of sales; usually payment is received from the State of California two months after the sales tax is collected. Revenue from sales tax has been received through September 2025. Sales tax revenue fluctuates each month in conjunction with seasonal flows.

Transient Occupancy Tax (TOT)

TOT revenue is a major component of the City's General Fund. Effective February 1, 2025, the TOT rate increased to 14 percent of the total taxable rent collected from each hotel within the City. Prior to this adjustment, the rate remained at 12 percent since February 1, 2013. TOT payments for the reporting period are due on the 20th of the following month and cause revenue streams to lag one month. The City has received 27.88 percent of anticipated revenue through September 2025 TOT receipts.

Property Tax

The City's property tax revenues are at intervals set by the Santa Barbara County Auditor-Controller, usually in December and April. As of the end of the First Quarter, the City has received 0.47 percent of projected property tax revenue. The City's ongoing share of property tax is projected to grow at a steady pace as the current housing market conditions remain stable. This category is expected to conclude the fiscal year within budget.

Property Tax in Lieu of Motor Vehicle License Fee (MVLF Swap)

Payments from the Santa Barbara County Auditor-Controller are received throughout the year, usually January and June. This revenue is trending upwards based on historic receipts.

Franchise Fees

Franchise fees are received monthly, quarterly, and annually. The majority of the City's Franchise Fees are collected from Marborg Industries, the City's solid waste service provider. Other franchise fees are received from Comcast, PG&E and SoCal Gas. Franchise fees ended the First Quarter at 16.23 percent of revenue projections.

General Fund Expenditures

Table 4 summarizes operating costs by department and Figure 1 illustrates the percentage breakdown by department. As of September 30, 2025, or 25 percent of the fiscal year expended, the General Fund ended the First Quarter at 30.22 percent expended (including CIP). Actual General Fund expenditures were approximately $5.28 Million. Several Budget Units ended the First Quarter within budget except for the City Attorney, Non-Departmental, Library, Public Works – Parks and Capital Improvement projects.

Department Expenditures	Adopted Budget	Current Budget	YTD Actual	% Expended
401-City Council	242,538	242,538	50,670	20.89%
402-City Manager	458,667	458,667	92,234	20.11%
403-City Clerk/Human Resources	226,434	226,434	50,856	22.46%
404-City Attorney	212,000	212,000	71,578	33.76%
410-Non-Departmental	2,146,235	2,146,235	1,420,168	66.17%
420-Finance	404,777	404,777	95,593	23.62%
501-Police and Fire	3,644,759	3,644,759	857,672	23.53%
510-Library	308,288	308,288	294,401	95.50%
511-Recreation	1,011,397	1,011,397	205,375	20.31%
550-Street Lights	70,000	70,000	13,154	18.79%
551-Storm Water	425,500	425,500	82,186	19.32%
552-Public Works - Parks	579,120	579,120	173,963	30.04%
556-Public Works - Landscape	292,950	292,950	35,372	12.07%
558-Public Works - General	1,280,393	1,280,393	230,658	18.01%
565-Planning (Comm Dev)	1,064,554	1,064,554	182,509	17.14%
Transfer to CIP Fund 92	5,127,114	5,127,114	1,430,370	27.90%
Total All Departments	**17,494,726**	**17,494,726**	**5,286,760**	**30.22%**

Table 4: General Fund Expenditures by Department

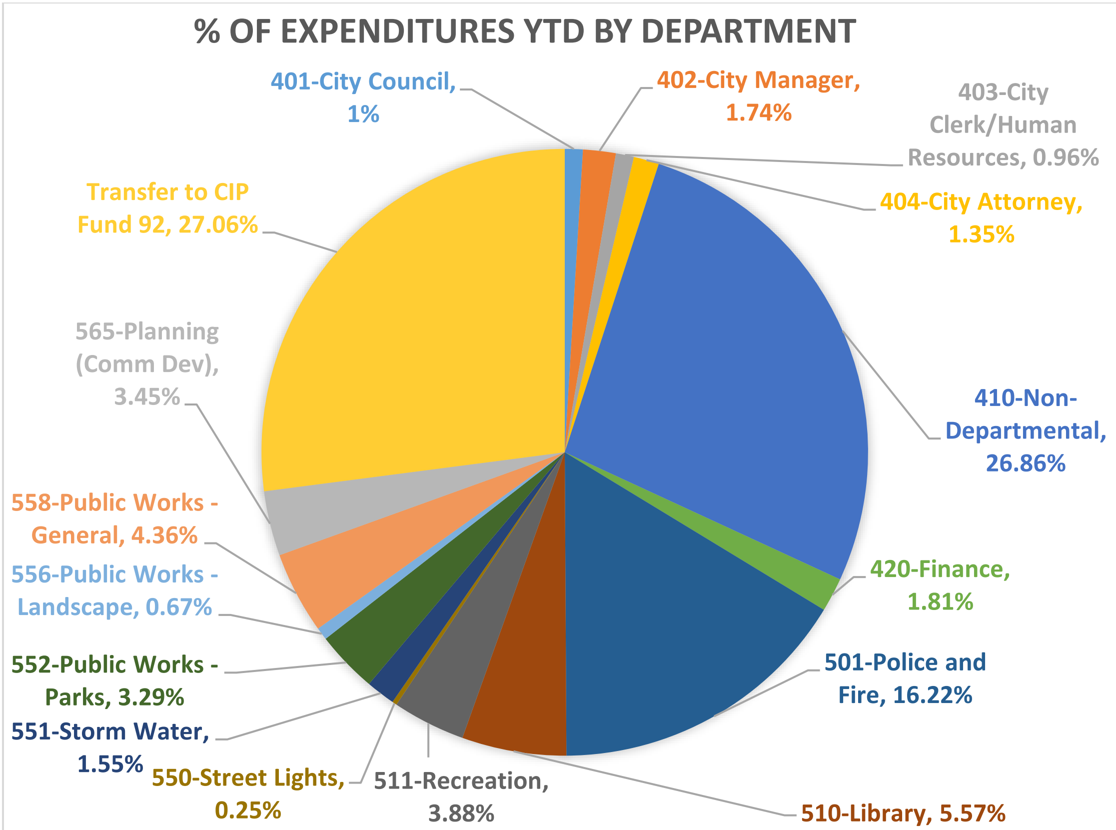

Figure 1: YTD Perentage of Expenditures by Deptartment

The City Attorney Department experienced a slight budget overage due to expenditures related beyond the retainer amount such as services for code enforcement cases.

The Non-Departmental budgetary unit includes one-time annual payments during the First Quarter. Those annual payments include: Property and liability insurance, Worker's Compensation Insurance, CalPERS Unfunded Accrued Liability (UAL), support for community organizations and support for the Buellton Senior Center. Other notable expenditures within the Non-Departmental budget include a contribution to the Children's Museum and monthly payments for contract services with the Buellton Visitors Bureau. The Non-Departmental budget is projected to remain within budget by year-end.

The City of Buellton contracts with the City of Goleta for library services. The annual cost of providing library services is paid as a lump-sum in July causing the Library Department to nearly meet its budget at the end of the First Quarter. The Library Department is expected to remain within budget at the end of the fiscal year.

The overage in Public Works- Parks is due to irrigation repairs. The transfer to capital projects category includes ongoing construction at the Willemsem parking lot and road maintenance projects. As construction nears completion, this budget category is expected to fall within budget by year-end.

Major Expenditure Variances

Table 5 and Figure 2 show General Fund operating costs and minor capital expenditures summarized by type. With 25 percent of the fiscal year elapsed, three of the expenditures by type categories exceed budget projections.

Expenditures By Type	Original Budget	Current Budget	YTD Actual	% of Total Expenditures	% Expended
Staffing	3,056,639	3,056,639	731,108	13.8%	23.92%
Contract Services	6,240,870	6,240,870	1,604,211	30.3%	25.70%
Telecomm and Utilities	491,300	491,300	156,363	3.0%	31.83%
Supplies and Materials	32,175	32,175	7,626	0.1%	23.70%
Repair and Maintenance	487,700	487,700	95,095	1.8%	19.50%
Transfer to Other Funds	5,127,114	5,127,114	1,430,370	27.1%	27.90%
Other Operating Costs	1,673,653	1,673,653	1,248,200	23.6%	74.58%
Minor Capital	345,275	345,275	13,786	0.3%	3.99%
Total by Type	**17,454,726**	**17,454,726**	**5,286,760**	**100.0%**	**30.29%**

Table 5: Expenditure Categories

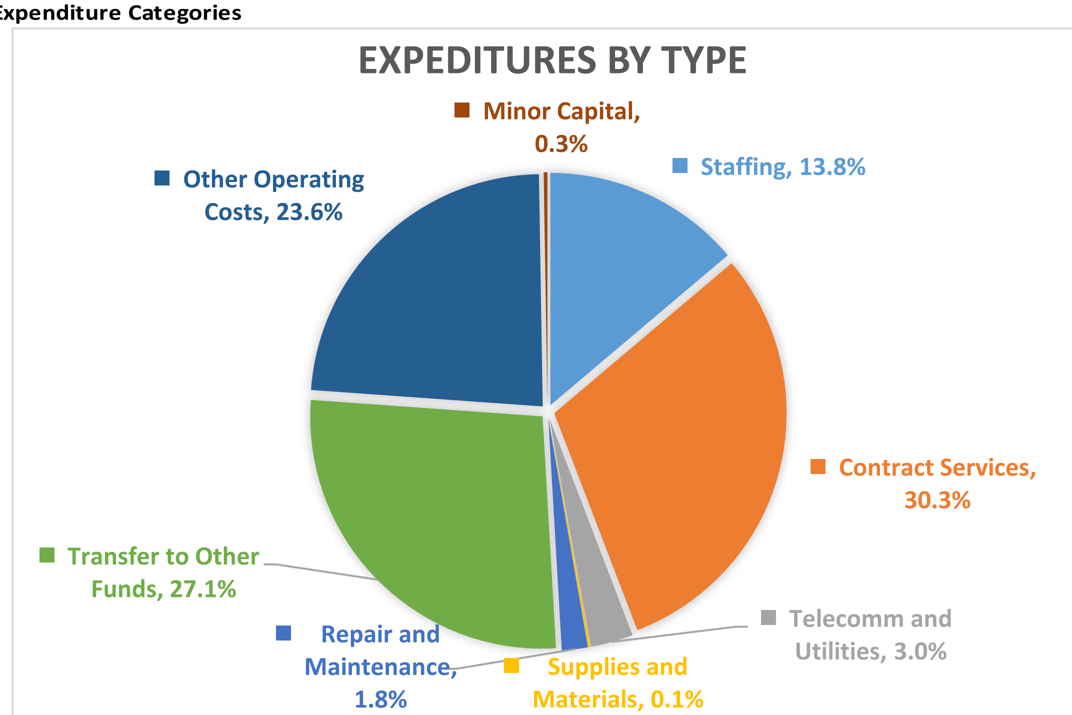

Figure 2: Expenditures by Type

The top three spending categories are: Contract Services, Transfer to Other Funds, and Other Operating Cost. Contract Services include services for Police, Fire Department, Legal Services, Engineering, Landscaping Services, Visitor's Bureau, and other services. Contract Services accounts for 30.3 percent of General Fund expenditures. The Transfers to Other Funds category accounts for 27.1 percent of expenditures and includes costs associated with capital projects. The City has expended 27.90 percent of the total General Fund capital improvement projects budget.

The Other operating cost category represents 23.6 percent of expenditures. Examples of costs in this category are annual payments for Property, liability and worker's comp insurance, CalPERS Accrued Unfunded Liability (UAL), as well as support for community organizations and the Buellton Senior Center. This cost category also includes expenditures incurred for Buellton Recreation programs and Art and Culture Programs. There is currently a budget overage due to the timing of one-time annual payments at the beginning of the fiscal year. However, this category is expected to remain within budget by year-end.

The overage in the Telecomm and Utilities type category is primarily attributable to the annual software costs, which are typically paid out during the early months of the fiscal year. This has resulted in higher-than-usual expenditure at this point in the year. However, these costs should even out by the end of the fiscal year as they represent one-time or scheduled payments that won't recur throughout the remaining months.

General Fund Trend

Figure 3 illustrates the Quarterly General Fund Revenue versus Expenditure Trend over the last five years. As illustrated in the figure, the City has demonstrated steady financial growth over the past five fiscal years. Both revenue and expenditures have shown upward trends, consistent with the expansion of municipal services and community investments. Revenue has exceeded expenditures in most quarters, maintaining the City's strong financial position. The figure also indicates that while revenue cash flows often trail expenditures by one to two quarters, they typically surpass them by year-end, underscoring a sustained pattern of fiscal growth.

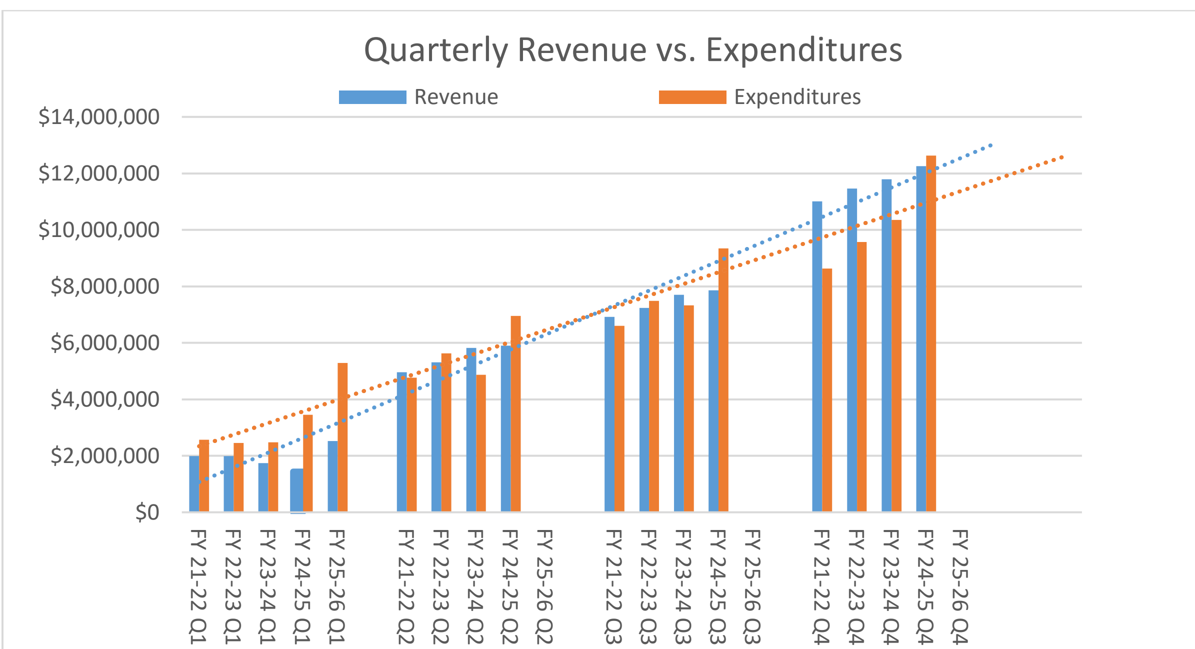

Figure 3: Quarterly Revenue vs. Expenditures Trend

ENTERPRISE FUNDS

The Enterprise Fund Balance and Statement of Net Position for the First Quarter of Fiscal Year 2025-26 are shown below.

Fund Balance Summary

Enterprise Fund Balance	Wastewater	Wastewater Capital	Water	Water Capital
Beginning Fund Balance	***$ 1,989,687***	***$ 565,395***	***$ 10,483,645***	***$ 339,574***
Operating Revenue & Transfers	337,505	-	817,385	-
Operating Expenses & Transfers	(505,799)	(828)	(628,714)	-
Profit(Loss)	$ (168,294)	$ (828)	$ 188,672	$ -
Ending Fund Balance	***$ 1,821,392***	***$ 564,567***	***$ 10,672,317***	***$ 339,574***

Table 6 Note: Operating expenses exclude depreciation and include transfers for CIPs.

Table 6 illustrates the ending Fund Balance of each Enterprise Fund. The change in Fund Balance is attributed to the excess or deficit of revenue over expenses. Table 7 is the Statement of Net Position, illustrating total assets minus total liabilities for the period.

Statement of Net Position	Wastewater	Wastewater Capital	Wastewater Funds Total	Water	Water Capital	Water Funds Total
ASSETS						
Current assets:						
Cash and Investments	2,730,332	(1,897,166)	833,166	8,378,222	(2,719,798)	5,658,424
Receivables	167,789	-	167,789	269,758	-	269,758
Inventory	-	-	-	138,230	-	138,230
Prepaid Items	-	-	-	597,500	-	597,500
Total current assets	2,898,120	(1,897,166)	1,000,954	9,383,709	(2,719,798)	6,663,912
Capital assets (net of accumulated depreciation)	966,659	2,461,733	3,428,393	4,142,386	3,059,372	7,201,757
Leased Assets (net of accumulated amortization)	75,864		75,864	75,864	-	75,864
Other assets	400,380	-	400,380	52,945	-	52,945
Total Assets:	$ 4,341,024	$ 564,567	$ 4,905,591	$ 13,654,904	$ 339,574	$ 13,994,478
LIABILITIES						
Current Liabilities	164,808	-	164,808	181,302	-	181,302
Noncurrent Liabilities	2,339,974	-	2,339,974	2,797,469	-	2,797,469
Other Liabilities	14,849	-	14,849	3,816		3,816
Total Liabilities:	$ 2,519,632	$ -	$ 2,519,632	$ 2,982,587	$ -	$ 2,982,587
NET POSITION (Assets - Liabilities)	**$ 1,821,392**	**$ 564,567**	**$ 2,385,960**	**$ 10,672,317**	**$ 339,574**	**$ 11,011,891**
Net Position Breakdown						
Net Investment in Capital Assets	966,659	1,157,760	2,124,420	4,142,386	1,051,557	5,193,942
Restricted for capital expansion			-			-
Unrestricted	854,733	(593,193)	261,540	6,529,931	(711,983)	5,817,949
Total Net Position	$ 1,821,392	$ 564,567	$ 2,385,960	$ 10,672,317	$ 339,574	$ 11,011,891

Table 7

Wastewater and Wastewater Capital Funds

Wastewater and Wastewater Capital Funds	Wastewater	Wastewater Capital	Wastewater Total
Operating Revenues			
Charge for Services	330,341	-	330,341
Interest Income	7,164	-	7,164
Connection Fees	-	-	-
Other Revenues	-	-	-
Total Operating Revenue	**337,505**	**-**	**337,505**
Operating Expenses			
Employee Services	138,742	-	138,742
Operating & Maintenance	289,258	-	289,258
Depreciation*	32,500	20,000	52,500
Minor Capital	6,848	-	6,848
Total Operating Expenses	**467,349**	**20,000**	**480,501**
Operating Profit(Loss)	**(129,844)**	**(20,000)**	**(149,844)**
Transfers In (Out)			
Use of Reserves for Operatin	129,844	20,000	149,844
Transfers In - CIP	-	-	-
Transfers Out - CIP**	(70,950)	(828)	(71,778)
Total Revenue	*337,505*	*-*	*337,505*
Total Expenditures	*(467,349)*	*(20,000)*	*(487,349)*
Net Profit (Loss)	***(129,844)***	***(20,000)***	***(149,844)***

*** For information purposes only, capitalized at the end of the fiscal year.*

Table 8

Revenue and Expenses

Table 8 summarizes Revenue and Expenses for the Wastewater and Wastewater Capital Funds. On the Financial Statements, both funds are combined as one fund. The Wastewater Capital Fund is structured to record capital contributions and is used to record capital improvements that enhance capacity. The change in Fund Balance is due to planned operating and CIP expenses exceeding estimated revenue from charges for wastewater service and connection fee revenue and offset by any existing Fund Balance. The Wastewater Funds ended the First Quarter with approximately $833,000 in cash combined (Table 7) and combined Fund Balance of approximately $2.38 Million.

Table 9 illustrates the Wastewater Fund budget to actuals. Wastewater Fund operating expenses have exceeded operating revenues by $129,844 at the end of the First Quarter (excluding Capital Improvement expenses). In accordance with Generally Accepted Accounting Principles (GAAP), capital expenses are not recorded as expenditures; rather, depreciation expense is recorded over each asset's useful life. The amount spent on capital projects are capitalized and shown on the Balance Sheet at the end of the fiscal year.

At 25 percent of the fiscal year, Charges for Services slightly exceeded budget projections at 27.24%. Interest revenue is currently below budget at 23.88% for the first quarter, primarily due to declining interest rates impacting investment earnings. Overall, total Wastewater operating revenues are at 26.99 percent of budget projections.

Wastewater operating expenses remain within budget at 24.55%. The Operating and Maintenance category is slightly above budget at 26.56% because several annual costs, such as liability and property insurance, as well as the CalPERS ADP payment, are paid at the beginning of the fiscal year. The Minor Capital category is also slightly over budget due to the purchase of a new laptop; however, this category is expected to be within budget by year-end.

The Wastewater Fund uses reserves to support Capital Improvement Projects (CIPs). For FY 2025–26, the budgeted transfer out for CIPs is $1,555,000, of which $70,950 has been expensed. Table 10 presents the Wastewater Capital budget compared to actuals. Of the total $700,000 Wastewater Capital CIP budget, $828 has been expensed to date. Transfers out for CIPs are shown for informational purposes to illustrate cash flows and will be capitalized at the end of the fiscal year.

Wastewater Fund 005	Original Budget	Current Budget	YTD Actuals	Percent of Budget
Operating Revenues				
Charge for Services	1,212,650	1,212,650	330,341	27.24%
Interest Income	30,000	30,000	7,164	23.88%
Other Revenues	-	-	-	0.00%
Total Operating Revenue	**1,242,650**	**1,242,650**	**337,505**	**27.16%**
Operating Expenses				
Employee Services	659,510	659,510	138,742	21.04%
Operating & Maintenance	1,089,154	1,089,154	289,258	26.56%
Depreciation*	130,000	130,000	32,500	25.00%
Minor Capital	25,000	25,000	6,848	27.39%
Total Operating Expenses	**1,903,664**	**1,903,664**	**467,349**	**24.55%**
Operating Profit(Loss)	**(661,014)**	**(661,014)**	**(129,844)**	
Transfers In (Out)				
Use of Reserves for Operating	661,014	661,014	129,844	19.64%
Transfers In - for CIP	1,555,000	1,555,000	-	0.00%
Transfers Out - CIP**	(1,555,000)	(1,555,000)	(70,950)	4.56%
Total Revenue	*3,458,664*	*3,458,664*	*337,505*	*9.76%*
Total Expenditures	*(3,458,664)*	*(3,458,664)*	*(467,349)*	*13.51%*
Net Profit (Loss)	***-***	***-***	***(129,844)***	

**Depreciation is estimated. Capital Expenditures recorded here and depreciated annually.*

*** For information purposes only, capitalized at the end of the fiscal year.*

Table 9

Wastewater Capital 006	Original Budget	Current Budget	YTD Actuals	Percent
Revenues				
Connection Fees	-	-	-	0.00%
Interest Income	-	-	-	0.00%
Transfers from Reserves	-	-	-	0.00%
Transfer In from Wastewater	780,000	780,000	-	0.00%
Total Revenue	780,000	780,000	-	0.00%
Expenses				
Depreciation	80,000	80,000	20,000	25.00%
Transfer to CIP Projects*	700,000	700,000	-	0.00%
Total Expenses	780,000	780,000	20,000	2.56%

Table 10

* Depreciation is capitalized at the end of the fiscal year and capital expenditure is included in depreciation. Total capital expenditures recorded year-to-date is $828.

Water and Water Capital Funds

Water and Water Capital Funds	Water	Water Capital	Water Total
Operating Revenues			
Charge for Services	773,639	-	773,639
Interest Income	43,726	-	43,726
Connection Fees	-	-	-
Other Revenues	-	-	-
Total Operating Revenue	**817,365**	**-**	**817,365**
Operating Expenses			
Employee Services	97,196	-	97,196
Operating & Maintenance	526,085	-	526,085
Depreciation*	43,750	26,250	70,000
Minor Capital	5,433	-	5,433
Total Operating Expenses	**672,464**	**26,250**	**693,281**
Operating Profit(Loss)	**144,901**	**(26,250)**	**118,651**
Transfers In (Out)			
Use of Reserves for Operating	-	-	-
Transfers In - CIP	-	-	-
Transfers Out - CIP**	-	-	-
Total Revenue	*817,365*	*-*	*817,365*
Total Expenditures	*(672,464)*	*(26,250)*	*693,281*
Net Profit (Loss)	***144,901***	***(26,250)***	***118,651***

**Depreciation is estimated. Capital Expenditures are recorded here and depreciated annually.*

*** For information purposes only, capitalized at the end of the fiscal year.*

Table 11

Revenue and Expenses

Table 11 summarizes Revenue and Expenditures for the Water and Water Capital Funds. On the Financial Statements, both funds are combined as one fund. The Water Capital Fund is structured to record capital contributions and is used to record capital improvements that enhance capacity. The change in Fund Balance is due to planned operating and CIP expenditures exceeding estimated revenue from charges for Water service and connection fee revenue and offset by any existing Fund Balance. The Water Funds ended the First Quarter with approximately $5.65 Million in cash combined (Table 7) and combined Fund Balance of approximately $11.01 Million.

Table 12 illustrates the Water Fund budget to actuals. Water Fund operating revenues have exceeded operating expenses by $144,901 at the end of the First Quarter (excluding Capital Improvement expenses). In accordance with Generally Accepted Accounting Principles (GAAP), capital expenses are not recorded as expenditures; rather, depreciation expense is recorded over each asset's useful life. The amount spent on capital projects are capitalized and shown on the Balance Sheet at the end of the fiscal year.

At 25 percent of the fiscal year, Charges for Services slightly exceeded budget projections at 31.22%. Interest revenue is above budget at 34.98% for the first quarter. Overall, total Water operating revenues are at 31.40% of budget projections.

Water operating expenses remain within budget at 24.17%. The Operating and Maintenance category is within budget at 25.86%. Several annual costs, such as liability and property insurance, as well as the CalPERS ADP payment, are paid at the beginning of the fiscal year.

The Water Fund uses reserves to support Capital Improvement Projects (CIPs). For FY 2025–26, the budgeted transfer out for CIPs is $2,650,000, of which none has been expensed. Table 12 presents the Water Capital budget compared to actuals. Of the total $700,000 Water Capital CIP budget, none has been expensed to date. Transfers out for CIPs are shown for informational purposes to illustrate cash flows and will be capitalized at the end of the fiscal year.

Water Fund 020	Original Budget	Current Budget	YTD Actuals	Percent of Budget
Operating Revenues				
Charge for Services	2,478,170	2,478,170	773,639	31.22%
Interest Income	125,000	125,000	43,726	34.98%
Other Revenues	-	-	-	0.00%
Total Operating Revenue	**2,603,170**	**2,603,170**	**817,365**	**31.40%**
Operating Expenses				
Employee Services	548,211	548,211	97,196	17.73%
Operating & Maintenance	2,034,195	2,034,195	526,085	25.86%
Depreciation*	175,000	175,000	43,750	25.00%
Minor Capital	25,000	25,000	5,433	21.73%
Total Operating Expenses	**2,782,406**	**2,782,406**	**672,464**	**24.17%**
Operating Profit(Loss)	**(179,236)**	**(179,236)**	**144,902**	
Transfers In (Out)				
Use of Reserves for Operating	179,236	179,236	-	0.00%
Transfers In - for CIP	2,650,000	2,650,000	-	0.00%
Transfers Out - CIP**	(2,650,000)	(2,650,000)	-	0.00%
Total Revenue	*5,432,406*	*5,432,406*	*817,365*	*15.05%*
Total Expenditures	*(5,432,406)*	*(5,432,406)*	*(672,464)*	*12.38%*
Net Profit (Loss)	**-**	**-**	***144,902***	

**Depreciation is estimated. Capital Expenditures recorded here and depreciated annually.*

*** For information purposes only, capitalized at the end of the fiscal year.*

Table 12

Water Capital 021	Original Budget	Current Budget	YTD Actuals	Percent
Revenues				
Connection Fees	-	-	-	0.00%
Interest Income	-	-	-	0.00%
Transfers from Reserves	105,000	105,000	-	0.00%
Transfer In from Water Fund	700,000	700,000	-	0.00%
Total Revenue	805,000	805,000	-	0.00%
Expenses				
Depreciation	105,000	105,000	26,250	25.00%
Transfer to CIP Projects*	700,000	700,000	-	0.00%
Total Expenses	805,000	805,000	26,250	3.26%

Table 13

* Depreciation is capitalized at the end of the fiscal year and capital expenditure is included in depreciation. Total capital expenditures recorded year-to-date is $0.

ATTACHMENT 2

Capital Improvement Budget Quarterly

Account Summary

For Fiscal: 2025-2026 Period Ending: 09/30/2025

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 092 - Capital Improvement Proj Fund						
Funding Sources:						
092-49726	Transfer from Gas Tax Fund	785,378.00	785,378.00	301,228.64	-484,149.36	38.35%
092-49727	Transfer from General Fund	5,127,114.00	5,127,114.00	1,430,370.20	-3,696,743.80	27.90%
092-49728	Transfer from Measure A	1,444,008.00	1,444,008.00	709,537.80	-734,470.20	49.14%
092-49729	Transfer from Sewer Fund	775,000.00	775,000.00	70,950.00	-704,050.00	9.15%
092-49732	Transfer from Water Fund	1,950,000.00	1,950,000.00	0.00	-1,950,000.00	0.00%
092-49738	Transfer from Wastewater Capital	700,000.00	700,000.00	828.00	-699,172.00	0.12%
092-49739	Transfer from Water Capital	700,000.00	700,000.00	0.00	-700,000.00	0.00%
Total Funding Sources:		**11,481,500.00**	**11,481,500.00**	**2,512,914.64**	**-8,968,585.36**	**21.89%**

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 102 - Storm Drain Outfall Repairs and Re-Establishment						
092-102-74100	Construction and Improvements	40,000.00	40,000.00	0.00	40,000.00	0.00%
Department: 102 - Storm Drain Outfall Repairs & Re-Establishment Total:		**40,000.00**	**40,000.00**	**0.00**	**40,000.00**	**0.00%**

Status: Not started.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 207 - Santa Ynez River Trail						
092-207-70000	Conceptual Plan and Feasibility	225,000.00	225,000.00	0.00	225,000.00	0.00%
Department: 207 - Santa Ynez River Trail Total:		**225,000.00**	**225,000.00**	**0.00**	**225,000.00**	**0.00%**

Status: Contract exeuted with State. Working with SBCAG for MOU and project management for the SYRT project.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 212 - The Avenue Median 3 Improvement						
092-212-70005	Design/Permitting	150,000.00	150,000.00	0.00	150,000.00	0.00%
Department: 212 - The Avenue Median 3 Improvement Total:		**150,000.00**	**150,000.00**	**0.00**	**150,000.00**	**0.00%**

Status: Planning intern working on concepts. Waiting on Council direction.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 214 - City Hall Generator/Electrical Replacement						
092-214-74100	Construction and Improvement	40,000.00	40,000.00	0.00	40,000.00	0.00%
Department: 214 - City Hall Generator/Electrical Replacement Total:		**40,000.00**	**40,000.00**	**0.00**	**40,000.00**	**0.00%**

Status: Pursing Grant funding with CalOES.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 217 - River View Park Basketball Court Resurfacing						
092-217-74100	Construction and Improvement	80,000.00	80,000.00	0.00	80,000.00	0.00%
Department: 217 - River View Park Basketball Court Resurfacing Total:		**80,000.00**	**80,000.00**	**0.00**	**80,000.00**	**0.00%**

Status: Working on plans and specs.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 220 - Willemsen Parking Lot						
092-220-71500	Project Management and Inspection	270,000.00	270,000.00	41,973.75	228,026.25	15.55%
092-220-74100	Construction/Improvements	2,500,000.00	2,500,000.00	889,833.98	1,610,166.02	35.59%
Department: 220 - Willemsen Parking Lot Total:		**2,770,000.00**	**2,770,000.00**	**931,807.73**	**1,838,192.27**	**33.64%**

Status: In Progress.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 307 - McMurray Road Widening/TS (13/14)						
092-307-71200	Right of Way Acquistion	0.00	0.00	1,538.80	-1,538.80	#DIV/0!
092-307-71500	Project Management and Inspections	150,000.00	150,000.00	63,910.00	86,090.00	42.61%
092-307-74100	Construction and Improvements	1,100,000.00	1,100,000.00	77,132.40	1,022,867.60	7.01%
Department: 307 - McMurray Road Widening/TS (13/14) Total:		**1,250,000.00**	**1,250,000.00**	**142,581.20**	**1,107,418.80**	**11.41%**

Status: Council awarded contract on 1/24. Project under construction.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 309 - West Highway 246 Safety Improvements						
092-309-70000	Conceptual Plan and Feasibility	81,500.00	81,500.00	595.00	80,905.00	0.73%
092-309-70005	Design and Permitting	100,000.00	100,000.00	0.00	100,000.00	0.00%
092-309-71500	Project Management and Inspection	75,000.00	75,000.00	0.00	75,000.00	0.00%
092-309-74100	Construction and Improvements	400,000.00	400,000.00	0.00	400,000.00	0.00%
Department: 309 - West Highway 246 Safety Improvements Total:		**656,500.00**	**656,500.00**	**595.00**	**655,905.00**	**0.09%**

Status: In conceptual plan/feasibility with consultant and Caltrans.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 322 - Road Maintenance (2023-24)						
092-322-71500	Project Management & Inspection (2023/24)	80,000.00	80,000.00	44,531.25	35,468.75	55.66%
092-322-74100	Construction and Improvement (2023/24)	640,000.00	640,000.00	1,321,621.46	-681,621.46	206.50%
Department: 322 - Road Maintenance (2023-24) Total:		**720,000.00**	**720,000.00**	**1,366,152.71**	**-646,152.71**	**189.74%**

Status: Project combined with CIP 323. Council awarded contract on 06/26/25. Under construction

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 323 - Road Maintenance (2024-25)						
092-323-70005	Design and Permitting (2024/25)	50,000.00	50,000.00	0.00	50,000.00	0.00%
092-323-71500	Project Management and Inspection (2024/25)	75,000.00	75,000.00	0.00	75,000.00	0.00%
092-323-74100	Construction and Improvements (2024/25)	350,000.00	350,000.00	0.00	350,000.00	0.00%
Department: 323 - Road Maintenance (2024-25) Total:		**475,000.00**	**475,000.00**	**0.00**	**475,000.00**	**0.00%**

Status: Project combined with CIP 322. Council awarded contract on 06/26/25. Under construction

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 324 - Road Maintenance (2025-26)						
092-324-70005	Design and Permitting	100,000.00	100,000.00	0.00	100,000.00	0.00%
092-324-71500	Project Management and Inspection	100,000.00	100,000.00	0.00	100,000.00	0.00%
092-324-74100	Construction and Improvements	700,000.00	700,000.00	0.00	700,000.00	0.00%
Department: 324 - Road Maintenance Total:		**900,000.00**	**900,000.00**	**0.00**	**900,000.00**	**0.00%**

Status: Not started.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 401 -River View Park Misc.						
092-401-74100	Construction and Improvements	50,000.00	50,000.00	0.00	50,000.00	0.00%
Department: 401 -River View Park Misc. Total:		**50,000.00**	**50,000.00**	**0.00**	**50,000.00**	**0.00%**

Status: On-going.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 603 - WTP Facilities Improvement (13/14)						
092-603-74100	Construction and Improvements	200,000.00	200,000.00	0.00	200,000.00	0.00%
Department: 603 - WTP Facilities Improvement (13/14) Total:		**200,000.00**	**200,000.00**	**0.00**	**200,000.00**	**0.00%**

Status: On-going.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 605 - WTP Backwash Reclamation Improvement Project						
092-605-74100	Construction and Improvements	100,000.00	100,000.00	0.00	100,000.00	0.00%
Department: 605 - WTP Backwash Reclamation Improvement Proj.Total:		**100,000.00**	**100,000.00**	**0.00**	**100,000.00**	**0.00%**

Status: On-going.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 609 - Supplemental Well/WTP Feasibility						
092-609-70005	Design and Permitting	100,000.00	100,000.00	0.00	100,000.00	0.00%
Department: 609 - Supplemental Well/WTP Feasibility Total:		**100,000.00**	**100,000.00**	**0.00**	**100,000.00**	**0.00%**

Status: On-going.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 610 - Water Distribution System Improvements						
092-610-74100	Construction and Improvements	100,000.00	100,000.00	0.00	100,000.00	0.00%
Department: 610 - Water Distribution System Improvements Total:		**100,000.00**	**100,000.00**	**0.00**	**100,000.00**	**0.00%**

Status: On-going.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 614 - McMurray WTP Generator						
092-614-74100	Construction and Improvement	700,000.00	700,000.00	0.00	700,000.00	0.00%
Department: 614 - McMurray WTP Generator Total:		**700,000.00**	**700,000.00**	**0.00**	**700,000.00**	**0.00%**

Status: Grant application with OES.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 615 - Water Distribution System Master Plan Implementation						
092-615-74100	Construction and Improvement	300,000.00	300,000.00	0.00	300,000.00	0.00%
Department: 615 - Water Distribution System Master Plan Implementation T		**300,000.00**	**300,000.00**	**0.00**	**300,000.00**	**0.00%**

Status: On-going.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 617 - SCADA Upgrades (Water)						
092-617-74100	Construction and Improvement	200,000.00	200,000.00	0.00	200,000.00	0.00%
Department: 617 - SCADA Upgrades (Water) Total:		**200,000.00**	**200,000.00**	**0.00**	**200,000.00**	**0.00%**

Status: Needs study completed. Reviewing potential grants for funding.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 618 - Reservoir 1 Roof Replacement						
092-618-71500	Project Management and Inspections	10,000.00	10,000.00	0.00	10,000.00	0.00%
092-618-74100	Construction and Improvements	740,000.00	740,000.00	0.00	740,000.00	0.00%
Department: 618 - Reservoir 1 Roof Replacement Total:		**750,000.00**	**750,000.00**	**0.00**	**750,000.00**	**0.00%**

Status: Not started.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 620 - New Water Reservoir						
092-620-70000	Conceptual Plan and Feasibility	100,000.00	100,000.00	0.00	100,000.00	0.00%
092-620-70005	Design and Permitting	100,000.00	100,000.00	0.00	100,000.00	0.00%
Department: 620 - New Water Reservoir Total:		**200,000.00**	**200,000.00**	**0.00**	**200,000.00**	**0.00%**

Status: Not started.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 704 - Sewer Line Replacement						
092-704-71500	Project Management and Inspections	50,000.00	50,000.00	0.00	50,000.00	0.00%
092-704-74100	Construction and Improvements	200,000.00	200,000.00	70,950.00	129,050.00	35.48%
Department: 704 - Sewer Line Replacement Total:		**250,000.00**	**250,000.00**	**70,950.00**	**179,050.00**	**28.38%**

Status: Not started.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 706 - WWTP Facilities Improvement						
092-706-74100	Construction and Improvements	400,000.00	400,000.00	828.00	399,172.00	0.21%
Department: 706 - WWTP Facilities Improvement Total:		**400,000.00**	**400,000.00**	**828.00**	**399,172.00**	**0.21%**

Status: On-going.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 711 - WWTP Lab Building Replacement						
092-711-74100	WWTP Lab Building Replacement	250,000.00	250,000.00	0.00	250,000.00	0.00%
Department: 711 - WWTP Lab Building Replacement:		**250,000.00**	**250,000.00**	**0.00**	**250,000.00**	**0.00%**

Status: Review of options completed. Working on RFB.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 712 - Wastewater Treatment Plant MP Improvements						
092-712-74100	Construction and Improvement	300,000.00	300,000.00	0.00	300,000.00	0.00%
Department: 712 - Wastewater Treatment Plant MP Improvements Total:		**300,000.00**	**300,000.00**	**0.00**	**300,000.00**	**0.00%**

Status: On-going.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 713 - SCADA Upgrades (Sewer)						
092-713-74100	Construction and Improvement	200,000.00	200,000.00	0.00	200,000.00	0.00%
Department: 713 - SCADA Upgrades (Sewer) Total:		**200,000.00**	**200,000.00**	**0.00**	**200,000.00**	**0.00%**

Status: Needs study completed. Reviewing potential grants for funding.

		Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 714 - Wastewater Treatment Plant Electrical Improvements						
092-714-74100	Construction and Improvement	75,000.00	75,000.00	0.00	75,000.00	0.00%
Department: 714 - WWTP Electrical Improvements Total:		**75,000.00**	**75,000.00**	**0.00**	**75,000.00**	**0.00%**

Status: Not started.

	Original Total Budget	Current Total Budget	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Expense Total:	**11,481,500.00**	**11,481,500.00**	**2,512,914.64**	**8,968,585.36**	**21.89%**
Fund: 092 - Capital Improvement Proj Fund Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Fund Balance Analysis - Capital Improvement Project Funding Sources FY 2025-26

Fund	7/1/2025 Est. Beg. Fund Balance	FY 2025/26 YTD Revenue	FY 2025/26 YTD Expenditures	FY 2025/26 YTD CIP Funding	9/30/2025 Est. End. Fund Balance
001- General	15,035,783.03	2,522,372.00	3,856,389.39	1,430,370.20	12,271,395.44
005- Wastewater	1,989,686.66	337,504.62	434,848.86	70,950.00	1,821,392.42
006- Wastewater Capital	565,395.43	-	-	828.00	564,567.43
020- Water	10,483,645.19	817,385.37	628,713.74	-	10,672,316.82
021- Water Capital	339,574.07	-	-	-	339,574.07
025- Gas Tax	620,082.75	69,548.57	42,418.37	301,228.64	345,984.31
031- Measure A	1,008,052.97	79,842.98	-	709,537.80	378,358.15
Totals:	**$ 30,042,220.10**	**$ 3,826,653.54**	**$ 4,962,370.36**	**$ 2,512,914.64**	**$ 26,393,588.64**

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 6

To: The Honorable Mayor and City Council

From: Rose Hess, Public Works Director/City Engineer

Meeting Date: December 11, 2025

Subject: Notice of Completion and Acceptance of the McMurray Road/Highway 246 Improvement Project

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BACKGROUND

At the January 25, 2024, Council Meeting, the City Council awarded a contract to RDZ Construction in the amount of $992,898.20 plus a contingency amount of 10% ($99,290.00) for a total contract amount of $1,092,188.20. The project work included widening of the north leg of McMurray Road at Highway 246 with additional traffic signal improvements. The project also includes road, sidewalk, curb and gutter, and driveway improvements as well as utility relocations and appurtenant work. Staff has inspected the construction and is satisfied that the project plans and specifications have been met. Change orders included deductions of quantities for water line relocation and addition of quantities for sewer lateral repair, various quantity repair items and additional restriping work. The net change order amount was an addition of $14,956.69. The work was substantially completed on November 25, 2025. The final actual contract expenditures total $977,941.51.

FISCAL IMPACT

The final construction cost of the project, including change orders, was $977,941.51. Funding for the construction of the project was allocated from Measure A Regional Funds, General Fund and Gas Tax.

RECOMMENDATION

That the City Council accept the McMurray Road/Highway 246 Improvement Project and instruct the City Engineer to file the attached Notice of Completion.

ATTACHMENTS

Attachment 1 - Notice of Completion

ATTACHMENT 1

NOTICE OF COMPLETION

Notice is hereby given that:

1. The undersigned is the owner or corporate officer of the interest or estate hereinafter described:

2. The full name of the owner is: City of Buellton

3. The full address of the owner is: 107 West Highway 246
P.O. Box 1819
Buellton, California 93427

4. The nature of the interest or estate of the owner is "in fee"

5. All work of improvements on the project hereinafter was substantially completed on November 25, 2025. The work done included widening of the north leg of McMurray Road at Highway 246 with additional traffic signal improvements. The project also includes road, sidewalk and curb, and gutter and driveway improvements as well as utility relocations and appurtenant work. The name of the contractor, if any, for such work of improvement was RDZ Construction.

6. The property on which said work of improvement was completed is in the City of Buellton, County of Santa Barbara, State of California, and is described as various streets within the City limits of the City of Buellton.

Dated: ______________________________ ______________________________

Linda Reid, City Clerk

VERIFICATION

I, the undersigned, declare that I am the City Engineer of the declarant of the foregoing Notice of Completion. I have read said Notice of Completion and know the contents thereof and the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on December 11, 2025, at Buellton, California.

____

Rose M. Hess, Public Works Director/City Engineer

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 7

To:	The Honorable Mayor and City Council
From:	Rose Hess, Public Works Director/City Engineer
Meeting Date:	December 11, 2025
Subject:	Notice of Completion and Acceptance of the 2023/24 – 2024/25 Combined Road Maintenance Project

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BACKGROUND

At the June 26, 2025, Council Meeting, the City Council awarded a contract to JF Wille Construction in the amount of $1,300,008.45 plus a contingency amount of 10%, ($130,000) for a total contract amount of $1,430,008.45. The project work included slurry seal and pavement repair and maintenance of Ave of Flags, Reservoir 1/2 access road and the WWTP access road, as well as localized asphalt repairs in various locations throughout the city. In addition, repairs include pavement striping, localized concrete repairs, and traffic sign replacements. Staff has inspected the construction and is satisfied that the project plans and specifications have been met. Change orders included net addition of quantities for AC removal & replacement, and aggregate base. The net change order amount was an addition of $98,948.72. The work was substantially completed on October 10, 2025. The final actual contract expenditures total $1,398,957.17.

FISCAL IMPACT

The final construction cost of the project, including change orders, was $1,398,957.17. Funding for the construction of the project was allocated from Measure A Local Funds, General Fund and Gas Tax.

RECOMMENDATION

That the City Council accept the 2023/24 – 2024/25 Combined Road Maintenance Project and instruct the City Engineer to file the attached Notice of Completion.

ATTACHMENTS

Attachment 1 - Notice of Completion

ATTACHMENT 1

NOTICE OF COMPLETION

Notice is hereby given that:

1. The undersigned is the owner or corporate officer of the interest or estate hereinafter described:

2. The full name of the owner is: City of Buellton

3. The full address of the owner is: 107 West Highway 246
P.O. Box 1819
Buellton, California 93427

4. The nature of the interest or estate of the owner is "in fee"

5. All work of improvements on the project hereinafter was substantially completed on October 10, 2025. The work done included the slurry seal and pavement repair and maintenance of Ave of Flags, Reservoir 1/2 access road and the WWTP access road, as well as localized asphalt repairs in various locations throughout the city. In addition, repairs include pavement striping, localized concrete repairs, and traffic sign replacements. The name of the contractor, if any, for such work of improvement was JF Will Co.

6. The property on which said work of improvement was completed is in the City of Buellton, County of Santa Barbara, State of California, and is described as various streets within the City limits of the City of Buellton.

Dated: ______________________________ ______________________________

Linda Reid, City Clerk

VERIFICATION

I, the undersigned, declare that I am the City Engineer of the declarant of the foregoing Notice of Completion. I have read said Notice of Completion and know the contents thereof and the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on December 11, 2025, at Buellton, California.

____

Rose M. Hess, Public Works Director/City Engineer

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 8

To:	Honorable Mayor and City Council
From:	Rose Hess, Public Works Director/City Engineer
Meeting Date:	December 11, 2025
Subject:	Resolution No. 25-31 - "A Resolution of the City Council of the City of Buellton, California Accepting Donation Agreement and Quitclaim of Real Property from People Self Help Housing Corporation (Buellton Garden Apartments)"

BACKGROUND

On November 17, 2022, the Planning Commission approved the Buellton Garden Apartments Final Development Plan. During the approval process, the project was required to provide a Public Trail Easement to the City to support the City's Santa Ynez River Trail. This easement was subsequently dedicated to and accepted by the City Council on April 25, 2024. As the project progressed, People Self Help Housing Corporation PSHHC) has determined that the remainder parcel of their property immediately to the south of the project development, would be excess and offered it fully for dedication to the City. This land is approximately 9 acres and is proposed to be quitclaimed in its entirety to City. The land is generally within banks of the Santa Ynez River and also contains an old ground water well that is not in use and disconnected from any property but would be included as part of the transfer to the City.

PSHHC has provided a Donation Agreement (Attachment 1) that provides general terms they are requesting in exchange for the donation of the property. This includes a waiver to their project condition to pay a trail maintenance fee of $87,528 and a waiver of the landscape maintenance agreement for the trail. Staff and the City Attorney have reviewed the terms and found it generally acceptable.

PSHHC has prepared the Quitclaim Deed, provided as Attachment 2 which contains the legal description and map exhibits. Staff has reviewed and provided minor corrections.

Should Council choose to accept the offer, PSHHC will execute the final documents (final edits pending and to be approved by city staff and city attorney prior to city's execution) and submit to the City for execution and recordation.

FISCAL IMPACT

The offer and potential acceptance of this item would add real property to the City's existing facilities. Although no specific value amount has been identified at this time, it will be included within the city's assets and liabilities through CJPIA. Future costs for improvements, operations and maintenance will be necessary.

RECOMMENDATION

That City Council consider adoption of Resolution No. 25-31 - "A Resolution of the City Council of the City of Buellton, California, Accepting Donation Agreement and Quitclaim of Real Property from People Self Help Housing Corporation (Buellton Garden Apartments)" and authorize the City Attorney and City Manager to work with PSHHC on final language and execution of the documents for recordation.

ATTACHMENTS

Resolution No. 25-31
Attachment 1 – Donation Agreement
Attachment 2 – Quitclaim Deed

RESOLUTION NO. 25-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, ACCEPTING DONATION AGREEMENT AND QUITCLAIM OF REAL PROPERTY FROM PEOPLE SELF HELP HOUSING CORPORATION (BUELLTON GARDEN APARTMENTS)

WHEREAS, the People Self Help Housing Corporation desires to quitclaim to the City of Buellton excess property, Assessor's Parcel Number APN 134-200-094; and

WHEREAS, the excess property of approximately 9 acres includes the previously dedicated and recorded Public Trails Easement; and

WHEREAS, the Buellton Gardens Apartments Development project was conditioned to pay a Trail Maintenance Fee of $87,528 and provide a Landscape Maintenance Agreement for the trail; and

WHEREAS, People Self Help Housing Corporation has submitted a Donation Agreement, proposed donation of their excess property as described above and is requesting a waiver of the Trail Maintenance Fee and Landscape Maintenance Agreement for trail project conditions; and

WHEREAS, the proposed Donation Agreement is attached hereto as Attachment 1 and incorporated herein by this reference; and

WHEREAS, the proposed Quitclaim Deed is attached here to as Attachment 2 and incorporated herein by this reference. Property to be quitclaimed to the City is legally described in "Exhibit A" to Attachment 2 and depicted on the map in "Exhibit B" to Attachment 2, both of which are attached hereto and incorporated herein by this reference; and

WHEREAS, the City Council has reviewed the proposed Donation Agreement and Quitclaim of the Property and is fully advised with respect thereto; and

WHEREAS, the City Council has reviewed the proposed Donation Agreement and Quitclaim Deed and finds them acceptable.

BE IT RESOLVED by the City Council of the City of Buellton as follows:

SECTION 1: The City Council finds that all of the facts, findings and conclusions set forth above are true and correct.

SECTION 2: The City Manager is authorized to execute the said documents on behalf of the City.

SECTION 3: The City Clerk is authorized to execute the said documents on behalf of the City.

PASSED, APPROVED and ADOPTED this 11th day of December 2025.

David Silva
Mayor

ATTEST:

Linda Reid
City Clerk

Donation Agreement

THIS DONATION AGREEMENT ("**Agreement**") is entered into as of this ___ day of __________, 2025 (the "**Effective Date**") by and between PSHHC LAND HOLDING LLC, a California limited liability company ("**Donor**") and THE City OF BUELLTON, a municipal corporation ("**City**").

Recitals

WHEREAS, Donor is the owner of that certain real property containing approximately 9 acres, and located in the County of Santa Barbara, State of California, and described on Exhibit "A", attached hereto and incorporated herein by reference (the "**Property**");

WHEREAS, Donor wishes to donate the Property to City, and City desires to accept a donation of the Property, on the terms and conditions contained herein.

Operative Provisions

NOW, THEREFORE, in consideration of the above Recitals, which are incorporated into this Agreement, in consideration of the mutual promises set forth herein, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, Donor and City hereby agree as follows:

1. **Donation of Real Property**. Subject to the terms and conditions of this Agreement, Donor agrees to donate and transfer the Property to City, and City hereby agrees to accept the donation of the Property. The Property shall be conveyed to the City by a Quitclaim Deed in the form attached hereto as Exhibit "B". The Property shall be donated to City in its "AS IS", "WHERE IS" condition.

2. **COA #46**. Donor's related entity, People's Self Help Housing Corporation (**"PSHHC**") has developed the Buellton Garden Apartments on property immediately contiguous to the Property (**"PSHHC Site**"). PSHHC is required by Condition of Approval No. 46 to pay a trail maintenance impact fee to City of approximately $87,528, for maintenance of the trails on the Property. Upon the recordation of the Quitclaim Deed, the City agrees that PSHHC (or the owner of the Buellton Garden Apartments), shall have no further obligation to pay the trail maintenance impact.

3. **Landscape and Maintenance Agreement**. PSHHC has also entered into a Landscaping and Maintenance Agreement and Consent to Enter Property with City dated November 7, 2023 (**"Maintenance Agreement**"), relative to certain maintenance obligations on the Property. Concurrently with the recordation of the Quitclaim Deed the Maintenance Agreement shall be either amended, or amended and restated, in order to remove all obligations thereunder that relate to the Property.

4. **Authority of Parties**. Donor and City each represent and warrant to the other that this Agreement and all other documents delivered prior to or at the Close of Escrow have been authorized, executed, and delivered by Donor or City, as the case may be.

5. **Further Documents and Acts**. Each of the parties hereto agrees to cooperate in good faith with each other, and to execute and deliver such further documents and perform such other acts as may be reasonably necessary or appropriate to consummate and carry into effect the transactions contemplated under this Agreement.

6. **Severability**. If any term or provision of this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected.

7. **Waivers**. A waiver or breach of covenant or provision in this Agreement shall not be deemed a waiver of any other covenant or provision in this Agreement, and no waiver shall be valid unless in writing and executed by the waiving party. An extension of time for performance of any obligation or act shall not be deemed an extension of the time for performance of any other obligation or act.

8. **Counterparts**. This Agreement may be executed in one or more counterparts. Each shall be deemed an original and all, taken together, shall constitute one and the same instrument.

9. **Amendment to this Agreement**. The terms of this Agreement may not be modified or amended except by an instrument in writing executed by each of the parties hereto.

10. **Survival**. All representations, warranties, covenants and indemnity obligations of the parties shall survive the Closing of this Agreement.

[Signatures appear on next page]

IN WITNESS WHEREOF, City and Donor have executed this Agreement to be effective on and as of the Effective Date set forth in the preamble to this Agreement.

"**Donor**"	"**City**"
PSHHC LAND HOLDING LLC	THE CITY OF BUELLTON
By:________________________________	By:________________________________
Name:______________________________	Name:______________________________
Its:________________________________	Its:________________________________

Attachment 2

~~EXHIBIT "B"~~

QUITCLAIM DEED

RECORDING REQUESTED BY:

CITY OF BUELLTON

WHEN RECORDED MAIL TO:

City of Buellton
PO Box 1819
Buellton, CA 93427
Attn: City Clerk

(*SPACE ABOVE THIS LINE FOR RECORDER'S USE*)

APN: 137-200-094

THE UNDERSIGNED GRANTOR DECLARES DOCUMENTARY TRANSFER TAX is **$0.00**. (California Revenue and Taxation Code § 11922)

.

QUITCLAIM DEED

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

PSHHC LAND HOLDING LLC, a California limited liability company ("Grantor"),

hereby REMISES, RELEASES AND QUITCLAIMS to

THE CITY OF BUELLTON, a municipal corporation ("Grantee"),

any and all right, title or interest in that certain real property, more particularly described in Exhibit "A" and depicted on Exhibit "B", each attached hereto and incorporated herein by reference.

EXECUTED AS OF THIS ____ DAY OF ________________, 2025.

GRANTOR:

PSHHC LAND HOLDING LLC, a California limited liability company

By: ___________________________
Name:_________________________
Its:___________________________

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document

STATE OF ______________)
)
COUNTY OF ____________)

On _________________, 2025 before me, _______________________________, a Notary Public, personally appeared ____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: __________________________________ (Seal)

EXHIBIT "A"
LEGAL DESCRIPTION

All that certain real property located in the City of Buellton, County of Santa Barbara, State of California, more fully described as follows:

> ALL THAT PORTION DESIGNATED AS "REMAINDER PARCEL" AS SHOWN ON TRACT MAP NO. 31009, PER MAP RECORDED IN BOOK 182, PAGES 9 THROUGH 13 INCLUSIVE, OF MAPS IN THE OFFICE OF THE COUNTY RECORDER OF SANTA BARBARA COUNTY.

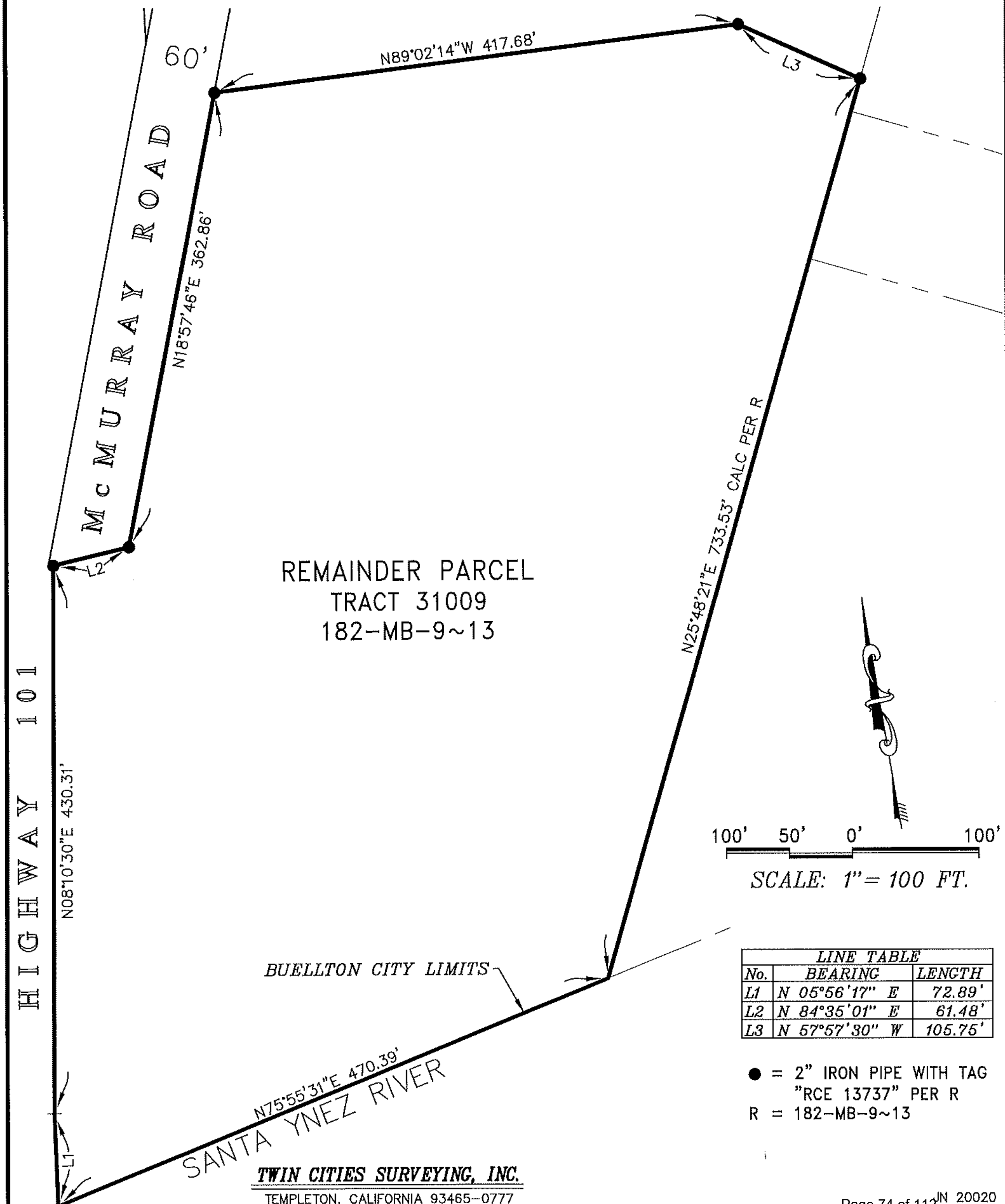
The above-referenced land within said "Remainder Parcel" as shown on said Tract Map is graphically shown on Exhibit "B" attached hereto and made a part hereof.

APN 137-200-094

(End of Legal Description)

EXHIBIT "B"

Exhibit "B"
PLAT OF REMAINDER



LINE TABLE		
No.	BEARING	LENGTH
L1	N 05°56'17" E	72.89'
L2	N 84°35'01" E	61.48'
L3	N 57°57'30" W	105.75'

● = 2" IRON PIPE WITH TAG "RCE 13737" PER R
R = 182-MB-9~13

TWIN CITIES SURVEYING, INC.
TEMPLETON, CALIFORNIA 93465-0777

JN 20020

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 9

To:	Honorable Mayor and City Council
From:	Scott Wolfe, City Manager
Meeting Date:	December 11, 2025
Subject:	Resolution No. 25-32 - "A Resolution of the City Council of the City of Buellton, California, Accepting Quitclaim of Real Property from Buellton Ventures - APN 099-700-043"

BACKGROUND

On December 13, 2001, the City Council adopted Resolution No. 01-27, approving a master plan for River View Park. Subsequent to this resolution's adoption, the City entered into an Option to Acquire Real Property with Buellton Ventures, the then-owner of the land that would become River View Park, to acquire the property which included the land comprising River View Park, the Santa Ynez Valley Botanic Garden and an additional parcel located to the south of the Botanic Garden. While the documentation for this Option agreement clearly indicates an intent to acquire all of this property, the parcel to the south of the Botanic Garden remained under the ownership of Buellton Ventures (See Attachment 1).

This remnant was discovered earlier this year, when the Botanic Garden requested ownership information for the parcel to request permission to use it for possible future expansion of the Garden. Staff contacted Richard Ridgway, the representative of Buellton Ventures, to request permission to use the property. Mr. Ridgway indicated that the property should have been transferred to the City at the time that the City acquired the property to build River View Park, but for an unknown reason this parcel was not transferred. He then offered to transfer the property to the City as it is no longer of any use, cannot be developed, and has no access but through properties owned by others. On November 12, Staff received a signed and notarized quitclaim deed for the property (See Attachment 2).

City documents from the period, including the proposed master plan for River View Park, the abovementioned Option agreement, and the accompanying title report contemplate the transfer of this property to the City. No indication of a reason for excluding the property from the City's acquisition has been found, leading to the conclusion that the exclusion was in error.

The acquisition of this property at this time will increase the City's property holdings by 24,761 square feet (approximately 0.568 acres). It will also allow for either purely passive open space use or possibly allow for the expansion of the Botanic Garden. Determination of any use other than passive open space use will need to be determined by the City Council at a later date.

FISCAL IMPACT

The acceptance of this item would add real property to the City's existing holdings. Although no specific value amount has been identified at this time, it will be included within the city's assets and liabilities through CJPIA. Future costs for improvements, operations and maintenance may be necessary, though given the parcel's location within the riverbanks and its zoning as Open Space, such costs are likely minimal.

RECOMMENDATION

That City Council consider adoption of Resolution No. 25-32 - "A Resolution of the City Council of the City of Buellton, California, Accepting Quitclaim of Real Property from Buellton Ventures - APN 099-700-043"

ATTACHMENTS

Resolution No. 25-32
Attachment 1 – Location Map
Attachment 2 – Quitclaim Deed

RESOLUTION NO. 25-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, ACCEPTING QUITCLAIM OF REAL PROPERTY FROM BUELLTON VENTURES – APN 099-700-043

WHEREAS, Buellton Ventures desires to quitclaim to the City of Buellton excess property, Assessor's Parcel Number APN 099-700-043, as shown on Attachment 1; and

WHEREAS, the proposed Quitclaim Deed is attached hereto as Attachment 2 and incorporated herein by this reference. Property to be quitclaimed to the City is legally described in "Exhibit A" to Attachment 2 and depicted on the map in "Exhibit B" to Attachment 2, both of which are attached hereto and incorporated herein by this reference; and

WHEREAS, the City Council has reviewed the proposed Quitclaim of the Property and is fully advised with respect thereto; and

WHEREAS, the City Council has reviewed the proposed and Quitclaim Deed and finds them acceptable.

BE IT RESOLVED by the City Council of the City of Buellton as follows:

SECTION 1: The City Council finds that all of the facts, findings and conclusions set forth above are true and correct.

SECTION 2: The Mayor is authorized to execute the said documents on behalf of the City.

PASSED, APPROVED and ADOPTED this 11th day of December 2025.

____
David Silva
Mayor

ATTEST:

____
Linda Reid
City Clerk

ATTACHMENT 1

Location Map

ATTACHMENT 2

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO:

City of Buellton
P.O. Box 1819
Buellton, CA 93427
Attn: City Clerk

APN 054-320-550 *(Space Above This Line for Recorder's Use Only)*
[Exempt from recording fee per Gov. Code § 27383]

QUITCLAIM DEED

This Quitclaim Deed is made on November 11, 2025 by Richard Ridgway on behalf of Buellton Ventures, * ("**Seller**"), to the City of Buellton, a municipal corporation ("**City**") with reference to the facts recited below. In this Quitclaim Deed, Seller and City individually may be referred to as "Party" and collectively may be referred to as "Parties."

* a California general partnership

A. Seller is the fee owner of the property located in the City of Buellton, Santa Barbara County, California, identified as Assessor Parcel Number 099-700-043 ("**Property**"). The Property is located in the floodplain of the Santa Ynez River within the City of Buellton, adjacent to the property identified as Assessor Parcel Number 099-700-042 and operated by the City as "Riverview Park" and the "Santa Ynez Valley Botanic Garden" ("**City Property**").

B. It has been determined that Seller had intended to transfer the Property to City at such time as Seller's development activities to the northeast of the Santa Ynez River floodplain had concluded, for the purpose of City utilizing the Property in concert with the City Property. Seller acknowledges that there is no development potential for the Property and that the Property has no market value due to its size, location, and other geographic constraints.

NOW THEREFORE, in consideration of the mutual promises, approvals, and covenants made by the Parties and other considerations, the value, adequacy and receipt of which are hereby acknowledged, the Parties agree as follows:

Seller hereby quitclaims to City any interest it may have in the Property described in Exhibit A and depicted in Exhibit B attached hereto and incorporated herein, and all appurtenances thereto.

Dated: November 11, 2025

Seller: Richard Ridgway

By: Buellton Ventures, a California general partnership
Name: Richard Ridgway
Title: Successor Partner
[signature must be notarized]

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF Santa Barbara)

On November 11, 2025 before me, Marissa Bernstein-Rivera, Notary Public, personally appeared Richard Ridgway who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARISSA BERNSTEIN-RIVERA
Notary Public - California
Santa Barbara County
Commission # 2393888
My Comm. Expires Feb 13, 2026

Signature: Marissa Bernstein-Rivera (seal)

CERTIFICATE OF ACCEPTANCE

This is to certify that the relinquishment of any interest in the real property as set forth in the Quitclaim Deed dated _______________, 2025, from ________________________ to the City of Buellton, a municipal corporation, is hereby accepted by the City Council of the City and the City consents to recordation of said Quitclaim Deed.

Dated:__________________________

By:_____________________________
David Silva, Mayor

STATE OF CALIFORNIA)
COUNTY OF _________________________)

On _________ __, 20__ before me, ___________________, Notary Public, personally appeared ____________ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature:_____________________________ (seal)

EXHIBIT "A"

APN 099-700-043

LEGAL DESCRIPTION

That portion of Lot 12 of Rancho San Carlos de Jonata in the City of Buellton, County of Santa Barbara, State of California, as per map filed in Book 5, Page 54 of Maps and Surveys, records of said County:

EXCEPTING therefrom any portion thereof lying within the land of Tract 31001-1 in the City of Buellton, County of Santa Barbara, State of California, as per map filed in Book 181, Pages 44 to 49 of Maps, in the office of the County Recorder of said County.

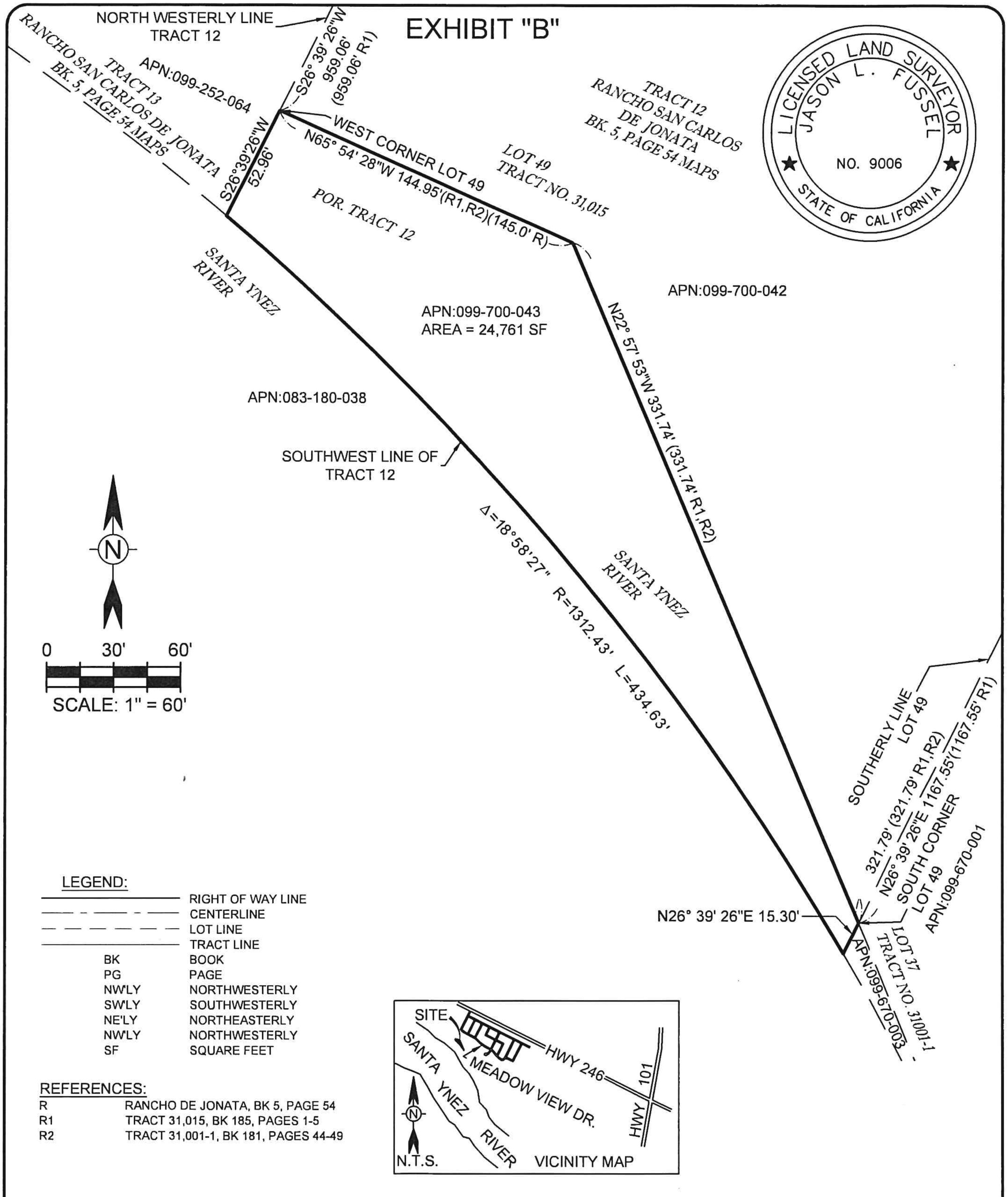
ALSO EXCEPTING therefrom any portion thereof lying within the land of Tract 31015 in the City of Buellton, County of Santa Barbara, State of California, as per map filed in Book 185, Pages 1 to 5 of Maps, in the office of the County Recorder of said County.

ALSO EXCEPTING therefrom any portion thereof as described in the first parcel designated therein as Parcel 2469 in the deed to the State of California, recorded January 11, 1972 in Book 2382, Page 396 of Official Records.

ALSO EXCEPTING therefrom any portion thereof lying Easterly of the Easterly boundary line of Tract 31015 in the map filed in Book 185, Pages 1 to 5 of Maps, in the office of the County Recorder of said County.

LICENSED LAND SURVEYOR
JASON L. FUSSEL
NO. 9006
STATE OF CALIFORNIA

Jason L. Fussel, PLS 9006 Date



TETRA TECH
www.tetratech.com
290 Valley Station Dr. Suite 102,
Buellton, California 93427
(805) 542-9052

APN: 099-700-043

CITY OF BUELLTON
SANTA BARBARA COUNTY
STATE CALIFORNIA

Project No.: 200-155059-2003
Date: 10/17/2025
Drawn By: JHG
EXHIBIT B

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 10
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To:	The Honorable Mayor and City Council
From:	Scott Wolfe, City Manager
Meeting Date:	December 11, 2025
Subject:	Ordinance No. 25-07 – "An Ordinance of the City Council of the City of Buellton, California, Setting Policies Governing the Planting and Care of Trees on Public Property and Making Provisions for the Emergency Removal of Trees on Private Property under Certain Conditions" (Second Reading)

BACKGROUND

The City Council introduced and held the first reading of Ordinance No. 25-07 on November 13, 2025. This ordinance addresses the care and maintenance of trees on public land within the City, establishes a Tree and Landscape Advisory Board, and makes provisions for the emergency removal of trees on private property in certain instances. Attached Ordinance No. 25-07 is now ready for adoption.

RECOMMENDATION

Staff recommends that the City Council consider adoption of Ordinance No. 25-07 – "An Ordinance of the City Council of the City of Buellton, California, Setting Policies Governing the Planting and Care of Trees on Public Property and Making Provisions for the Emergency Removal of Trees on Private Property under Certain Conditions" by title only and waive further reading.

ATTACHMENTS

Ordinance No. 25-07

ORDINANCE NO. 25-07

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, SETTING POLICIES GOVERNING THE PLANTING AND CARE OF TREES ON PUBLIC PROPERTY AND MAKING PROVISIONS FOR THE EMERGENCY REMOVAL OF TREES ON PRIVATE PROPERTY UNDER CERTAIN CONDITIONS

THE CITY COUNCIL OF THE CITY OF BUELLTON DOES ORDAIN AS FOLLOWS:

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

WHEREAS, the City of Buellton ("City") has adopted a General Plan and Specific Plans to ensure a well-planned and safe community; and

WHEREAS, the City has enacted a Municipal Code for the protection of public health, safety, and welfare; and

WHEREAS, the City has adopted Community Design Guidelines and other policies to enhance the quality of life and the general environment within the City; and

WHEREAS, each of these documents have general policies and regulations pertaining to trees but lack specific identification of authority and responsibility for public trees, practices governing the planting and care of trees on public property, and provisions for the emergency removal of trees on private property.

SECTION 2. Chapter 9.36 of Title 9 of the Buellton Municipal Code is hereby added to read:

9.36.010. Purpose. To enhance the quality of life and the present and future health, safety, and welfare of all residents, to enhance property values, and to ensure proper planting and care of trees on public property, the City Council herein delegates the authority and responsibility for managing public trees, creates a Tree and Landscape Advisory Board, establishes practices governing the planting and care of trees on public property, and makes provision for the emergency removal of trees on private property under certain conditions.

9.36.020. Definitions.

As used in this Article, the following words and phrases shall have the meanings indicated:

Damage – any injury to or destruction of a tree, including but not limited to: uprooting; severance of all or part of the root system or main trunk; storage of material on or compaction of surrounding soil; a substantial change in the natural grade above a root system or around a trunk; surrounding the tree with impervious paving materials; or any trauma caused by accident or collision.

Nuisance – any tree, or limb thereof, that has an infectious disease or insect; is dead or dying; obstructs the view of traffic signs or the free passage of pedestrians or vehicles; or threatens public health, safety, and welfare.

Parkway – the area along a public street between the curb and the sidewalk; or if there is no curb or sidewalk, the unpaved portion of the area between the street right-of-way line and the paved portion of the street or alley.

Public property – all grounds and rights-of-way (ROWs) owned or maintained by the City.

Public tree – any tree or woody vegetation on city-owned or city-maintained property or rights-of-way.

Top or Topping – the non-standard practice of cutting back of limbs to stubs within a tree's crown to such a degree so as to remove the normal canopy and disfigure the tree.

9.36.030. Authority and power.

(a) **Delegation of authority and responsibility.** The Director of Public Works and/or their designee, hereinafter referred to as the "Director", shall have full authority and responsibility to plant, prune, maintain and remove trees and woody plants growing in or upon all municipal streets, rights-of-ways, city parks, and other public property. This shall include the removal of trees that may threaten electrical, telephone, gas, or any municipal water or sewer line, or any tree that is affected by fungus, insect, or other pest disease.

(b) **Coordination among city departments.** All City departments will coordinate as necessary with the Director and will provide services as required to ensure compliance with this Ordinance as it relates to streets, alleys, rights-of-way, drainage, easements, and other public properties not under direct jurisdiction of the Director.

(c) **Interference.** No person shall hinder, prevent, delay, or interfere with the Director or his agents while engaged in carrying out the execution or enforcement of this Ordinance.

9.36.040. Tree and Landscape Advisory Board.

The City Council hereby creates a "Tree and Landscape Advisory Board," hereinafter referred to as the "Board."

(a) **Duties**. The Board shall act in an advisory capacity to the Director of Public Works and the Director of Planning and shall:

(1) Review, conduct public discussions, and make recommendations to City staff regarding disputes or other issues pertaining to the planting, care, and maintenance of trees and landscaping on public property;

(2) review, conduct hearings, and make decisions regarding disputes or other issues pertaining to the planting, care, and maintenance of trees and landscaping on private property subject to City regulation (native tree permits, approved landscape plans, etc.);

(3) Coordinate and promote Arbor Day activities;

(4) Review and update a five-year plan to plant and maintain trees on city property;

(5) Support public awareness and education programs relating to trees;

(6) Review city department concerns relating to tree care;

(7) Submit an annual report of its activities to the City Council;

(8) Assist with the annual application to renew the Tree City USA designation;

(9) Recommend a list of tree species for planting on City property, and a list of prohibited species; and

(10) Other duties that may be assigned by City Council.

(b) **Membership.** The Board shall consist of the members of the Planning Commission, as appointed by the City Council pursuant to Section 2.28.050 of this Code. Members of the Board will serve without compensation.

(c) **Officers.** The Board shall annually select one of the members to serve as chair and may appoint a second member to serve as vice-chair.

(d) **Meetings.** The Board shall meet on an Ad Hoc basis, immediately following Planning Commission meetings. All meetings shall be open to the public. The Board chair may schedule additional meetings as needed.

9.36.050. Tree planting and care standards.

(a) **Standards.** All planting and maintenance of public trees shall conform to the American National Standards Institute (ANSI) A-300 "Standards for Tree Care Operations" and shall follow all tree care Best Management Practices (BMPs) published by the International Society of Arboriculture.

(b) **Requirements of franchise utility companies.** The maintenance of public trees for utility clearance shall conform to all applicable utility industry standards.

(c) **Preferred species list.** The Director shall maintain an official list of desirable tree species for planting on public property. Trees from this approved list may be planted without special permission; other species may be planted with written approval from the Director.

(d) **Planting distances.** The Director shall develop and maintain an official set of spacing requirements for the planting of trees on public property. No tree may be planted within the visibility triangle of a street intersection or within 10 feet of a fire hydrant.

(e) **Planting trees under electric utility lines.** Only trees listed as Ornamental trees on the official city tree species list may be planted under or within 15 lateral feet of any overhead utility wire.

9.36.060. Prohibition against harming public trees.

(a) It shall be unlawful for any person, firm, or corporation to damage, remove, or cause the damage or removal of a tree on public property without written permission from the Director.

(b) It shall be unlawful for any person, firm, or corporation to attach any cable, wire, sign, or any other object to any street, park, or public tree.

(c) It shall be unlawful for any person, firm, or corporation to “top” any public tree. Trees severely damaged by storms or other causes, where best pruning practices are impractical may be exempted from this provision at the determination of the Director.

(d) Any person, firm, corporation, or city department performing construction near any public tree(s) shall consult with the Director and shall employ appropriate measures to protect the tree(s), according to procedures contained in the Best Management Practices (BMPs) for "Managing Trees During Construction" published by the International Society of Arboriculture.

(e) Each violation of this section as determined and notified by the Director shall constitute a separate violation, punishable by fines and penalties under Section 10, in addition to mitigation values placed on the tree(s) removed or damaged in violation of this section.

9.36.070. Adjacent owner responsibility.

(a) The owner of land adjacent to any city street or highway, with permission of the Director and when acting within the provisions of this Ordinance, may plant and maintain trees in the adjacent parkway area.

(b) No property owner shall allow a tree, or other plant growing on his or her property to obstruct or interfere with pedestrians or the view of drivers, thereby creating a hazard. If an obstruction persists, the Director shall notify the property owner to prune or remove the tree or plant. If the owner fails to comply with the notice, the City may undertake the necessary work and charge the cost to the property owner.

9.36.080. Certain trees declared a nuisance.

(a) Any tree, or limb thereof, on private property determined by the Director to have contracted a lethal, communicable disease or insect; to be dead or dying; to obstruct the view of traffic signs or the free passage of pedestrians or vehicles; or that threatens public health, safety, and welfare is declared a nuisance and the City may require its treatment or removal.

(b) Private property owners have the duty, at their own expense, to remove or treat nuisance trees on their property. The City may remove such trees at the owner's expense if the owner does not comply with treatment and/or removal as specified by the Director within the written notification period.

9.36.090. Violations and penalty. It is unlawful and a misdemeanor for any person to violate any provision of this chapter and shall subject the violator to punishment in accordance with Chapter 1.32 of the Buellton Municipal Code.

9.36.100. Appeals. Appeals to decisions by the Director or the Tree and Landscape Advisory Board, or to penalties imposed after violations of this ordinance, shall be heard by City Council.

SECTION 3. **CEQA**. The City Council finds that this Ordinance is not subject to environmental review under the California Environmental Quality Act ("CEQA").

SECTION 4. **Severability**. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council declares that it would have passed this ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 5. **Publication**. The City Clerk is directed to certify this ordinance and cause it to be published in the manner required by law.

PASSED, APPROVED, AND ADOPTED this 11th day of December 2025.

____
David Silva
Mayor

ATTEST:

____
Linda Reid
City Clerk

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 12

To:	The Honorable Mayor and City Council
From:	Scott Wolfe, City Manager
Meeting Date:	December 11, 2025
Subject:	Consideration of an Additional Pledge of Financial Support for the Santa Ynez Valley Aquatics Complex

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BACKGROUND

The Santa Ynez Valley Aquatics Foundation (SYVAF), a local non-profit organization, has been working jointly with the Santa Ynez Union High School District, the Santa Ynez Band of Chumash Indians, the City of Solvang, and the City of Buellton to provide a community aquatics facility within the Santa Ynez Valley. The primary location being pursued is the Santa Ynez Valley High School campus, which currently has a pool that is inadequate for competition use for various sports.

On October 23, 2025, the City Council considered a request from the SYVAF for a funding pledge of $450,000 in support of the construction of a new Aquatics facility at the high school campus. Following discussion on the matter, the Council voted to approve a $450,000 pledge with certain conditions but also issued a challenge to the City of Solvang, offering to increase the pledge by another $50,000 if Solvang did the same. The Solvang City Council accepted the challenge and pledged an additional $50,000 on November 11.

This item acknowledges the additional pledge of the City of Solvang and (if approved) authorizes a similar additional pledge by the City of Buellton.

FISCAL IMPACT

Should sufficient funds be raised to begin construction on the aquatics complex prior to June 30, 2028, this action would result in an additional General Plan expenditure of fifty thousand dollars, bringing the total City expenditure to five hundred dollars ($500,000).

RECOMMENDATION

Staff recommends that the City Council match the pledge of an additional $50,000.00 with the same conditions as were approved for the original pledge at the October 23 meeting.

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 13

To:	The Honorable Mayor and City Council
From:	Rose Hess, Public Works Director/City Engineer
Meeting Date:	December 11, 2025
Subject:	Discussion of Community Meeting Room Rental Application – 202 Dairyland

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BACKGROUND

With the completion of the new City facilities at 202 Dairyland, two meeting rooms were constructed with the anticipation of use for public and community meetings. In June 2025, Council discussed the potential for community meeting room rentals and types of use. In that discussion, Council determined that the meeting room use should start with just meeting uses and not for public parties and events.

Staff has prepared a revised draft rental application package for discussion. The rental application provides rules, regulations and requirements, along with requested information for the rental use details. The application package is based on the templates from CJPIA, the City's insurance and risk management agency, as well as applications from other similar publicly owned rental facilities in the area.

The areas available for potential rental are the two meeting rooms and the south lawn.

Staff would like input on:
*general application rules and regulations (the draft rules and regulations are consistent with our municipal code);
*hours of availability (the draft hours have taken into consideration the comments and concerns from the adjacent neighborhood);
*rental fees

FISCAL IMPACT

The discussion of the Community Room Rental Application has no fiscal impact in and of itself. However, future action will impact operational costs for the facility.

RECOMMENDATION

That the City Council review and discuss the draft community room rental application package and provide staff direction.

ATTACHMENTS

Attachment 1 – Draft Community Room Rental Application
Attachment 2 – City Council Meeting Minutes 06/26/2025

ATTACHMENT 1

Buellton Community Meeting Room

202 Dairyland Rd. ♦ Buellton, CA 93427

Reservation Application

P.O. Box 1819
107 W. Highway 246 ♦ Buellton, CA 93427

Ph: (805) 688-5177
Fax: (805) 686-0086

The Buellton Community Meeting Room is operated by the City of Buellton and is located at the Buellton Library, 202 Dairyland Rd. This facility is available for meetings held by community groups, organizations, or businesses.

To request the rental of the Buellton Community Meeting Room, please review this document in its entirety and complete the application. You may complete the application form and submit it through the City of Buellton's website or obtain a paper application at City Hall. Paper applications may be submitted in person at City Hall, 107 W. Highway 246, Buellton, or mailed to P.O. Box 1819, Buellton, CA 93427.

APPLICATION PROCESS

1) **Application Submission:** Complete the reservation application form and submit it through the City of Buellton's website or obtain a paper application at City Hall. Paper applications may be submitted in person at City Hall, 107 W. Highway 246, Buellton, or mailed to P.O. Box 1819, Buellton, CA 93427. Requests must be submitted more than 14 days in advance of the event date.
2) **Acknowledgement of Facility Rules and Regulations:** The facility rules will be reviewed by the applicant, prior to application approval by City staff. Electronic or paper regulations acknowledgment will be submitted with the application.
3) **Availability Determination:** City staff will assess the availability of the requested facility and rental date. (Facility is not available on Sundays and major holidays.) Applicants will be notified via email once availability is determined.
4) **Payment and Special Terms:** Any requirements, which may be based on estimated attendance or the nature of the event, will be outlined at this time. Documentation verifying proof of legal nonprofit status, and compliance with these terms and conditions must be submitted 30 days prior to the event.
5) **Reservation Confirmation for Meeting Date:** Until payment, certificate of insurance, and nonprofit status documentation (if applicable) are received by the City of Buellton and processed by staff, the reservation is not deemed confirmed until finalized. The event applicant will receive a confirmation email once the reservation is approved and processed.

FACILITY Rules and Regulations

Please sign and return this document after reading it.

1. The Buellton Community Meeting Room is operated by the City of Buellton and is located at the Buellton Library, 202 Dairyland Rd. This facility is available for meetings held by community groups, organizations, or businesses. The meeting room is available to reserve Monday through Saturday, from 8:00 AM - 8:00 PM. City Hall office hours are 8:00 AM - 5:00 PM, Monday through Friday. You may also download a Rental Application from the City website at www.cityofbuellton.com or call (805) 688-5177 for more information.
2. The completeness and validity of the rental application will be recognized once facility rules, City facility guidelines have been reviewed and signed, and all fees have been paid by the Responsible Party.
3. **Facility Clean-Up & Trash Disposal:**
    - Users are responsible for cleaning up all litter, decorations, and equipment from the meeting room.
4. **Furniture & Decorations:**
    - Use tables and chairs within the rented room.
    - Clean and return furniture to its storage closet after use.
    - Only blue painter's tape may be used for signs/displays; nails, screws, and staples are prohibited.
    - Remove all items at the end of the meeting.
5. **Audio/Video Equipment:**
    - Ensure that all equipment, including the TV and HDMI cables, are returned to their appropriate places and in good condition.
6. **Exits & Safety:**
    - Exits and exit signs must remain unobstructed at all times.
7. **Music:**
    - Music is not allowed.
8. **Smoking & Alcohol:**
    - Smoking and alcohol are prohibited at the facility.
9. **Food:**
    - Prepared food is permitted.
10. **Animals:**
    - Only Seeing Eye dogs are allowed inside. Pets are allowed outside on a 6-foot leash with cleanup required.

12. **Prohibited Items & Activities:**
    - No skateboards, scooters, rollerblades, or similar devices.
    - No music, including live music, bands, or DJs.
    - No firearms, fireworks, explosives, or glass containers.

13. **Facility Grounds:**
    - Do not disturb or damage plantings, structures, or water features.
    - Vehicles must stay off the grass and resin pavement.

15. **Rental Items & Inspections:**
    - The Responsible Party is responsible for all privately rented items (e.g., tables, chairs) and must ensure they are removed at the end of the event.
    - A post-event inspection will be conducted to confirm compliance and ensure the facility is returned in clean condition.

16. **Parking:**
    - All parking is to be off-site, utilizing the lower hill parking lot upon completion of the event. A draft parking plan will be provided to include in the application.
    - Parking may be acceptable on the south side of Meadow View Drive, subject to approval.

17. **Requests for Exceptions:**
    - Any request for exceptions to rules or charges for use of the facility must be presented in writing no later than thirty (30) days prior to the date of the function. Appeals must be addressed to the City Manager.

18. **Cancellations:**
    - The city reserves the right to cancel reservations under emergency circumstances.

19. **Responsible Party's Obligations:**
    - The Responsible Party shall be responsible for the general conduct of the attendees and the enforcement of rules governing the use of the facility.

20. **Law Enforcement Authority:**
    - The Buellton Sheriff's Department has the authority to disperse any group for lawful reasons.

21. **Capacity:**
    - The Buellton Community Meeting Room has a maximum capacity of 54 attendees and may not exceed that quantity.
22. **Insurance**:
    - All tenant users of the Buellton Community Meeting Room must provide the City of Buellton with proof of liability insurance, of at least $1,000,000 (one million dollars). The insurance must name the City of Buellton and their respective elected and appointed officials, officers, and agents as additional insured parties. This documentation must include, at a minimum, copies of the certificates of insurance.
    - Organizations requesting use of the facility on a recurring basis may choose to provide insurance on an annual basis or for each individual event. In the event that the insurance policy is modified or canceled, the City must be notified promptly, and a new certificate of insurance must be submitted.

The Responsible Party shall indemnify, defend, and hold harmless the City of Buellton, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liabilities for injuries to any person or persons or damage to property arising at any time during and/or in any way connected to the Responsible Party's use of the Buellton Library, unless solely caused by the gross or willful misconduct of the City or District, its officers, employees, or agents. The Responsible Party shall be responsible for reimbursing the City or District for any loss or damage to City or District-owned property related to the facility.

My signature certifies that all information on this application is true, including the purpose of renting the facility. I understand that any misstatements or omissions of material facts may result in forfeiture of any fees paid and/or grounds for denying future facility rentals. I understand the City may assign and bill for all administrative costs necessary to enforce these rules and regulations. I have read, understood, and agree to abide by the above rules and regulations.

Signature: ____ Date: ________________

BUELLTON LIBRARY MEETING ROOM FEE CHART

Community Meeting Room		RENTAL RATE STRUCTURE		
Facility Use		**Santa Barbara County Non-Profit / Government Entities**	**Other Organizations / Commercial Entities**	**Cleaning / Damage Deposit**
Up to 4 Hours		**No cost**	**$50**	**$100**
Full Day (12 Hrs. Maximum)		**No cost**	**$150**	**$100**

FEES

Rental fees are charged for the use of the facilities. All rental fees must be paid upon reservation. The rental fee is determined by:

a. How many hours will the meeting last.

b. Whether the meeting sponsor is a legal, local non-profit [501C(3)], proof is required to be provided to the City prior to the event reservation being confirmed.

Groups must provide proof of tax-exempt certification from the IRS and be a local non-profit whose revenue is distributed in the Santa Barbara County boundaries.

CANCELLATION POLICY

Cancellation Notice (by renter)	Amount of fee refunded
0 to 29 days	$ 0.00
30-60 days	Full refund

If the meeting room reservation is approved, the City staff will send further details, including payment submission guidelines to the contact email provided on the application.

If the reservation is denied, the City staff will notify via email as well.

FAQ's (FREQUENTLY ASKED QUESTIONS)

1. How can I apply to rent the facility?
You may fill out a Rental Application form at City Hall, or you can download the form from the City website at www.cityofbuellton.com. For more information, call (805) 688-5177.

2. How can I access the meeting room?
After approval of reservation, City Staff will provide the access information for the meeting room.

3. What is allowed for decorations?
Only blue painter's tape may be used for signs/displays. Nails, screws, and staples are prohibited. Please remove all items after the event.

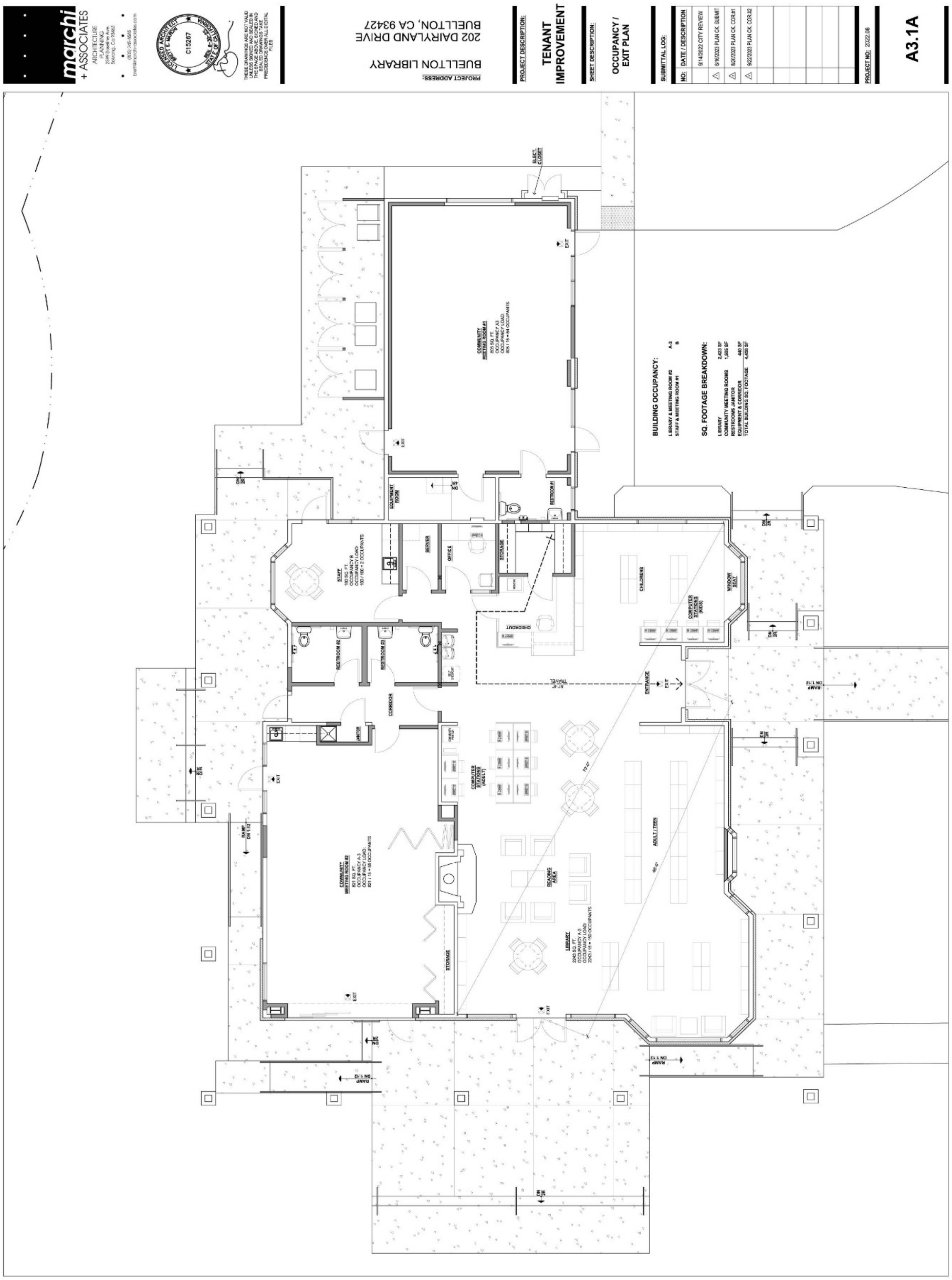
4. Is there audio/video equipment available for use?
Yes, audio/video equipment, including a TV and HDMI cables, are available. Please ensure that all equipment is returned to its appropriate places and in good condition after use.

5. Are there restrictions on music?
Music is not allowed.

7. Are animals allowed in the facility?
Only Seeing Eye dogs are allowed inside. Pets are permitted outside on a 6-foot leash with cleanup required.

8. Can I advertise or sell items on the facility grounds?
No, advertising, solicitations, or sales are not allowed without written approval from the City of Buellton.

9. Where can guests park during meetings?
All parking is off-site, using the lower hill parking lot. Parking may also be allowed on the south side of Meadow View Drive, subject to approval.


marchi + ASSOCIATES
ARCHITECTURE
PLANNING
C15267
PROJECT ADDRESS:
BUELLTON LIBRARY
202 DAIRYLAND DRIVE
BUELLTON, CA 93427
PROJECT DESCRIPTION:
TENANT IMPROVEMENT
SHEET DESCRIPTION:
OCCUPANCY / EXIT PLAN
SUBMITTAL LOG:
NO: DATE / DESCRIPTION
9/14/2022 CITY REVIEW
6/16/2023 PLAN CK. SUBMIT
8/20/2023 PLAN CK. COR.#1
9/22/2023 PLAN CK. COR.#2
PROJECT NO: 2022.08
A3.1A
BUILDING OCCUPANCY:
LIBRARY & MEETING ROOM #2 A-3
STAFF & MEETING ROOM #1 B
SQ. FOOTAGE BREAKDOWN:
LIBRARY 2,423 SF
COMMUNITY MEETING ROOMS 1,595 SF
RESTROOMS JANITOR
EQUIPMENT & CORRIDOR 440 SF
TOTAL BUILDING SQ. FOOTAGE 4,458 SF
ELECT. CLOSET
EXIT
RESTROOM #2
RESTROOM #3
CORRIDOR
JANITOR
STORAGE
COMPUTER STATIONS
READING AREA
ADULT / TEEN
CHILDREN
CHECKOUT
ENTRANCE
WINDOW SEAT
RAMP DN 1:12

CLEANING POLICY

Facility users are responsible for returning the Buellton Meeting Room to the condition in which it was rented. While users may hire a private cleaning service, the ultimate responsibility for the facility's cleanliness remains with the renter.

The City will conduct a post-event inspection to ensure compliance with the cleaning requirements. A deposit will be released only after the post-meeting inspection confirms that the facility has been properly cleaned.

The following list outlines the facility cleaning responsibilities:

- ❑ **Cleaning Supplies:**
  Users are responsible for providing their own cleaning supplies and materials.
- ❑ **Tables and Chairs:**
  All tables and chairs must be cleaned and returned to their proper locations. Moving tables and chairs between rooms is not permitted.
- ❑ **Equipment:**
  Ensure that all equipment, including the TV and HDMI cables, are returned to their appropriate place and in good condition.
- ❑ **Removal of Meeting Materials:**
  All items related to the meeting must be removed from the facility.
- ❑ **Facility Grounds Cleanliness:**
  Users must clean and dispose of all litter from the building's interior, exterior walkways, surrounding grounds, and parking areas.
- ❑ **Wall Maintenance:**
  Any marks, handprints, or stains on the walls must be cleaned.
- ❑ **Trash Disposal:**
  No city-provided dumpster is available. Users are responsible for the removal of all trash and clean-up materials.

Buellton Community Meeting Room

202 Dairyland Rd. ♦ Buellton, CA 93427

Reservation Application

P.O. Box 1819 Ph: (805) 688-5177
107 W. Highway 246 ♦ Buellton, CA 93427 Fax: (805) 686-0086

Date of Application: ______________________________

Name of Responsible Party:____

Address: ____

City: ____________________ State: _____ ZIP: _______

Phone: ____________________________Email: ____

Driver's License: __________________________ Date of Reservation: _____/______/______

Name of Organization: ____

Local Non-Profit, State I.D. #: _________________ Purpose of Rental: ____________________

Expected Attendance: ________________ Event Hours: From __________ to __________

Community Meeting Room		**RENTAL RATE STRUCTURE**		
Facility Use		**Santa Barbara County Non-Profit / Government Entities**	**Other Organizations / Commercial Entities**	**Cleaning / Damage Deposit**
Up to 4 Hours		**No cost**	**$50**	**$100**
Full Day (12 Hrs. Maximum)		**No cost**	**$150**	**$100**

- ❑ **Audio/Video (TV & HDMI available)**
- ❑ **Tables/ Chairs (Available upon request)**

Reservation Fee: ____________________ Security/Damage Deposit: _______________________

**Reservations are subject to approval. Reservation fees are subject to change. All fees/deposits must be paid at time of reservation. Potential reasons for forfeit of deposit include but are not limited to: property damage, excessive trash and exceeding capacity. Should damages exceed cost of deposit, applicant shall reimburse the City for full cost to repair damages.

Signature: ____ Date: ______________

ATTACHMENT 2

City Manager Review: SW
Council Agenda Item No.: 1

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of June 26, 2025
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Member Hudson Hornick, Council Member John Sanchez, Vice Mayor Elysia Lewis and Mayor David Silva

Staff: City Manager Scott Wolfe, City Attorney Greg Murphy (Via Zoom), Finance Director Shannel Zamora (Via Zoom), Planning Director Andrea Keefer (Via Zoom), Public Works Director Rose Hess, and Planning Technician Devon DeFazio

REORDERING OF AGENDA

None

PUBLIC COMMENTS

None

CONSENT CALENDAR

Council Member Hornick requested that Item 9 be pulled for discussion.

1. **Minutes of June 12, 2025, Regular City Council Meeting**

2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2024/2025**

3. **Monthly Treasurer's Report – May 31, 2025**

4. **Resolution No. 25-21 – "A Resolution of the City Council of the City of Buellton, California, Establishing an Appropriation Limit for Fiscal Year 2025-26"**

5. Resolution No. 25-22 – "A Resolution of the City Council of the City of Buellton, California, Acknowledging the Receipt of and Ordering the Filing of the Annual Statement of Investment Policy for Fiscal Year 2025-26 with the City Council"

6. Acceptance of City of Buellton Transportation Development Act (TDA) Fund Financial Statements for Years Ended June 30, 2024 and June 30, 2023 with Independent Auditor's Report

7. Ordinance No. 25-05 – "An Ordinance of the City Council of the City of Buellton, California, Adopting and Designating Fire Hazard Severity Zones in the City of Buellton" (Second Reading)

8. Acceptance of Bid and Award of Construction Contract for the Combined 2023/24 and 2024/25 Road Maintenance Project

10. Notice of Rate Adjustment for City Attorney Services

MOTION:
Motion by Vice Mayor Lewis, seconded by Council Member Sanchez, approving Consent Calendar Items 1 through 8 and 10.

VOTE:
Motion passed by a roll call vote of 4-0.
Council Member Hornick – Yes
Council Member Sanchez – Yes
Vice Mayor Lewis – Yes
Mayor Silva – Yes

9. Lease Agreement for the Provision of Library Management Services Between the City of Buellton and the City of Goleta at the Buellton Library

Council Member Hornick clarified that the Library Lease Agreement would not affect adding additional Library hours in the future.

MOTION
Motion by Council Member Hornick, seconded by Vice Mayor Lewis, approving Consent Calander Item 9.

VOTE
Motion passed by a roll call vote of 4-0.
Council Member Hornick -Yes
Council Member Sanchez -Yes
Vice Mayor Lewis -Yes
Mayor Silva -Yes

PRESENTATIONS

None

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS/ITEMS

Council Member Hornick requested, and the Council agreed by consensus for legal staff to prepare a memo concerning what regulations could be required by the City related to project developments.

Council Member Sanchez stated he attended the 2025 Old Santa Ynez Days Rodeo and that Buellton should consider hosting a similar event.

Mayor Silva thanked staff for hosting the two Town Hall meetings this week. Mayor Silva announced that he attended the open house for Martha's Animal Sanctuary and that they are looking to collaborate with the City regarding programs for veterans.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Council Member Sanchez announced that he attended the Central Coast Water Authority (CCWA) board meeting and provided an oral report for the record.

Council Member Sanchez announced that he attended the Sustainable Groundwater Management meeting and provided an oral report for the record.

Council Member Sanchez announced that he attended the Santa Ynez Valley Community Aquatics Foundation meeting and provided an oral report regarding the meeting.

Mayor Silva announced that he attended meetings for Central Coast Community Energy and the Economic Taskforce and provided oral reports regarding the meetings.

Council Member Hornick announced that he attended the 1,000 Trees Ad-Hoc committee meeting and provided an oral report regarding the meeting.

BUSINESS ITEMS

11. Discussion of Community Meeting Room Rental Application – 202 Dairyland

RECOMMENDATION:
That the City Council review and discuss the draft community room rental application package and provide direction to staff as to changes and/or additions to the application.

STAFF REPORT:
Public Works Director Hess presented the staff report.

SPEAKERS/DISCUSSION:
The City Council discussed the following issues:
- Noise limits and not interfering with Library operations
- Providing trash service to meeting room renters
- Not allowing events on the back lawn as they may interfere with Library operations and that such events could be held at River View Park
- Lowering proposed rates and deposits and limit proposed uses

DOCUMENTS:
Staff report with attachments as listed in the staff report.

DIRECTION:
The City Council agreed by consensus to continue this item and instructed staff to look into reducing the allowed uses, remove the lawn as a rentable space, and reduce fees and deposits.

12. Alternate Use of Library Building Meeting Room #1 by Friends of the Buellton Library

RECOMMENDATION:
That the City Council discuss the matter and provide direction to staff.

STAFF REPORT:
City Manager Wolfe presented the staff report.

SPEAKERS/DISCUSSION:
Judith Dale, representing Friends of the Library, spoke against the planned dividing wall for Meeting Room 1, as a wall would limit the room's use and that Friends of the Library are willing to share the room space.

Ashley Sloane, representing Friends of the Library, stated the current room setup best serves the community.

Holly Sierra, representing Friends of the Library via Zoom, stated their group could manage the room, while raising money for Friends of the Library and that a dividing wall in the room is not needed.

The City Council discussed the following issues:
- Sharing the room without a wall divider
- Removing the room from the rental agreement and allowing the Friends of the Library to manage the room
- Incorporating the toy-kitchen from the old Library into the room
- Drafting a memorandum of understanding (MOU) between the City and Friends of the Library for management use of the meeting room

CITY OF BUELLTON

City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 15

To:	The Honorable Mayor and City Council
From:	Linda Reid, City Clerk
Meeting Date:	December 11, 2025
Subject:	Appointments to Boards, Commissions, and Committees

BACKGROUND

Following the reorganization of the City Council, it is appropriate for the Council to consider appointments to various boards, commissions, and committees. To assist in the consideration and possible action as to the appointments, staff has listed below the respective agency or body, has provided brief comments as to the purpose of said agency or body, and has provided additional comments as to an appointment. Copies of agency by-laws, membership rosters, and other information pertaining to the respective agency, board, body, committee, commission, or organization are not included with this staff report but are available for review. Attachment 1 is a meeting schedule for the various boards, commissions, and committees on which Council Members may serve and lists the ***current representatives*** to each board, commission, and committee first and the alternate representative second.

A. Central Coast Water Authority (CCWA)

The Central Coast Water Authority was formed under the provisions of the State of California as a public entity to plan, develop, finance, design, construct, and manage certain extensions of the California Aqueduct of the State Water Project. The business of the Authority is conducted by a Board of Directors consisting of one Director appointed by each Member Agency. Each Director and an alternate Director shall be appointed or selected by the governing body of the respective Member Agency and may, but need not be, a member of the governing body of the Member Agency. The Board meets monthly on the fourth Thursday at 9:00 a.m. in Buellton. It would be appropriate for the Council to appoint two representatives for the upcoming year, with one appointee being an alternate representative.

B. County Library Advisory Committee

This Committee meets quarterly on the third Wednesday at 10:00 a.m. at a varied location to formulate and oversee policy regarding the operation of the Santa Barbara County Library system, which includes the Buellton Library. It would be appropriate for the Council to appoint a City representative and an alternate representative to the Library Advisory Committee.

C. Santa Barbara County Association of Governments (SBCAG)

The Council of Governments, which serves Santa Barbara County, is responsible for review of OMB Circular A-95 federal grant applications, transportation planning and programming, annual allocation of Transportation Development Act funds, coordination of regional planning activities, distribution of U.S. Census data, and other duties as per a Joint Powers Agreement. The Board meets on the third Thursday of each month in Santa Barbara or Santa Maria. Membership includes the five County Supervisors and one representative from each of the incorporated cities in the County. It would be appropriate for the Council to appoint a City representative and an alternate to the Board of Governments Board.

D. Air Pollution Control District (APCD)

Assembly Bill 75, known as the Hauser Bill, required the addition of elected Mayors and/or City Council Members to the Air Pollution Control District Board of Directors. Senate Bill 113 was recently adopted that allows for alternates to serve on the Board. The responsibilities of the Board include setting policy for local clean air programs through the adoption and implementation of clean air plans, adopting locally developed rules and regulations to improve air quality, lobbying for effective laws relating to air pollution control, seeking innovative measures to provide air quality benefits, and other related duties.

Usually the City representative to the Santa Barbara County Association of Governments Board also serves as the City representative on the APCD Board of Directors, but this is not a legal requirement. Because SBCAG and APCD meet on the same date and location, it would be appropriate for the Council to appoint the City's SBCAG Board member and alternate to serve on the APCD Board.

E. California Joint Powers Insurance Authority (CJPIA)

The California Joint Powers Insurance Authority is an agency created to provide programs to protect its members, their officers and employees, and property against unavoidable losses through purchase of insurance, self-insurance, and pooling of losses. The Authority is governed by a Board of Directors and an Executive Committee. The Board meets on an annual basis each July and also in special session on an as needed basis. Each member has a representative on the CJPIA Board of Directors. In the past, the City representative has been the Mayor or in his/her absence, the Vice Mayor. It would be appropriate for the Council to appoint a representative and an alternate to the CJPIA Board of Directors.

F. League of California Cities (LOCC) – Voting Delegate

Each year prior to the Annual Conference, the League formally requests the appointment of a City representative and an alternate to the League business meeting. It has been standard practice for the Mayor to be the City's representative, if attending the conference, and for the Vice Mayor to be the City's alternate representative. It is recommended that the Council continue to follow this standard procedure.

G. Buellton Chamber of Commerce City Liaison Member

Currently a member of the City Council serves as the City Liaison Member on the Buellton Chamber of Commerce Board of Directors, which meets monthly on the first Tuesday at 1:00 p.m. in Buellton. The Council representative does not have voting power. Having a member on the Board allows the City to provide input as to Chamber programs and activities and to receive input from the Chamber Board as to City projects and programs. It would be appropriate to appoint a Council Member to serve as the Council representative to the Chamber Board of Directors as the City Liaison Member.

H. Multi-Jurisdictional Solid Waste Task Group

The Multi-Jurisdictional Solid Waste Task Group is composed of elected officials representing the incorporated cities within the County, the County itself, and special districts. The purpose of the Task Group is to review recommendations from various sub-groups as to short and long-term disposal methods and alternatives, and to make decisions regarding the planning, implementation, and oversight of solid waste issues. The Task Group meets quarterly on the fourth Monday of the month at various locations in the County. The City has two seats on the Task Group. It would be appropriate for the Council to appoint two representatives to the Multi-Jurisdictional Solid Waste Task Group.

I. Economic Development Task Force

The Economic Development Task Force was formed in accordance with the Business Retention and Expansion Program of the Economic Development Element of the City's General Plan. The Task Force is comprised of six members, those being the City Manager, Finance Director, two appointed City Council Members, and two appointed members of the Buellton Business Association/Chamber of Commerce and Buellton Visitor's Bureau Board of Directors. The Task Force meets on an as needed basis. It would be appropriate for the Council to appoint two Council Members to the Economic Development Task Force.

J. City/School District Joint Use Committee

The City/School District Joint Use Committee was created in June of 2001 through a Joint Facility Use Agreement to provide for joint cooperation regarding the utilization, construction of improvements, and maintenance of certain school district property and certain City property. The Committee meets on an as needed basis. It would be appropriate for the Council to appoint a City elected representative to serve on the Committee. The Mayor may also attend these meetings.

K. Joint Cities-County Affordable Housing Task Group

This is a Policy Committee that meets as needed to discuss homelessness in Santa Barbara County. It includes elected representatives from the County Board of Supervisors and the County's eight cities. It would be appropriate for the City Council to appoint a representative to sit on this Committee.

L. Association of California Water Agencies/Joint Powers Insurance Authority

The City receives dental and vision benefits through the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) and all member agencies must appoint a representative to sit on their Board of Directors. It would be appropriate for the City Council to appoint a representative to sit on this Committee.

M. Santa Ynez River Valley Groundwater Basin Central Management Area Groundwater Sustainability Agency JPA (CMA GSA)

This Groundwater Sustainability Agency (GSA) is a Joint Powers of Authority (JPA) that meets as needed to manage the Central Management Area (CMA) of the Santa Ynez River Valley Groundwater Basin, per state requirements. The CMA GSA includes elected representatives from the City of Buellton, Santa Ynez River Water Conservation District, and the Santa Barbara County Water Agency. It would be appropriate for the City Council to appoint a director and an alternate to sit on this JPA Board.

N. Central Coast Community Energy (3CE)

This is the electrical energy service provider created as a Community Choice Energy aggregator. Its governing body consists of members representing various jurisdictions within the service area of 3CE. The City of Buellton shares a region with the Cities of Solvang and Guadalupe. The City's representative would serve on the 3CE Policy Board as a voting member in years when Buellton is the seated city, and on the Policy Board as a non-voting member in years when Solvang or Guadalupe are the seated city. The meetings are quarterly and held in various locations along the Central Coast. The Mayor is currently appointed to serve as the City's representative. It would be appropriate for the City Council to appoint a representative to sit on this Committee.

O. Arts & Culture Committee

This Committee meets as needed to determine community arts and culture projects to bring to the Council for approval. It would be appropriate for the City Council to appoint a representative to sit on this Committee.

P. Other Committees Per Council Direction

FISCAL IMPACT

Funds are included in the City's fiscal year budget for travel and meeting expenses for City representatives to boards, commissions, and committees.

RECOMMENDATION

That the City Council consider appointments to various boards, commissions, and committees for calendar year 2026.

ATTACHMENTS

Attachment 1 - Boards, Commissions, and Committees Meeting Schedule - 2026

ATTACHMENT 1

BOARDS, COMMISSIONS, AND COMMITTEES
MEETING SCHEDULE/REPRESENTATIVES

Board, Commission or Committee	Date	Location	2025 Representatives	2026 Representatives
A. Central Coast Water Authority	4th Thursday – Monthly	Buellton	Sanchez Silva	
B. County Library Advisory Committee	3rd Wednesday - Quarterly	Buellton	Lewis Sanchez	
C. Santa Barbara County Association of Governments	3rd Thursday - Monthly	Rotates between SM and SB	Silva Lewis	
D. Air Pollution Control District	3rd Thursday - Monthly	Rotates between SM and SB	Silva Lewis	
E. California Joint Powers Insurance Authority	Annual meeting in July	La Palma	Lewis Sanchez	
F. League of California Cities - Voting Delegate	LOCC Annual Conference	Anaheim (September 23-25)	Silva Lewis	
G. Buellton Chamber of Commerce City Liaison Member	As Scheduled	Buellton	Sanchez	
H. Multi-Jurisdictional Solid Waste Task Group	As Scheduled	TBD	Hornick Silva	
I. Economic Development Task Force	As Scheduled	Buellton	Silva Hornick	
J. City/School District Joint Use Committee	As Scheduled	Buellton	Lewis	
K. Joint Cities-County Affordable Housing Task Group	As Scheduled	TBD	Hornick	
L. Association of California Water Agencies/Joint Powers Insurance Authority	As Scheduled	TBD	Hornick	
M. Santa Ynez River Valley Groundwater Basin Central Management Area Groundwater Sustainability Agency JPA (CMA GSA)	As Scheduled	TBD	Sanchez Hornick	
N. Central Coast Community Energy (3CE)	As Scheduled	TBD	Silva	
O. Arts & Culture Committee	As Scheduled	TBD	Sanchez	
P. Other Ad Hoc Committees				
1000 Trees	As Scheduled		Hornick Silva	
Green Team	As Scheduled	TBD	Hornick	
Santa Ynez Valley Aquatics Complex Committee	As Scheduled	TBD	Silva Sanchez	
SYV Community Outreach	As Scheduled	TBD	Silva Sanchez	
Willemsen Front Yard Green Space	As Scheduled	TBD	Silva Hornick	

*Council Members are listed as Representative first and Alternate second.