



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of March 12, 2020 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

Copies of staff reports or other written documentation relating to each item of business referred to on this Agenda are on file in the office of the City Clerk and are available for public inspection

CALL TO ORDER

Mayor Holly Sierra

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Ed Andrisek, Dave King, John Sanchez, Vice Mayor Art Mercado, and Mayor Holly Sierra

REORDERING OF AGENDA

PUBLIC COMMENTS

Speaker Slip to be completed and turned in to 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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 February 27, 2020 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2019/20**

PRESENTATIONS

PUBLIC HEARINGS**COUNCIL MEMBER COMMENTS/ITEMS****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)**

3. **Resolution No. 20-04 – “A Resolution of the City Council of the City of Buellton, California, Adopting the Fiscal Year 2020/21 List of Projects Funded by SB1: The Road Repair and Accountability Act”**
❖ *(Staff Contact: Public Works Director Rose Hess)*
4. **Resolution No. 20-05 – “A Resolution of the City Council of the City of Buellton, California, Adopting a Policy on Discontinuation of Water Service for Nonpayment Pursuant to the Water Shutoff Protection Act (SB 998)”**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
5. **Authorization to Lease and Purchase Additional Safety and Security Equipment for City Facilities**
❖ *(Staff Contact: City Manager Scott Wolfe)*
6. **Consideration of Request to Remove Bonding Requirement from Village Specific Plan Senior Affordable Housing Project - Case #14-FDP-02**
❖ *(Staff Contact: City Manager Scott Wolfe)*

CITY MANAGER’S REPORT**CLOSED SESSION ITEMS****(POSSIBLE ACTION)**

7. **Closed Session Pursuant to Government Code Section 54956.8 Conference with Real Property Negotiator**
Property: 264 La Lata Drive, Buellton, CA (APN: 099-450-012)
Agency Negotiator: Scott Wolfe, City Manager
Negotiating Party: ECCUMENICAL III, LLC, Property Owner
Under Negotiation: Price and Terms of Payment

- 8. Closed Session Pursuant to Government Code Section 54956.8
Conference with Real Property Negotiator
Property: 202 Dairyland Road, Buellton, CA (APN: 099-66-032, -033, -034, -035;
and 099-67-005)
Agency Negotiator: Scott Wolfe, City Manager
Negotiating Party: Greg Willemssen, Successor Trustee for Willemssen Living Trust,
Property Owner
Under Negotiation: Price and Terms of Payment**
- 9. Closed Session Pursuant to Government Code Section 54956.9(d)(4)
Potential Initiation of Litigation**

ADJOURNMENT

The next regular meeting of the City Council will be held on Thursday, March 26, 2020 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of February 27, 2020
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Ed Andrisek, Dave King, and John Sanchez, Vice Mayor Art Mercado and Mayor Holly Sierra

Staff: City Manager Scott Wolfe, City Attorney Greg Murphy, Public Works Director Rose Hess, Finance Director Shannel Zamora, and City Clerk Linda Reid

PUBLIC COMMENTS

None

CONSENT CALENDAR

- 1. Minutes of February 13, 2020 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2019/20**
- 3. Monthly Treasurer's Report - January 31, 2020**
- 4. Six-Month Report for Fiscal Year 2019-20 from the Buellton Visitors Bureau**
- 5. Acceptance of Public Trail Easement (Flying Flags)**
- 6. Quarterly Report for July 1, 2019 through September 30, 2019 from Visit Santa Ynez Valley (VisitSYV)**

MOTION:

Motion by Council Member King, seconded by Vice Mayor Mercado, approving Consent Calendar Items 1, 2, 3, 4, 5, and 6 as listed.

VOTE:

Motion passed by a roll call vote of 5-0.

Council Member Andrisek – Yes

Council Member King - Yes

Council Member Sanchez - Yes

Vice Mayor Mercado – Yes

Mayor Sierra – Yes

PRESENTATIONS

None

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS/ITEMS

The City Council thanked the Buellton Chamber of Commerce and City Manager Wolfe for hosting the annual State of the City presentation and stated it was outstanding.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Council Member Andrisek announced that he attended the Central Coast Water Authority (CCWA) Board Meeting and provided an oral report regarding the meeting.

Vice Mayor Mercado announced that he attended the Joint-Use Committee meeting and provided an oral report regarding the meeting.

Vice Mayor Mercado announced that he attended the Buellton Chamber of Commerce Board meeting and provided an oral report regarding the meeting.

Mayor Sierra announced that she attended a board meeting for Santa Barbara County Association of Governments (SBCAG) and provided an oral report regarding the meeting. Mayor Sierra stated she attended the Local Agency Formation Commission (LAFCO) Board meeting and provided an oral report for the record.

BUSINESS ITEMS

- 7. Ordinance No. 20-02 – “An Ordinance of the City Council of the City of Buellton, California, Prohibiting the Offer or Operation of Shared-Use Electric Scooters within the City Limits” (Second Reading)**

RECOMMENDATION:

That the City Council consider adoption of Ordinance No. 20-02.

STAFF REPORT:

City Manager Wolfe provided the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

Council Member Sanchez questioned whether the proposed ordinance prohibits the rental of scooters. City Attorney Murphy stated that the ordinance does not pertain to rented scooters, just shared-use electric scooters.

MOTION:

Motion by Council Member Andrisek, seconded by Council Member King approving Ordinance No. 20-02 – “An Ordinance of the City Council of the City of Buellton, California, Prohibiting the Offer or Operation of Shared-Use Electric Scooters within the City Limits” by title only and waive further reading.

VOTE:

Motion passed by a roll call vote of 5-0.

Council Member Andrisek – Yes

Council Member King - Yes

Council Member Sanchez - Yes

Vice Mayor Mercado – Yes

Mayor Sierra – Yes

- 8. Discussion and Direction Regarding Industrial Way Lighting Solar Options**

RECOMMENDATION:

That the City Council provide direction to staff regarding how to proceed with solar lighting on Industrial Way.

STAFF REPORT:

Public Works Director Hess presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

RaeLynn Zenzius, representing Alma Rosa Winery announced her support for street lights on Industrial Way.

The City Council discussed the following issues:

- Whether the lights can be placed on motion sensors
- That 34 lights will be installed on Industrial Way

DIRECTION:

The City Council agreed by consensus to direct staff to obtain bids for solar lighting on Industrial Way, with a mixture of pedestrian and street lighting, while optimizing the light wattage, and including motion sensors.

9. Consideration of Draft Request for Proposals for Engineering Services

RECOMMENDATION:

That the City Council provide direction to staff regarding the draft request for proposals for engineering services.

STAFF REPORT:

Public Works Director Hess presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council questioned whether language would be added to the contract to terminate engineering services for non-performance. City Attorney Murphy said there would be termination language in the engineering contract.

MOTION:

Motion by Vice Mayor Mercado, seconded by Council Member King directing staff to move forward with the request for proposals for engineering services and bring the item back for Council discussion after the proposals are received.

VOTE:

Motion passed by a roll call vote of 5-0.

Council Member Andrisek – Yes

Council Member King - Yes

Council Member Sanchez - Yes

Vice Mayor Mercado – Yes

Mayor Sierra – Yes

10. Authorization of Funds Expenditure for Critical Upgrades to City Hall Computer Network

RECOMMENDATION:

That the City Council consider authorizing the expenditure of funds in the amount of \$21,433.63 for upgrading computer equipment for City staff.

STAFF REPORT:

City Manager Wolfe presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

RaeLynn Zenzius, representing Alma Rosa Winery, stated her experience with upgrading a server to Windows 10 was more expensive than expected.

The City Council questioned whether server access would be affected by the Windows 10 upgrade.

MOTION:

Motion by Council Member Sanchez, seconded by Council Member King authorizing the expenditure of funds in the amount of \$21,433.63 for upgrading computer equipment for City staff.

VOTE:

Motion passed by a roll call vote of 5-0.

Council Member Andrisek – Yes

Council Member King - Yes

Council Member Sanchez - Yes

Vice Mayor Mercado – Yes

Mayor Sierra – Yes

CITY MANAGER'S REPORT

City Manager Wolfe provided an informational report to the City Council.

CLOSED SESSION ITEMS

- 11. Closed Session Pursuant to Government Code Section 54956.8 Conference with Real Property Negotiator**
Property: 264 La Lata Drive, Buellton, CA (APN: 099-450-012)
Agency Negotiator: Scott Wolfe, City Manager
Negotiating Party: ECCUMENICAL III, LLC, Property Owner
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- 12. **Closed Session Pursuant to Government Code Section 54956.8
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Property: 202 Dairyland Road, Buellton, CA (APN: 099-66-032, -033, -034, -035;
and 099-67-005)
Agency Negotiator: Scott Wolfe, City Manager
Negotiating Party: Greg Willemsen, Successor Trustee for Willemsen Living Trust,
Property Owner
Under Negotiation: Price and Terms of Payment**
- 13. **Closed Session Pursuant to Government Code Section 54956.9(d)(4)
Potential Initiation of Litigation**
- 14. **Closed Session Pursuant to Government Code Section 54956.9(d)(2)
Facts and circumstances that might result in litigation against the Agency but which
the Agency believes are not yet known to a potential plaintiff or plaintiffs**

The City Council met in closed session to discuss Items 11, 12, 13, and 14. No reportable action was taken.

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 8:06 p.m. The next regular meeting of the City Council will be held on Thursday, March 12, 2020 at 6:00 p.m.

Holly Sierra
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: March 12, 2020

Subject: List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2019/20

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 02/19/2020 through 03/03/2020 has been prepared in accordance to 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, 02/19/2020 through 03/03/2020, and electronic fund transfers issued for the period of 02/19/2020 through 03/03/2020 was \$646,365.78.

FISCAL IMPACT

Payments made to the various vendors were consistent with the approved City's Budget for FY 2019/20. 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 02/19/2020 through 03/03/2020.

ATTACHMENTS

Attachment 1 – Claims

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 **February 19, 2020 through March 03, 2020** for ratification by the City at the **March 12, 2020** City Council Meeting.

EXHIBIT A - A/P Packets processed

A/P Packet #APPKT01213	5,809.53
A/P Packet #APPKT01212	423,483.21
A/P Packet #APPKT01210	21,433.63
A/P Packet #APPKT01207	92,876.74
Total A/P Packets:	<u><u>\$543,603.11</u></u> (9 pages)

Utility Packet #UBPKT01875	77.86 (1 page)
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Total of checks issued:	<u><u>\$543,680.97</u></u>
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EXHIBIT B - Payments via Electronic Fund Transfer (EFT)

EFT Total:	<u><u>\$48,571.37</u></u>
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Payroll processed

CC Payroll	2/27/2020	2,329.83
Staff Payroll	2/28/2020	51,783.61

Total Payroll:	<u><u>\$54,113.44</u></u>
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TOTAL AMOUNT OF CLAIMS:	<u><u>\$646,365.78</u></u>
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Payments via Electronic Fund Transfer (EFT):
From 02/19/2020 through 03/03/2020

Hasler - Postage	2/24/2020	300.00
Bank Fee	2/28/2020	32.40
CalPERS - Classic	2/28/2020	157.24
Payroll Tax - IRS	2/28/2020	70.48
CalPERS - PEPR	2/28/2020	63.02
CalPERS - Classic	3/2/2020	5,896.66
CalPERS - PEPR	3/2/2020	4,230.13
Payroll Tax - EDD	3/2/2020	3,103.22
Payroll Tax - IRS	3/2/2020	9,098.73
Bank Fee	3/3/2020	142.75
CalPERS - Medical	3/3/2020	25,476.74

Total

48,571.37



Check Disbursements - City Council - March 12, 2020

City of Buellton, CA

By Payment Number

Payment Dates 02/19/2020 - 03/03/2020

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
39213	2/25/2020 INV0011691 INV0011691	000028 JAN 2020 - MATS/TOWELS SERVICE JAN 2020 - MATS/TOWELS SERVICE	ARAMARK UNIFORM SERVICES INC	001-558-60800 005-701-60800		480.96 384.77 96.19
39214	2/25/2020 2624 2628	000718 2/3/2020 - WTP - IN FIELD TECH SERVICE 2/12/2020 - WWTP - SCADA - IT/PROGRAMMING WORK	AUTOSYS, INC.	020-601-60800 005-701-60800		705.00 270.00 435.00
39215	2/25/2020 34981167	001214 MARCH 2020 - CH - PHONE SYSTEM LEASE	AVAYA Financial Services	001-410-60310		384.38 384.38
39216	2/25/2020 INV0011704	001099 10/21/2020 - REIMBURSEMENT - CACEO ANNUAL SEMINAR	Ben Hernandez	001-565-60710		400.00 400.00
39217	2/25/2020 2163	000753 1/30-2/12/2020 - PW - FIRE HYDRANT REPAIR	BEN T. JOHNSON, dba	020-601-60250		5,860.00 5,860.00
39218	2/25/2020 BPI24461 BPI24462	001372 2/13/2020 - WTP - CHEMICALS 2/13/2020 - WTP - CHEMICALS	BRENNTAG PACIFIC, INC.	020-601-61111 020-601-61111		1,301.77 491.34 810.43
39219	2/25/2020 INV0011687	000121 FEB 2020 - VB - TOT PER CONTRACT	BUELLTON VISITORS BUREAU	001-410-67790		37,500.00 37,500.00
39220	2/25/2020 2002-568835	000076 2/14/2020 - MISC MAINT/REPAIR ITEMS	CAL-COAST IRRIGATION, INC.	020-601-60270		29.99 29.99
39221	2/25/2020 INV0011703	001409 1/16/2020 - PLNG - 2020 CENSUS COMMITTEE MEETING	CARA MECHE	001-565-60710		52.45 52.45
39222	2/25/2020 2526	000107 MARCH 2020 - MONTHLY TRANSIT SERVICES	CITY OF LOMPOC	027-559-67445		1,666.66 1,666.66
39223	2/25/2020 25432257 25432301	000112 2/17/2020 - CH - PEST CONTROL 2/14/2020 - PD/LIB - PEST CONTROL	CLARK PEST CONTROL	001-558-60800 001-558-60800		282.00 123.00 159.00
39224	2/25/2020 896843	000118 1/18-2/17/2020 - AR/FD/CH - COPIER OVERAGES	COASTAL COPY, INC.	001-410-61130		369.69 369.69
39225	2/25/2020 INV0011702	000122 2/18-3/17/2020 - CC Chambers - Internet Service	COMCAST CABLE	001-410-61292		157.29 157.29
39226	2/25/2020 W19041	000649 1/7/2020 - WWTP - LS PUMP 1 DIAGNOSIS	FLUID RESOURCE MANAGEMENT, INC.	005-701-60250		1,537.50 1,537.50
39227	2/25/2020 135724	000543 2/4/2020 - WTP - CHEMICALS	HD SUPPLY FACILITIES MAINTENANCE, LTD.	020-601-61111		170.85 170.85
39228	2/25/2020 1912-1-002 1912-3-002	001469 1/1-31/2020 - PROF SERVICES 1/1-31/2020 - PROF SERVICES	KOSMONT REALTY	001-565-60800 001-565-60800		7,768.80 2,293.20 5,475.60
39229	2/25/2020 153299-1	000280 1/8/2020 - Notice of Unclaimed Funds	LEE CENTRAL COAST NEWSPAPERS	001-410-60900		79.05 79.05
39230	2/25/2020 154180	000280 1/23/2020 - PLNG - LGL ANNOUNCEMENT - RES#20-01	LEE CENTRAL COAST NEWSPAPERS	001-565-60520		177.15 177.15

Check Disbursements - City Council - March 12, 2020

Payment Dates: 02/19/2020 - 03/03/2020

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
39231	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			489.50
	INV0011688	1/21/2020 - REC - #15062-1 - AFTER-SCHOOL ENRCHMNT		001-511-60510		23.00
	INV0011688	12/31/2019 - REC - # 153392-1 - NEW YEAR/NEW YOU		001-511-60510		46.00
	INV0011688	2/2/2020 - REC - #154063-1 - DIGITAL CONNECT_JANUA		001-511-60510		89.00
	INV0011688	1/20/2020 - REC - #154064-1 - JANUARY_ONLINE AD		001-511-60510		297.00
	INV0011688	1/30/2020 - REC - #154481 - AFTER-SCHOOL ENRCHMNT		001-511-60510		11.50
	INV0011688	1/14/2020 - REC - # 153944-1 - NEW YEAR/NEW YOU		001-511-60510		23.00
39232	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			79.86
	155336	2/20/2020 - Notice of Introduction - Ord# 20-02		001-403-60520		79.86
39233	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			223.98
	153722	1/30/2020 - NtcPblcHrng - Ord# 20-01		001-403-60520		223.98
39234	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			247.65
	154781	2020-02-06 - PW - SEALED BID INVITATION		092-314-74100	09231474100	247.65
39235	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			120.75
	154081	1/30/2020 - NtcPblcHrng - ResNo 20-01		001-403-60520		120.75
39236	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			232.14
	154780	2/6/2020 - PW - SEALED BID INVITATION		092-314-74100	09231474100	232.14
39237	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			275.39
	155234	2/20/2020 - FIN - PblcNtc - Financial Statement		001-410-60900		275.39
39238	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			103.83
	155330	2/20/2020 - Notice of Adoption - Ord# 20-01		001-403-60520		103.83
39239	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			110.11
	154037	1/30/2020 - NtcPblcHrng - Ord# 20-02		001-403-60520		110.11
39240	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			115.11
	153719	1/9/2020 - NtcPblcHrng - Ord# 20-02		001-403-60520		115.11
39241	2/25/2020	000280	LEE CENTRAL COAST NEWSPAPERS			99.45
	153300-1	1/9/2020 - FIN - Notice Unclaimed Funds		001-410-60900		99.45
39242	2/25/2020	000801	O'REILLY AUTOMOTIVE STORES, INC.			217.05
	4372-117605	2/6/2020 - WWTP - MAINT/REPAIR ITEMS		005-701-60250		23.14
	4372-117605	2/6/2020 - WWTP - MISC MATLS/SUPPLIES		005-701-61127		134.67
	4372-118441	2/11/2020 - WWTP - MISC MATLS/SUPPLIES		005-701-61127		59.24
39243	2/25/2020	000352	P G & E			96.32
	INV0011690	12/12/19-1/10/2020 - ELECTRICAL SERVICE		001-550-61241		53.99
	INV0011690	1/11-2/11/2020 - ELECTRICAL SERVICE		001-550-61241		42.33
39244	2/25/2020	000745	PEDRO DE LA CRUZ dba			84.00
	INV0011689	2/18/2020 - REIMBURSEMENT - REC - RANCHO BOWL		001-511-67140	53010-040	84.00
39245	2/25/2020	001336	RANCH HANDS CONSTRUCTION, LLC			591.26
	5352	2/17/2020 - PW - PAINT LIGHT POSTS - PARK&RIDE		001-558-60250		591.26
39246	2/25/2020	000848	RAVATT, ALBRECHT & ASSOC, INC.			1,465.00
	0120-783	ProfSrvcs->1/31/2020 - Comm Design Gdlines 2019		001-565-60800		1,465.00
39247	2/25/2020	000429	SAFETY-KLEEN CORP.			178.12
	81832828-19065234	2/6/2020 - WWTP - Chemicals		005-701-61111		178.12
39248	2/25/2020	000438	SANTA YNEZ VALLEY HARDWARE			310.83
	INV0011705	JAN 2020 - PW - MISC MAINT/REPAIR ITEMS		001-558-60250		278.53
	INV0011705	JAN 2020 - CHEMICALS		005-701-61111		32.30
39249	2/25/2020	000894	Santa Ynez Valley Hotel Assn., Inc. dba			27,293.00
	CM0000166	JAN 2020 - VISITSYV - TBID ADMIN FEES		001-44250		(557.00)

Check Disbursements - City Council - March 12, 2020

Payment Dates: 02/19/2020 - 03/03/2020

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	INV0011686	JAN 2020 - VISITSYV - TBID FEES		001-22160		27,850.00
39250	2/25/2020	000978	Staples Credit Plan			451.60
	INV0011701	1/16-2/14/2020 - MISC OFFICE SUPPLIES		001-410-61130		140.82
	INV0011701	1/16-2/14/2020 - MISC OFFICE SUPPLIES		001-420-61130		156.20
	INV0011701	1/16-2/14/2020 - MISC OFFICE SUPPLIES		001-511-61130		64.89
	INV0011701	1/16-2/14/2020 - MISC OFFICE SUPPLIES		001-565-61130		80.53
	INV0011701	1/16-2/14/2020 - MISC OFFICE SUPPLIES		020-601-61130		9.16
39251	2/25/2020	000556	VERIZON WIRELESS			679.44
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		001-410-60014		0.96
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		001-410-67705		67.54
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		001-511-61290		25.58
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		001-558-61127		38.75
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		001-558-67705		141.40
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		005-701-61127		77.50
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		005-701-67705		139.20
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		020-601-61127		38.75
	9847910810	2/9-3/8/2020 - WIRELESS PHONE SERVICE		020-601-67705		149.76
39252	2/25/2020	001207	WAGeworks INC.			148.00
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		001-401-50400		14.69
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		001-402-50400		10.85
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		001-403-50400		10.85
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		001-420-50400		22.02
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		001-511-50400		20.65
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		001-558-50400		17.35
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		001-565-50400		15.05
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		005-701-50400		18.27
	INV1937214	JAN 2020 - FSA/AFLAC ADMIN FEES		020-601-50400		18.27
39253	2/25/2020	001063	Wells Fargo Vendor Fin Serv			340.81
	5009202815	2/24-3/23/2020 - CH - COPIER LEASE		001-410-60310		340.81
39256	2/28/2020	000655	COAST NETWORKX, INC.			21,433.63
	21597	2/28/2020 - Windows 10 System Upgrades		001-403-72300		1,168.01
	21597	2/28/2020 - Windows 10 System Upgrades		001-410-72300		3,371.07
	21597	2/28/2020 - Windows 10 System Upgrades		001-420-72300		4,672.04
	21597	2/28/2020 - Windows 10 System Upgrades		001-558-72300		1,241.28
	21597	2/28/2020 - Windows 10 System Upgrades		005-701-72300		7,042.22
	21597	2/28/2020 - Windows 10 System Upgrades		020-601-72300		3,939.01
39257	3/3/2020	000509	ALAN NEEDHAM dba			9,360.00
	27626	2/3/2020 - TREE TRIMMING & CLEAN-UP		020-601-60250		9,360.00
39258	3/3/2020	000753	BEN T. JOHNSON, dba			29,240.00
	2153	2/10/2020 - GENERATOR FOUNDATIONS		092-608-74100	09260874100	29,240.00
39259	3/3/2020	000065	BURKE, WILLIAMS & SORENSEN, LLP			16,868.30
	250999	JAN 2020 - RETAINER - LEGAL SERVICES		001-404-60840		10,250.00
	251001	JAN 2020 - LEGAL SERVICES		001-404-60840		6,618.30
39260	3/3/2020	001471	CAPITAL PACIFIC DEVELOPMENT GROUP			108,134.54
	CM0000167	3/3/2020 - VLG PRK - CREDIT AGAINST PARK PAYOUT		001-12000	90017-070	(37,331.73)
	CM0000168	3/3/2020 - VLG PARK - CREDIT - TOWARDS PARK PAYOUT		001-22416	90017-070	(5,533.73)
	PARK-REIMBURSEME	2020-02-13 - REIMBURSEMENT - DEVELOPERS - VLG PARK		092-211-74100	09221174100	151,000.00
39261	3/3/2020	001092	CENTRAL COAST DRUG TESTING			35.00
	20-03-03	2020-03-03 - DRUG SCREEN		001-403-67370		35.00
39262	3/3/2020	000105	CITY OF BUELLTON			629.09
	INV0011727	1/25-2/25/2020 - IRRIGATION WATER - 595 2ND/OAKVLY		001-552-61211		629.09

Check Disbursements - City Council - March 12, 2020

Payment Dates: 02/19/2020 - 03/03/2020

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
39263	3/3/2020 MSP-4003285	000655 MAR 2020 - MNTHLY SRVCS - GUARDIAN MSP AGRMNT	COAST NETWORK, INC.	001-410-60210		795.00 795.00
39264	3/3/2020 896635	000118 1/16-3/15/2020 - HR - BASE CHR/VERAGE CHARG	COASTAL COPY, INC.	001-410-61130		50.09 50.09
39265	3/3/2020 INV0011729	000122 2/25-3/24/2020 - REC - TELEPHONE/INTERNET SERVICES	COMCAST CABLE	001-511-61290		176.72 176.72
39266	3/3/2020 INV0011736	000140 2/6/2020 - PLANNING COMMISSION MEETING	DAN HEEDY	001-565-50010		50.00 50.00
39267	3/3/2020 43132	000187 2/24/2020 - WTP - MISC MAINT/REPAIR ITEMS	FARM SUPPLY COMPANY	020-601-60250		10.76 10.76
39268	3/3/2020 INV0011732 INV0011732 INV0011732 INV0011732	001040 2/19-3/18/2020 - TELEPHONE SERVICES 2/19-3/18/2020 - TELEPHONE SERVICES 2/19-3/18/2020 - TELEPHONE SERVICES 2/19-3/18/2020 - TELEPHONE SERVICES	FRONTIER COMMUNICATIONS	001-410-67705 001-565-67705 005-701-67705 020-601-67705		1,970.73 364.81 441.02 617.68 547.22
39269	3/3/2020 0033125-IN 0033125-IN	001107 SALES TAX-2020Q1-CNTRCT-SRVCS SALES TAX - 2019Q3 AUDIT-SRVCS	HdL Coren & Cone	001-420-60800 001-420-60800		1,969.25 1,084.65 884.60
39270	3/3/2020 INV0011738 INV0011738 INV0011738 INV0011738 INV0011738	000813 FEB 2020 - MAINT/REPAIR ITEMS FEB 2020 - MAINT/REPAIR ITEMS FEB 2020 - MAINT/REPAIR ITEMS FEB 2020 - MAINT/REPAIR ITEMS FEB 2020 - MAINT/REPAIR ITEMS	HOME DEPOT CREDIT SERVICES	001-552-61125 001-558-60250 005-701-61127 020-601-60250 020-601-61127		1,050.83 366.57 72.24 45.74 520.55 45.73
39271	3/3/2020 3620300172	000229 2/14/2020 - MISC MAINT/REPAIR ITEMS	HOPKINS TECHNICAL PRODUCTS, INC	020-601-60250		218.38 218.38
39272	3/3/2020 SI-1809	001084 FEB 2020 - REC - EQPMNT - PREVENTATIVE MAINT	James Porter Tilley, Jr. dba	001-511-60250		225.00 225.00
39273	3/3/2020 1433	000395 FEB 2020 - RVP/OVP - MNTHLY JANITORIAL SERVICE	JOSE RAFAEL RUIZ dba	001-552-60800		1,650.00 1,650.00
39274	3/3/2020 3243	001173 2/24/2020 - WWTP - EQUIP REPAIR	JV Outdoor Power Equipment	005-701-60250		239.88 239.88
39275	3/3/2020 1702	000286 2020 - LOCC/CHNL-CNTYS DIV -ANNUAL MEMBERSHIP DUES	LEAGUE OF CALIFORNIA CITIES	001-410-60650		200.00 200.00
39276	3/3/2020 155194	000280 3/20/2020 - PW - NOTICE INVITING SEALED BIDS	LEE CENTRAL COAST NEWSPAPERS	092-318-70005	09231870005	227.91 227.91
39277	3/3/2020 INV0011737	001225 2/6/2020 - PLANNING COMMISSION MEETING	MARCILO SARQUILLA	001-565-50010		50.00 50.00
39278	3/3/2020 2020-0302-buel 2020-0302-buel	000835 FEB 2020 - PLNG - PROF SRVCS/CITY PLANNER FEB 2020 - PLNG - PROF SRVCS/CITY PLANNER	METRO VENTURES LTD	001-22416 001-565-60800	90057-070	7,938.00 202.50 7,735.50
39279	3/3/2020 4155	000353 FEB 2020 - COB - MONTHLY WEBISTE MAINTENANCE	MICHAEL J. BOGGESS dba	001-410-61292		100.00 100.00
39280	3/3/2020 134931	000350 1/7/2020 - CODE ENFRMNT - TOWING & STORAGE	OLIVERA'S REPAIR, INC	001-565-60800		3,045.00 3,045.00
39281	3/3/2020 4372-120489	000801 2/21/2020 - WTP - MISC MAINT/REPAIR ITEMS	O'REILLY AUTOMOTIVE STORES, INC.	020-601-60270		10.76 10.76

Check Disbursements - City Council - March 12, 2020

Payment Dates: 02/19/2020 - 03/03/2020

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
39282	3/3/2020 INV0011733	000352 2/12-2/20/2020 - VLG PARK - ELEC SRVC	P G & E	001-550-61241		11.77 11.77
39283	3/3/2020 INV0011735	001187 2/6/2020 - PLANNING COMMISSION MEETING	PATTY J HAMMEL	001-565-50010		50.00 50.00
39284	3/3/2020 INV0011728 INV0011728	000379 MARCH 2020 - UB - POSTAGE MARCH 2020 - UB - POSTAGE	POSTMASTER	005-701-61131 020-601-61131		520.00 260.00 260.00
39285	3/3/2020 95025190	000380 1/20-2/20/2020 - WWTP - CHEMICALS	PRAXAIR DISTRIBUTION, INC.	005-701-61111		52.68 52.68
39286	3/3/2020 INV0011734	001327 2/6/2020 - PLANNING COMMISSION MEETING	ROBERT PAUL BLOKDYK	001-565-50010		50.00 50.00
39287	3/3/2020 114247	001002 2/20/2020 - WTP - MISC SUPPLIES	ROBERTSON SUPPLY	020-601-67600		226.28 226.28
39288	3/3/2020 20-5134	000840 2/7/2020 - WTP - MISC MAINT/REPAIR ITEMS	SAF-T-FLO WATER SERVICES, INC.	020-601-60250		333.94 333.94
39289	3/3/2020 A103200042	000706 SRVCS->2/29/2020 - IRIDIUM SIM CARD/GSA PLAN	SATCOM GLOBAL, INC.	001-410-60014		51.81 51.81
39290	3/3/2020 M20-034	000448 JAN/FEB/MAR 2020 - FIRE/PARAMEDIC PER AGRMNT	SB CO FIRE DEPARTMENT	001-501-60810		53,817.00 53,817.00
39291	3/3/2020 19-5080 19-5084	000450 FEB 2020 - CONTRACTED LAW ENFORCEMENT SERVICES 12/30/19-1/26/20 - MOTOR DEPUTY SERVICES	SB CO SHERIFF'S DEPARTMENT	001-501-60800 001-501-60800		165,627.23 150,227.25 15,399.98
39292	3/3/2020 INV0011730	000507 1/23-2/24/2020 - CH - UTILITY GAS SERVICE	SoCalGas	001-510-61230		190.58 190.58
39293	3/3/2020 INV0011726	000507 1/24-2/25/2020 - VB - UTILITY GAS SERVICES	SoCalGas	001-510-61230		71.86 71.86
39294	3/3/2020 INV0011731	000507 1/23-2/24/2020 - LIB/CCC - UTILITY GAS SERVICES	SoCalGas	001-510-61230		87.56 87.56
39295	3/3/2020 42071	000765 1/17/2020 - PW - VEHICLE MAINTENANCE	VICTOR RODRIGUEZ dba	001-558-60270		54.46 54.46
39296	3/3/2020 INV970899-032020	001388 MARCH 2020 - VB - HOA DUES/597 AOF #101	VINTAGE WALK OWNERS ASSOCIATION	001-410-60900		148.80 148.80
39297	3/3/2020 50193	000677 ProfSrvcs->1/31/20-COB Regulatory Compliance Srvcs	WALLACE GROUP	005-701-60800		17,805.00 17,805.00
39298	3/3/2020 5009331985	001063 3/5-4/4/2020 -- REC - COPIER LEASE	Wells Fargo Vendor Fin Serv	001-511-60310		139.00 139.00
00056077	3/3/2020 INV0011739 INV0011740 INV0011741 INV0011741 INV0011741 INV0011741 INV0011741 INV0011741 INV0011741 INV0011741 INV0011741 INV0011742 INV0011742	000193 K ABELLO - CC THROUGH 2/18/2020 E ANDRISEK - CC THROUGH 2/18/2020 R HESS - CC THROUGH 2/18/2020 A KEEFER - CC THROUGH 2/18/2020 A KEEFER - CC THROUGH 2/18/2020	FIRST NATIONAL BANK OF OMAHA	001-511-60800 001-401-60710 001-551-60650 001-558-60560 001-558-60710 001-558-61140 005-701-60210 020-601-60210 020-601-60710 001-402-60900 001-565-60710		5,809.53 79.95 70.59 305.00 78.46 81.18 67.65 67.40 67.40 790.33 48.25 555.00

Check Disbursements - City Council - March 12, 2020

Payment Dates: 02/19/2020 - 03/03/2020

Payment Number	Payment Date Payable Number	Vendor # Description Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	INV0011743	L REID - CC THROUGH 2/18/2020	001-401-60710		100.00
	INV0011743	L REID - CC THROUGH 2/18/2020	001-403-60710		17.54
	INV0011743	L REID - CC THROUGH 2/18/2020	001-403-61130		113.23
	INV0011743	L REID - CC THROUGH 2/18/2020	001-410-60900		119.70
	INV0011743	L REID - CC THROUGH 2/18/2020	001-410-60900		108.59
	INV0011743	L REID - CC THROUGH 2/18/2020	001-410-61120		457.88
	INV0011743	L REID - CC THROUGH 2/18/2020	001-410-61130		37.64
	INV0011744	H SIERRA - CC THROUGH 2/18/2020	001-401-60710		30.00
	INV0011745	P SMITH - CC THROUGH 2/18/2020	001-511-60270		48.42
	INV0011745	P SMITH - CC THROUGH 2/18/2020	001-511-67140		52.30
	INV0011746	K THOMSEN - CC THROUGH 2/18/2020	001-511-60250		641.26
	INV0011746	K THOMSEN - CC THROUGH 2/18/2020	001-511-60800		90.00
	INV0011747	S WOLFE - CC THROUGH 2/18/2020	001-402-60710		674.58
	INV0011748	S ZAMORA - CC THROUGH 2/18/2020	001-420-60650		460.00
	INV0011748	S ZAMORA - CC THROUGH 2/18/2020	001-420-60710		647.18
Payment Total:					543,603.11

Report Summary

Fund Summary

Fund	Payment Amount
001 - General Fund	307,948.11
005 - Sewer Fund	28,861.73
020 - Water Fund	24,178.91
027 - Local Transportation Fund	1,666.66
092 - Capital Improvement Proj Fund	180,947.70
Grand Total:	543,603.11

Account Summary

Account Number	Account Name	Payment Amount
001-12000	Accounts Receivable	(37,331.73)
001-22160	SYVTBID Payable	27,850.00
001-22416	Developer Deposit	(5,331.23)
001-401-50400	Medical Benefit	14.69
001-401-60710	Travel & Training	200.59
001-402-50400	Medical Benefit	10.85
001-402-60710	Travel & Training	674.58
001-402-60900	Miscellaneous	48.25
001-403-50400	Medical Benefit	10.85
001-403-60520	Advertising - Legal	753.64
001-403-60710	Travel & Training	17.54
001-403-61130	Office Supplies	113.23
001-403-67370	H/R Expense	35.00
001-403-72300	Computer Equipment	1,168.01
001-404-60840	Contract Services-Legal Fees	16,868.30
001-410-60014	Emergency Operations	52.77
001-410-60210	Computer Maintenance &Software	795.00
001-410-60310	Equipment Rental	725.19
001-410-60650	Membership & Publications	200.00
001-410-60900	Miscellaneous	830.98
001-410-61120	Office Equipment	457.88
001-410-61130	Office Supplies	598.24
001-410-61292	Internet Access/ Website Maint	257.29
001-410-67705	Telephone	432.35
001-410-67790	Visitors Bureau	37,500.00
001-410-72300	Computer Equipment	3,371.07
001-420-50400	Medical Benefit	22.02
001-420-60650	Membership & Publications	460.00
001-420-60710	Travel & Training	647.18
001-420-60800	Contract Services	1,969.25
001-420-61130	Office Supplies	156.20
001-420-72300	Computer Equipment	4,672.04
001-44250	Miscellaneous	(557.00)
001-501-60800	Contract Services	165,627.23
001-501-60810	Contract Services - Fire Dept	53,817.00
001-510-61230	Utilities - Gas	350.00
001-511-50400	Medical Benefit	20.65
001-511-60250	Maintenance/Repair	866.26
001-511-60270	Maintenance-Vehicles	48.42
001-511-60310	Equipment Rental	139.00
001-511-60510	Advertising	489.50
001-511-60800	Contract Services	169.95
001-511-61130	Office Supplies	64.89
001-511-61290	Telephone/Internet	202.30
001-511-67140	Buellton Recreation Program	136.30
001-550-61241	Utilities - Electric	108.09
001-551-60650	Memberships & Publications	305.00
001-552-60800	Contract Services	1,650.00

Account Summary

Account Number	Account Name	Payment Amount
001-552-61125	Small Equipment	366.57
001-552-61211	Utilities - Water	629.09
001-558-50400	Medical Benefit	17.35
001-558-60250	Maintenance / Repair	942.03
001-558-60270	Maintenance - Vehicles	54.46
001-558-60560	Signs	78.46
001-558-60710	Travel & Training	81.18
001-558-60800	Contract Services	666.77
001-558-61127	Tools	38.75
001-558-61140	Operational Supplies	67.65
001-558-67705	Telephone	141.40
001-558-72300	Computer Equipment	1,241.28
001-565-50010	Planning Commission Salaries	200.00
001-565-50400	Medical Benefit	15.05
001-565-60520	Advertising - Legal	177.15
001-565-60710	Travel & Training	1,007.45
001-565-60800	Contract Services	20,014.30
001-565-61130	Office Supplies	80.53
001-565-67705	Telephone	441.02
005-701-50400	Medical Benefit	18.27
005-701-60210	Computer Maintenance &Software	67.40
005-701-60250	Maintenance / Repair	1,800.52
005-701-60800	Contract Services	18,336.19
005-701-61111	Chemicals / Analysis	263.10
005-701-61127	Tools	317.15
005-701-61131	Postage	260.00
005-701-67705	Telephone	756.88
005-701-72300	Computer Equipment	7,042.22
020-601-50400	Medical Benefit	18.27
020-601-60210	Computer Maintenance &Software	67.40
020-601-60250	Maintenance / Repair	16,303.63
020-601-60270	Maintenance - Vehicles	40.75
020-601-60710	Travel & Training	790.33
020-601-60800	Contract Services	270.00
020-601-61111	Chemicals / Analysis	1,472.62
020-601-61127	Tools	84.48
020-601-61130	Office Supplies	9.16
020-601-61131	Postage	260.00
020-601-67600	Safety Equipment	226.28
020-601-67705	Telephone	696.98
020-601-72300	Computer Equipment	3,939.01
027-559-67445	Lompoc- Wine Country Express	1,666.66
092-211-74100	Construction and Improvements	151,000.00
092-314-74100	Construction and Improvements	479.79
092-318-70005	Design and Permitting	227.91
092-608-74100	Construction and Improvements	29,240.00
	Grand Total:	543,603.11

Project Account Summary

Project Account Key		Payment Amount
None		405,234.37
09221174100	Village Park Improvements	151,000.00
09231474100	SD Inlet/Catch Basin Retrofit Improvements	479.79
09231870005	Road Maintenance Project (19/20)	227.91
09260874100	WTP/Booster Power Reliability	29,240.00
53010-040	February Camp 2020	84.00
90017-070	Village Park	(42,865.46)

Project Account Summary

Project Account Key
90057-070

480 Ave of Flags - Creekside

Payment Amount
202.50
543,603.11

Grand Total:



UBPKT01877 - Refunds 01 UBPKT01875 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
03-09000-004	OLDROYD, TYSON	2/26/2020	39254	58.29			58.29	Generated From Billing
04-17700-002	ASFAHA, ADIAM	2/26/2020	39255	19.57			19.57	Generated From Billing
Total Refunds: 2			Total Refunded Amount:	77.86				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	77.86
Revenue Total:	77.86

General Ledger Distribution

Posting Date: 02/26/2020

Account Number	Account Name	Posting Amount	IFT
Fund: 020 - WATER FUND			
020-10000	Claim On Pooled Cash	-77.86	Yes
020-22420	Unapplied Credits	77.86	
020 Total:		0.00	
Fund: 999 - POOLED CASH			
999-10001	Pooled Cash - General Checking	-77.86	
999-27000	Due To Other Funds	77.86	Yes
999 Total:		0.00	
Distribution Total:		0.00	

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: SW
Council Agenda Item No.: 3

To: The Honorable Mayor and City Council

From: Rose Hess, Public Works Director

Meeting Date: March 12, 2020

Subject: Resolution No. 20-04 - “A Resolution of the City Council of the City of Buellton, California, Adopting the Fiscal Year 2020/21 List of Projects Funded by SB1: The Road Repair and Accountability Act”

BACKGROUND

In April 2017, the Governor signed Senate Bill 1 (SB1), also known as the Road Repair and Accountability Act (RRAA) of 2017. Beginning November 1, 2017, the State Controller will begin to deposit funds generated from increased fuel taxes and vehicle registration fees, into the newly created Road Maintenance and Rehabilitation Account (RMRA). The four sources of revenues for the RMRA are:

- A 12-cent per gallon gasoline excise tax, effective November 1, 2017
- A 20-cent per gallon diesel excise tax increase, effective November 1, 2017
- Vehicle registration surcharge, effective January 1, 2018
- A \$100 per year zero-emission vehicle registration surcharge, effective January 1, 2020

A portion of the RMRA funds will be distributed annually to eligible cities and counties for basic road maintenance, rehabilitation, and critical safety projects on local streets and road systems. The distribution will be made using the same formula that applies to the existing base 18-cent per gallon gasoline excise tax. The City’s annual allocation estimate for FY 2020/21 is \$102,990.

SB1 emphasizes the importance of accountability and transparency in the delivery of California’s transportation programs. As outlined in the RRAA Reporting Guidelines, recipients of the RMRA funding are held accountable through performance goals that are tracked and reported. In order to be considered for funding in Fiscal Year 2020/21, agencies must provide a proposed list of projects to the California Transportation Committee by May 1, 2020. Exhibit A to Resolution 20-04 is the list of streets included in the 2020/21 Road Maintenance Project. This will enable the RMRA funds to be included in the City’s annual road maintenance budget.

In addition to an approved project list, the guidelines state all projects proposed to receive funding shall be included in the agencies' adopted budgets. The FY 2020/21 Road Maintenance Project has already been identified as CIP # 092-319.

Also, this bill includes a "Maintenance of Effort" (MOE) requirement for local funds contributed to street and road repairs to help ensure that the new funding augments existing budgets for road repairs. Specifically it requires each city to spend no less than the annual average from its general fund during FY 2010 through FY 2012. The estimated MOE for the City of Buellton (posted on August 7, 2017) is \$98,220.

FISCAL IMPACT

Estimated FY 2020/21 annual revenue anticipated from SB1 is approximately \$102,990. This amount will be included in the Revenues for FY 2020/21 and add this as a funding source for CIP# 092-319. These monies will augment the General, Gas Tax and Measure A funds for the annual road maintenance project.

RECOMMENDATION

That the City Council consider adoption of Resolution No. 20-04 – "A Resolution of the City Council of the City of Buellton, California, Adopting the Fiscal Year 2020/21 List of Projects Funded by SB1: The Road Repair and Accountability Act"

ATTACHMENTS

Resolution No. 20-04 (Exhibit A –FY 2020/21 Road Maintenance Project)

RESOLUTION NO. 20-04

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF BUELLTON, CALIFORNIA,
ADOPTING THE FISCAL YEAR 2020/21 LIST OF
PROJECTS FUNDED BY SB1: THE ROAD REPAIR
AND ACCOUNTABILITY ACT**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community; and

WHEREAS, the City must include a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, in the City budget which must include a description and location of each proposed project; and

WHEREAS, the City of Buellton was provided with an estimate of \$102,990 in RMRA funding in Fiscal Year 2020/21 from SB 1.

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

SECTION 1. The City Council finds that all of the above recitations are true and correct and, accordingly, are incorporated as a material part of this Resolution.

SECTION 2. The biennial budget for fiscal years 2019/20-2020/21 shall include \$102,992 of SB1 monies under the Schedule of Revenues for FY 2020/21 and identify these monies and source in the CIP Detail expenditures as CIP Project No. 092-319.

SECTION 3. The City of Buellton does hereby adopt the attached list of streets that will be included in the FY 2020/21 Road Maintenance Project (Exhibit "A") to be funded in part with SB1 revenues.

SECTION 4. The City of Buellton certifies that it will include in its budget an amount of local discretionary funding for local streets and roads sufficient to comply with the Maintenance of Effort requirements for SB1.

SECTION 5. The City of Buellton has complied with all other applicable provisions and requirements of SB1.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 12th day of March, 2020.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

Exhibit A – Buellton List of Roads to be Included in the FY 2020/21 Road Maintenance Project

Exhibit A to Resolution 20-04

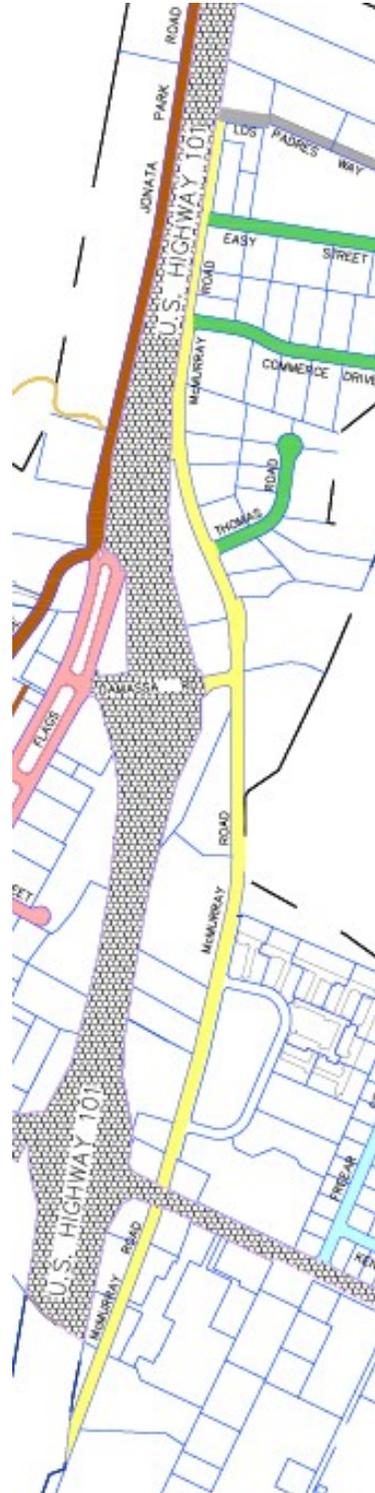
CIP # 092-319

FY 2020-21 ROAD MAINTENANCE PROJECT

STREETS INCLUDED:

- McMurray Road North and South of State Highway 246:
Grind Repairs and Type III Slurry Seal
- Industrial Way:
Edge Grind and Overlay

 2020/21 Road Maintenance



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: March 12, 2020

Subject: Resolution No. 20-05 – “A Resolution of the City Council of the City of Buellton, California, Adopting a Policy on Discontinuation of Water Service for Nonpayment Pursuant to the Water Shutoff Protection Act (SB 998)”

BACKGROUND

The State Legislature adopted SB 998 requiring the City to have a written policy on the discontinuation of residential water service for nonpayment, also known as the Water Shutoff Protection Act. SB 998 adds section 116900 through 116926 to the Health & Safety Code, and requires water service providers who provide residential water service to have a written policy by April 1, 2020. The intent of SB 998 is to minimize the number of Californians who lose access to water service due to inability to pay by providing additional procedural protections before residential water service can be discontinued. Although SB 998 only applies to residential water customers, the City is extending the new written policy to include commercial and industrial water service customers.

Written Policy on Discontinuation of Residential Water Service

Per SB 998, the written policy on the discontinuation of residential water service for nonpayment must:

- Include a plan for an alternative payment schedule, a formal mechanism for a customer to contest or appeal, and a phone number for a customer to contact to discuss options for averting discontinuation of residential water service for nonpayment.
- Be translated into English, Spanish, Chinese, Vietnamese, Tagalog and Korean.
- Be posted on the City’s Website.

New Prohibitions on Discontinuation of Residential Water Service

The City is now prohibited from discontinuing residential water service for nonpayment when:

- A water bill is being appealed.
- A water customer submits a certification from a primary care provider that discontinuation of water service will pose a serious threat to a person residing at the residence, the customer demonstrates an inability to pay and the customer is willing to enter into an alternative payment arrangement.

Notice Requirements Prior to Discontinuation of Residential Water Service

Under current law, the City is required to provide notice to the residential water customer prior to discontinuing residential water service for nonpayment. SB 998 imposes the following new requirements:

- The City may not discontinue water service due to delinquent payment until payments are delinquent for at least 60 days.
- At least 7 business days before discontinuation for nonpayment, the City must attempt to provide notice to customers by telephone or in writing. If unable to make telephone or written notice, the City must make a good faith effort to post a notice of imminent discontinuation and the City's residential water disconnection policy at the residence.
- The City must post a final notice of intent to disconnect service at least 5 business days before discontinuing water service where either the customer fails to comply with the alternative payment schedule for delinquent charges 60 days or more while undertaking an alternative payment schedule, the customer does not pay his or her residential service charges for 60 days or more.
- The City must attempt to provide notice to renters and mobile home residents that their service may be discontinued due to the delinquent payments by their landlords, and the residents have the right to become customers without paying the past due amounts on the landlords' accounts.

Annual Reporting Requirements

The City must annually post on its website the number of times the City has discontinued service due to the inability to pay and must also report such numbers annually to the State Water Resource Control Board.

Additional Steps

At a future meeting, Staff will bring forth to City Council an ordinance amending the appropriate chapters and sections of the Buellton Municipal Code Title 13 to be compliant with the new requirements of Senate Bill 998.

FISCAL IMPACT

There are initial administrative costs to translate the policy into the required languages (estimated to be \$2,900) as well as increased in printing, mailings and notification requirement costs. There may be impacts due to delayed payments and possible increases to uncollectable charges resulting from water charges left unpaid during the payment arrangement period. Any costs that cannot be absorbed within the Fiscal Year 2019-20 Budget will be included in a future quarterly budget amendment request.

RECOMMENDATION

That the City Council consider adoption of Resolution No. 20-05 – “A Resolution of the City Council of the City of Buellton, California, Adopting a Policy on Discontinuation of Water Service for Nonpayment Pursuant to the Water Shutoff Protection Act (SB 998)”

ATTACHMENTS

Resolution No. 20-05 (Exhibit A)
Attachment 1 – SB 998, Dodd, Discontinuation of Residential Water Service and
Community Water Systems
Attachment 2 – Sample Shut-Off Dates

RESOLUTION NO. 20-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, ADOPTING A POLICY ON DISCONTINUATION OF WATER SERVICE FOR NONPAYMENT PERSUANT TO THE WATER SHUTOFF PROTECTION ACT (SB 998)

WHEREAS, there exists the Buellton Municipal Water Utility of the City of Buellton (the “Utility”), California, pursuant to Section 13.16 of the Buellton Municipal Code, to perform the function of providing water and metering the water system of the City; and

WHEREAS, the Utility is subject to the Water Shut-Off Protection Act (SB 998) (the “Act”), which requires the Utility to have a written policy on discontinuation of residential service for nonpayment that conforms to the specific provision of the Act.

NOW, THEREFORE, THE CITY COUNCIL DOES RESOLVES AS FOLLOWS:

SECTION 1. The City Council hereby finds that the above recitations are true and correct and, accordingly, are incorporated as a material part of this Resolution.

SECTION 2. The City Council hereby adopts the Policy on Discontinuation of Water Service for Nonpayment attached hereto as Exhibit “A” for the Buellton Municipal Water Utility of the City of Buellton, California.

SECTION 3. The Policy on Discontinuation of Water Service shall supersede and govern over any inconsistent provisions of prior resolutions or adopted rules.

SECTION 4. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 12th day of March, 2020.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

Exhibit A

City of Buellton	Effective Date: April 1, 2020
Policy for Discontinuation of Water Service for Nonpayment	Approved by: Approval Date:

Reference:

Senate Bill No. 998: Discontinuation of Residential Water Service (SB 998)
California Government Code Sections 60370-60375.5

1. **Policy:** This policy enumerates the City of Buellton’s (“City”) administrative actions for the collection of delinquent accounts, including notifications, fee assignments and discontinuation of service. This policy will be made available to the public on the City’s website. The City may be contacted by phone at (805) 686-0137 to discuss options for avoiding discontinuation of water service for nonpayment under the terms of this policy. For the purpose of this policy, “customer” refers to the water service account holder. Although SB 998 only relates to residential water customers, this policy applies to all customer types (ex. Residential, Commercial, and Industrial), except where specified.

2. **Effective Date:** The City of Buellton, as an urban or community water system not regulated by the Public Utilities Commission, and with less than 3,000 service connections, must comply with SB 998 on and after April 1, 2020.

3. **Published Languages:** This policy and written notices required in this policy shall be available and published in English, the languages in Section 1632 of the Civil Code, which include Spanish, Chinese, Tagalog, Vietnamese, and Korean, and any other language spoken by at least 10 percent of the people residing in the City’s water service area.

4. **Requirement for Discontinuing Water Service**
 - a. Issuance, Due Date and Payment of Bills: Bills for water service are issued to each water customer on the 25th of each month for water service in the prior month. Payments are due on or before the due date set in the water bill (the “Due Date”). Payments may be made at City Hall located at 107 West Highway 246, Buellton, CA 93427, mailed to PO BOX 1819, Buellton, CA 93427, calling City Hall at 805-686-0137 or on the City’s utility payment website at www.cityofbuellton.com. It is the customer’s responsibility to assure the payments are received at City Hall in a timely manner.

 - b. Delinquent Account: Delinquent accounts are hereafter identified as any account that remains unpaid (and without having made payment arrangements or established an alternative payment schedule) by close of business on the “Due Date”. The City shall not discontinue water service for non-payment until payment by the customer has been delinquent for at least 60 calendar days. The following rules apply to the collection of delinquent accounts:

Exhibit A

- i. Small Balance Accounts: Any balance on a bill of \$20.00 or less may be carried over, and added to, the next billing period without being assessed a late fee or incurring further collection action.
- ii. Late Fee: If payment for a bill is not received by close of business on the due date, a 10% late fee will be assessed and added to the outstanding balance on the customer's account. The due date and late fee will be displayed prominently on the bill.
 - 1. Waiver of Late Fees: At the request of the customer, the City will waive the late fee if there are extenuating circumstances and the customer has not been assessed a late fee for delinquent payment in the preceding 12 months.
- c. Conditions for Discontinuation of Water Service Due to Nonpayment of Water Charges
 - i. Water charges are delinquent for at least 60 calendar days;
 - ii. The account holder and/or occupants have been notified of this policy in writing no less than 7 business days before discontinuation of service; and
 - iii. The account holder has:
 - 1. Failed to obtain or maintain a payment arrangement or alternative payment schedule with the City for 60 days or more; or
 - 2. Not timely contested or appealed the water charges; or
 - 3. Not paid current water charges for 60 days or more; or
 - 4. For Landlord/Tenant relationships, refer to Section 9 of this policy.
- d. Notification Requirements of Policy
 - i. Late Notice: If payment for a bill is not made within 14 calendar days following the due date, a notice of overdue payment (the "Late Notice") will be mailed to the mailing address of the customer.
 - ii. Disconnection Notice: If payment for a bill is not made within 45 days following the Due Date, a disconnection notice (the "Final Notice") will be mailed to the water service customer at least 7 business days prior to the possible discontinuation of service date identified in the Final Notice. If the customer's address is not the address of the property to which the service is provided, the Final Notice will also be sent to the address of the property served, addressed to "Occupant". The Final Notice must contain the following:
 - 1. Customer's name and address;
 - 2. Amount of Delinquency.
 - 3. Date by which payment or arrangement for payment must be made in order to avoid discontinuation of service, which shall be 60 days from the date the bill became delinquent;
 - 4. Description of the process to apply for an extension of time to pay the delinquent charges;
 - 5. Description of the procedure to petition for review and appeal of the bill; and
 - 6. Description of the procedure by which the consumer can request a deferred, amortized, reduced or alternative payment schedule.

Exhibit A

7. City's phone number and a web link to the City's written policy.

The City may alternatively provide notice to the customer of the impending discontinuation of service by telephone. If provided by telephone, the City shall offer to provide the consumer with a copy of this Policy and also offer to discuss with the customer the options for alternative payments and the procedure for review and appeal of the consumer's bill.

- iii. Forty-Eight (48) Hour Notice of Termination: The City will make a reasonable, good faith effort to notify the customer 48 hours in advance of disconnection of water service for non-payment. The means of notification will be based upon the notification preference (text or phone) selected by the customer. Customers who have not selected a means of notification will be notified by phone. If the City is unable to make contact by text or phone, a good faith effort will be made to visit the residence and leave a notice of termination of service.
- iv. Payment Deadline to Avoid Disconnection: To avoid disconnection, payment for the full amount of delinquency must be paid online or received at City Hall no later than 11:00 a.m. on the due date specified in the Disconnection Notice. Postmarks will not be accepted.
- v. Door Hangers: Upon disconnection, a door hanger will be placed at the service address displaying the Customer Name, Account Number, Amount of Delinquency, Reconnection Fee and Total Due to reinstate service.
- vi. Notification of Returned Checks
 - 1. Notifications of Returned Check or Returned ACH: The City will consider a bill unpaid if it received a returned check or failed ACH payment. The City will send notice to the customer notifying them of the failed payment. Water service will be disconnected if the amount of the failed payment is not paid by the due date specified on the failed payment notice. The amount of the failed payment and the returned payment fee must be paid with cash or certified funds. After 3 failed payments in 12 month period, the customer will be flagged for a one-year period indicating that check payments will no longer be accepted.
 - 2. Returned Check Tendered as Payment for Reconnection of Water Service Disconnected for Nonpayment: If a check tendered as payment to restore disconnected service is returned or dishonored, the City may disconnect water service upon at least 14 days written notice to the customer. The customer's account will be reinstated only after payment of all outstanding charges is made in cash or certified funds. Once the customer's account has been reinstated, the account will be flagged for a one-year period indicating that a non-negotiable check was issued by the customer. If at any time during the one-year period described above the customer's account is again

Exhibit A

disconnected for nonpayment, the City may require the customer to pay by cash or certified funds in order to have water service restored.

5. Good Faith Noticing Requirements

- a. If the City is not able to contact the customer, or an adult occupying the residence, by written notice (e.g., a mailed notice is returned undeliverable) or by telephone, the City will make a good faith effort to visit the residence and leave, or make other arrangements to place in a conspicuous location, a notice of imminent discontinuation of service for non-payment, and a copy of this policy.
- b. If the customer seeks review or appeal of their bill, the customer shall contact the City before the payment due date and the City will investigate. If the investigation does not result in a resolution acceptable to the customer, the customer may seek review by the Director of Finance and subsequently may appeal to the City Council. The City will provide written notice of the time and place of the appeal at least 7 calendar days before the City Council meeting. The decision of the City Council is final. The City shall not discontinue residential water service while the appeal is pending.

6. Restoration of Water Service: If the City discontinues water service for nonpayment, it shall provide the customer with information on how to restore water service. In order to resume service that has been discontinued because of non-payment, the customer must pay the total balance on the account and a reconnection fee.

- a. Reconnection during normal business hours: A reconnection fee in accordance with state law, plus applicable penalties shall be imposed and collected prior to reconnection. It is the customer's responsibility to call City Hall at 805-686-0137 to make a payment for a disconnected account and would like to reconnect the same business day. The City will endeavor to make such reconnection as soon as practicable.
- b. After-Hours reconnection: Services restored after 5:00 p.m. Monday through Friday, weekends, or holidays will be charged an after-hours reconnection fee in accordance with state law. It is the customer's responsibility to contact the City at 805-686-0137 to restore service. Services will not be restored unless the customer has been informed of the after-hours reconnection fee and has signed an agreement acknowledging the fee and agreeing to contact City Hall no later than 12:00 p.m. the following business day to pay the delinquent amount and reconnection fee. Field staff responding to service calls for reconnection are not permitted to collect payment but will instruct the customer to contact City staff by 12:00 p.m. on the following business day. Failure of an after-hours arrangement will result in termination of services on same business day and City will require payment before service is restored.
- c. New accounts: Water service may be discontinued at the request of the most recent customer if the City has not yet received an Application to establish service for a new customer. If service is being restored after regular business hours because the customer has yet to establish service, the customer must agree to contact the billing department to establish service the next business day. No after-hours reconnection fee will be charged for this instance.

Exhibit A

- d. Disconnection other than non-payment: Services discontinued for any other reason not identified in this policy should refer to the Buellton Municipal Code Section 13.52.010 Disconnection-Compliance.
- e. Unauthorized reconnection: Water service that is turned on by any person other than City staff may be subject to additional charges and fees. Any damages that occur as a result of unauthorized restoration of service are the responsibility of the customer. (Buellton Municipal Code 13.32.050 Damage to water system facilities).

7. Prohibition Against Discontinuation for Residential Water Service:

- a. This portion of the policy only applies for Residential Water Service. The City shall not discontinue residential water service if all of the following conditions are met:
 - i. Health Condition – The customer or tenant of the customer submits certification of a primary care provider that discontinuation of water service would be (i) be life threatening, or (ii) pose a serious threat to the health and safety of a person residing at the property; and
 - ii. Financial Inability – The customer demonstrates he or she is financially unable to pay for water service within the water system’s normal billing cycle. The customer is deemed “financially unable to pay” if any member of the customer’s household is: (i) a current recipient of the following benefits: CalWORKs, Cal Fresh, general assistance, Medi-Cal, SSI/State Supplementary Payment Program or California Special Supplemental Nutrition Program for Women, Infants and Children; or (iii) the customer declares the household’s annual income is less than 200% of the federal poverty level; and
 - iii. Alternative Payment Arrangements – The customer is willing to enter into an amortization agreement or alternative payment schedule.
- b. The burden of proving compliance with the conditions described above is on the Customer. If the conditions listed above in subsection (i-iii) are all met, the City shall offer the customer one of the following options at City’s preference:
 - i. Amortization of the unpaid balance.
 - ii. Participation in an alternative payment schedule.
- c. The Finance Director or designee is authorized to determine which of the payment options described in Section 7.b. the customer undertakes and may set the parameters of that payment option provided that the repayment of any remaining outstanding balance occurs within 12 month.
- d. Residential water service may be discontinued no sooner than 5 business days after the City posts a final notice of intent to disconnect service in a prominent conspicuous location at the property under either of the following circumstances:

Exhibit A

- i. The customer fails to comply with an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges for 60 days or more.
- ii. While undertaking an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges, the customer does not pay his or her current residential water service charges for 60 days or more.

8. Alternative Payment Arrangements: Customers may request an alternative payment arrangement if they feel they are unable to pay their City utility bill within the normal payment period. Should the City decide to grant a customer an alternative payment arrangement, the City will offer to amortize the unpaid balance per Subdivision (a). Only in extreme and extraordinary circumstances will the City consider the arrangements described in Subdivisions (b) below. The City has full discretion whether or not to grant a customer an alternative payment arrangement.

- a. Amortization: The City may grant an amortization plan on the following terms:
 - i. *Term*: The customer shall pay the unpaid balance, over a period not to exceed 12 months, as determined by the Finance Director or authorized designee. The unpaid balance shall be divided by the number of months in the amortization period and that amount shall be added each month to the customer's ongoing utility bill.
 - ii. *Compliance*: The customer must comply with the amortization plan and remain current as charges accrue in each subsequent billing period. The customer may not request further amortization plan. Where the customer fails to comply with the terms of the amortization plan or fails to pay the customer's current service charges, the City may discontinue water service to the customer's property no sooner than 5 business days after posting at the customer's residence a final notice of its intent to discontinue service.
- b. Alternative Payment Schedule: In an extreme and extraordinary circumstance, the City may grant an alternative payment schedule for a customer's unpaid balance in accordance with the following terms:
 - i. *Term*: The customer shall pay the unpaid balance, over a period not to exceed 12 months, as determined by the Finance director or authorized designee.
 - ii. *Schedule*: The Finance Director or authorized designee shall work with the customer to develop an alternative payment schedule. That alternative schedule may provide for periodic lump sum payments that do not coincide with the established payment date. The alternative schedule may provide for payments to be made more frequently than monthly or may provide that payments be made less frequently than monthly, provided that in all cases, subject to Subdivision (i) above, the unpaid balance shall be paid in full within 12 months of establishment of the payment schedule. The agreed upon schedule shall be set forth in writing and be provided to the customer.
 - iii. *Compliance*: The customer must comply with the alternative payment schedule and remain current as charges accrue in each subsequent billing period while paying delinquent charges pursuant to the previously agreed upon schedule. Where the customer fails to comply with the terms of the agreed upon payment schedule or fails to pay the customer's current service charges, the City may discontinue water service

Exhibit A

to the customer's property no sooner than 5 business days after posting at the customer's residence a final notice of its intent to discontinue service.

9. Services involving Landlord-Tenant Relationships

- a. If the City furnishes individually metered residential water service to residential occupants of a detached single-family dwelling, a multiunit residential structure, or mobile home and the owner, manager, or operator of the dwelling, structure, or park is the customer of record, the City shall make a good faith effort to inform the residential occupants, by means of written notice, when the account is in arrears that service will be terminated at least 10 days prior to the termination. The written notice shall further inform the residential occupants that they have the right to become customers, to whom the service will then be billed, without being required to pay any amount which may be due on the delinquent account.
 - i. The City shall not make service available to the residential occupants unless each residential occupant agrees to the terms and conditions of service and meets the requirements of law and the City's ordinances, resolutions, rules and regulations. However, if one or more of the residential occupants are willing and able to assume responsibility for the subsequent charges to the account to the satisfaction of the City, including requirement which may include, but not be limited to, payment of a utility deposit and completion of a City application for service so that the Finance Director, or designee, may evaluate whether the City is satisfied that the residential applicants can meet the terms and conditions of service, or if there is a physical means legally available for the City to selectively terminate service to those residential occupants who have not met the requirements of the City, the City shall make service available to those residential occupants who the City is satisfied can meet the terms and conditions of service.

10. Reporting Requirements: The City shall annually report the number of discontinuations of residential service for inability to pay on the City's website and to the State Water Resources Control Board.

11. Limitations of this Policy: Nothing in this policy restricts, limits, or otherwise impairs the City's ability to terminate service to a customer for reasons other than those explicitly stated in this policy, including, but not limited to, unauthorized actions of the customer.

Senate Bill No. 998

CHAPTER 891

An act to add Chapter 6 (commencing with Section 116900) to Part 12 of Division 104 of the Health and Safety Code, relating to water.

[Approved by Governor September 28, 2018. Filed with Secretary of State September 28, 2018.]

LEGISLATIVE COUNSEL'S DIGEST

SB 998, Dodd. Discontinuation of residential water service: urban and community water systems.

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. Existing law declares it to be the established policy of the state that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes.

Under existing law, the Public Utilities Commission has regulatory authority over public utilities, including water corporations. Existing law requires certain notice to be given before a water corporation, public utility district, municipal utility district, or a municipally owned or operated public utility furnishing water may terminate residential service for nonpayment of a delinquent account, as prescribed.

This bill would require an urban and community water system, defined as a public water system that supplies water to more than 200 service connections, to have a written policy on discontinuation of water service to certain types of residences for nonpayment available in prescribed languages. The bill would require the policy to include certain components, be available on the system's Internet Web site, and be provided to customers in writing, upon request. The bill would provide for enforcement of these provisions, including making a violation of these provisions punishable by a civil penalty issued by the board in an amount not to exceed \$1,000 for each day in which the violation occurs, and would require the enforcement moneys collected by the board to be deposited in the Safe Drinking Water Account. The bill would prohibit an urban and community water system from discontinuing residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. The bill would require an urban and community water system to contact the customer named on the account and provide the customer with the urban and community water system's policy on discontinuation of residential service for nonpayment no less than 7 business days before discontinuation of residential service, as prescribed.

This bill would prohibit residential service from being discontinued under specified circumstances. The bill would require an urban and community

water system that discontinues residential service to provide the customer with information on how to restore service. The bill would require an urban and community water system to waive interest charges on delinquent bills for, and would limit the amount of a reconnection of service fee imposed on, a residential customer who demonstrates, as prescribed, to the urban and community water system household income below 200% of the federal poverty line. The bill would require an urban and community water system that furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit structure, mobilehome park, or permanent residential structure in a labor camp, and that the owner, manager, or operator of the dwelling, structure, or park is the customer of record, to make every good faith effort to inform the residential occupants by written notice that service will be terminated and that the residential occupants have the right to become customers, as specified. The bill would require an urban and community water system to report the number of annual discontinuations of residential service for inability to pay on its Internet Web site and to the board, and the bill would require the board to post on its Internet Web site the information reported. The bill would require an urban water supplier, as defined, or an urban and community water system regulated by the commission, to comply with the bill's provisions on and after February 1, 2020, and any other urban and community water system to comply with the bill's provisions on and after April 1, 2020. The bill would provide that the provisions of the bill are in addition to the provisions in existing law duplicative of the bill and that where the provisions are inconsistent, the provisions described in the bill apply.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares as follows:

- (a) All Californians have the right to safe, accessible, and affordable water as declared by Section 106.3 of the Water Code.
- (b) It is the intent of the Legislature to minimize the number of Californians who lose access to water service due to inability to pay.
- (c) Water service discontinuations threaten human health and well-being, and have disproportionate impact on infants, children, the elderly, low-income families, communities of color, people for whom English is a second language, physically disabled persons, and persons with life-threatening medical conditions.
- (d) When there is a delinquent bill, all Californians, regardless of whether they pay a water bill directly, should be treated fairly, and fair treatment includes the ability to contest a bill, seek alternative payment schedules, and demonstrate medical need and severe economic hardship.
- (e) The loss of water service causes tremendous hardship and undue stress, including increased health risks to vulnerable populations.
- (f) It is the intent of the Legislature that this act provide additional procedural protections and expand upon the procedural safeguards contained

in the Public Utilities Code and Government Code as of January 1, 2018, relating to utility service disconnections.

SEC. 2. Chapter 6 (commencing with Section 116900) is added to Part 12 of Division 104 of the Health and Safety Code, to read:

CHAPTER 6. DISCONTINUATION OF RESIDENTIAL WATER SERVICE

116900. This chapter shall be known, and may be cited, as the Water Shutoff Protection Act.

116902. For the purposes of this chapter, the following definitions apply:

(a) "Board" means the State Water Resources Control Board.

(b) "Public water system" has the same meaning as defined in Section 116275.

(c) "Residential service" means water service to a residential connection that includes single-family residences, multifamily residences, mobilehomes, including, but not limited to, mobilehomes in mobilehome parks, or farmworker housing.

(d) "Urban and community water system" means a public water system that supplies water to more than 200 service connections.

(e) "Urban water supplier" has the same meaning as defined in Section 10617 of the Water Code.

116904. (a) An urban water supplier not regulated by the Public Utilities Commission shall comply with this chapter on and after February 1, 2020.

(b) An urban and community water system regulated by the Public Utilities Commission shall comply with this chapter on and after February 1, 2020. The urban and community water system regulated by the Public Utilities Commission shall file advice letters with the commission to conform with this chapter.

(c) An urban and community water system not described in subdivision (a) or (b) shall comply with this chapter on and after April 1, 2020.

116906. (a) An urban and community water system shall have a written policy on discontinuation of residential service for nonpayment available in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by at least 10 percent of the people residing in its service area. The policy shall include all of the following:

(1) A plan for deferred or reduced payments.

(2) Alternative payment schedules.

(3) A formal mechanism for a customer to contest or appeal a bill.

(4) A telephone number for a customer to contact to discuss options for averting discontinuation of residential service for nonpayment.

(b) The policy shall be available on the urban and community water system's Internet Web site, if an Internet Web site exists. If an Internet Web site does not exist, the urban and community water system shall provide the policy to customers in writing, upon request.

(c) (1) The board may enforce the requirements of this section pursuant to Sections 116577, 116650, and 116655. The provisions of Section 116585

and Article 10 (commencing with Section 116700) of Chapter 4 apply to enforcement undertaken for a violation of this section.

(2) All moneys collected pursuant to this subdivision shall be deposited in the Safe Drinking Water Account established pursuant to Section 116590.

116908. (a) (1) (A) An urban and community water system shall not discontinue residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. No less than seven business days before discontinuation of residential service for nonpayment, an urban and community water system shall contact the customer named on the account by telephone or written notice.

(B) When the urban and community water system contacts the customer named on the account by telephone pursuant to subparagraph (A), it shall offer to provide in writing to the customer the urban and community water system's policy on discontinuation of residential service for nonpayment. An urban and community water system shall offer to discuss options to avert discontinuation of residential service for nonpayment, including, but not limited to, alternative payment schedules, deferred payments, minimum payments, procedures for requesting amortization of the unpaid balance, and petition for bill review and appeal.

(C) When the urban and community water system contacts the customer named on the account by written notice pursuant to subparagraph (A), the written notice of payment delinquency and impending discontinuation shall be mailed to the customer of the residence to which the residential service is provided. If the customer's address is not the address of the property to which residential service is provided, the notice also shall be sent to the address of the property to which residential service is provided, addressed to "Occupant." The notice shall include, but is not limited to, all of the following information in a clear and legible format:

- (i) The customer's name and address.
- (ii) The amount of the delinquency.
- (iii) The date by which payment or arrangement for payment is required in order to avoid discontinuation of residential service.
- (iv) A description of the process to apply for an extension of time to pay the delinquent charges.
- (v) A description of the procedure to petition for bill review and appeal.
- (vi) A description of the procedure by which the customer may request a deferred, reduced, or alternative payment schedule, including an amortization of the delinquent residential service charges, consistent with the written policies provided pursuant to subdivision (a) of Section 116906.

(2) If the urban and community water system is unable to make contact with the customer or an adult occupying the residence by telephone, and written notice is returned through the mail as undeliverable, the urban and community water system shall make a good faith effort to visit the residence and leave, or make other arrangements for placement in a conspicuous place of, a notice of imminent discontinuation of residential service for nonpayment and the urban and community water system's policy for discontinuation of residential service for nonpayment.

(b) If an adult at the residence appeals the water bill to the urban and community water system or any other administrative or legal body to which such an appeal may be lawfully taken, the urban and community water system shall not discontinue residential service while the appeal is pending.

116910. (a) An urban and community water system shall not discontinue residential service for nonpayment if all of the following conditions are met:

(1) The customer, or a tenant of the customer, submits to the urban and community water system the certification of a primary care provider, as that term is defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the Welfare and Institutions Code, that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.

(2) The customer demonstrates that he or she is financially unable to pay for residential service within the urban and community water system's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the urban and community water system's normal billing cycle if any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

(3) The customer is willing to enter into an amortization agreement, alternative payment schedule, or a plan for deferred or reduced payment, consistent with the written policies provided pursuant to subdivision (a) of Section 116906, with respect to all delinquent charges.

(b) (1) If the conditions listed in subdivision (a) are met, the urban and community water system shall offer the customer one or more of the following options:

(A) Amortization of the unpaid balance.

(B) Participation in an alternative payment schedule.

(C) A partial or full reduction of the unpaid balance financed without additional charges to other ratepayers.

(D) Temporary deferral of payment.

(2) The urban and community water system may choose which of the payment options described in paragraph (1) the customer undertakes and may set the parameters of that payment option. Ordinarily, the repayment option offered should result in repayment of any remaining outstanding balance within 12 months. An urban and community water system may grant a longer repayment period if it finds the longer period is necessary to avoid undue hardship to the customer based on the circumstances of the individual case.

(3) Residential service may be discontinued no sooner than 5 business days after the urban and community water system posts a final notice of intent to disconnect service in a prominent and conspicuous location at the property under either of the following circumstances:

(A) The customer fails to comply with an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges for 60 days or more.

(B) While undertaking an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges, the customer does not pay his or her current residential service charges for 60 days or more.

116912. An urban and community water system that discontinues residential service for nonpayment shall provide the customer with information on how to restore residential service.

116914. (a) For a residential customer who demonstrates to an urban and community water system household income below 200 percent of the federal poverty line, the urban and community water system shall do both of the following:

(1) Set a reconnection of service fee for reconnection during normal operating hours at fifty dollars (\$50), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021. For the reconnection of residential service during nonoperational hours, an urban and community water system shall set a reconnection of service fee at one hundred fifty dollars (\$150), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021.

(2) Waive interest charges on delinquent bills once every 12 months.

(b) An urban and community water system shall deem a residential customer to have a household income below 200 percent of the federal poverty line if any member of the household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

116916. (a) This section applies if there is a landlord-tenant relationship between the residential occupants and the owner, manager, or operator of the dwelling.

(b) If an urban and community water system furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit residential structure, mobilehome park, or permanent residential structure in a labor camp as defined in Section 17008, and the owner, manager, or operator of the dwelling, structure, or park is the customer of record, the urban and community water system shall make every good faith effort to inform the residential occupants, by means of written notice, when the account is in arrears that service will be terminated at least 10 days prior to the termination. The written notice shall further inform the residential occupants that they have the right to become

customers, to whom the service will then be billed, without being required to pay any amount which may be due on the delinquent account.

(c) The urban and community water system is not required to make service available to the residential occupants unless each residential occupant agrees to the terms and conditions of service and meets the requirements of law and the urban and community water system's rules and tariffs. However, if one or more of the residential occupants are willing and able to assume responsibility for the subsequent charges to the account to the satisfaction of the urban and community water system, or if there is a physical means legally available to the urban and community water system of selectively terminating service to those residential occupants who have not met the requirements of the urban and community water system's rules and tariffs, the urban and community water system shall make service available to those residential occupants who have met those requirements.

(d) If prior service for a period of time is a condition for establishing credit with the urban and community water system, residence and proof of prompt payment of rent or other credit obligation acceptable to the urban and community water system for that period of time is a satisfactory equivalent.

(e) Any residential occupant who becomes a customer of the urban and community water system pursuant to this section whose periodic payments, such as rental payments, include charges for residential water service, where those charges are not separately stated, may deduct from the periodic payment each payment period all reasonable charges paid to the urban and community water system for those services during the preceding payment period.

(f) In the case of a detached single-family dwelling, the urban and community water system may do any of the following:

(1) Give notice of termination at least seven days prior to the proposed termination.

(2) In order for the amount due on the delinquent account to be waived, require an occupant who becomes a customer to verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. Verification may include, but is not limited to, a lease or rental agreement, rent receipts, a government document indicating that the occupant is renting the property, or information disclosed pursuant to Section 1962 of the Civil Code.

116918. An urban and community water system shall report the number of annual discontinuations of residential service for inability to pay on the urban and community water system's Internet Web site, if an Internet Web site exists, and to the board. The board shall post on its Internet Web site the information reported.

116920. (a) The Attorney General, at the request of the board or upon his or her own motion, may bring an action in state court to restrain by temporary or permanent injunction the use of any method, act, or practice declared in this chapter to be unlawful.

(b) For an urban and community water system regulated by the Public Utilities Commission, the commission may bring an action in state court to restrain by temporary or permanent injunction the use by an urban and community water system regulated by the commission of any method, act, or practice declared in this chapter to be unlawful.

116922. All written notices required under this chapter shall be provided in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by 10 percent or more of the customers in the urban and community water system's service area.

116924. Where provisions of existing law are duplicative of this chapter, compliance with one shall be deemed compliance with the other. Where those provisions are inconsistent, the provisions of this chapter shall apply. Nothing in this chapter shall be construed to limit or restrict the procedural safeguards against the disconnection of residential water service existing as of December 31, 2018.

116926. This chapter does not apply to the termination of a service connection by an urban and community water system due to an unauthorized action of a customer.

O

Schedule of Shut-Off Dates

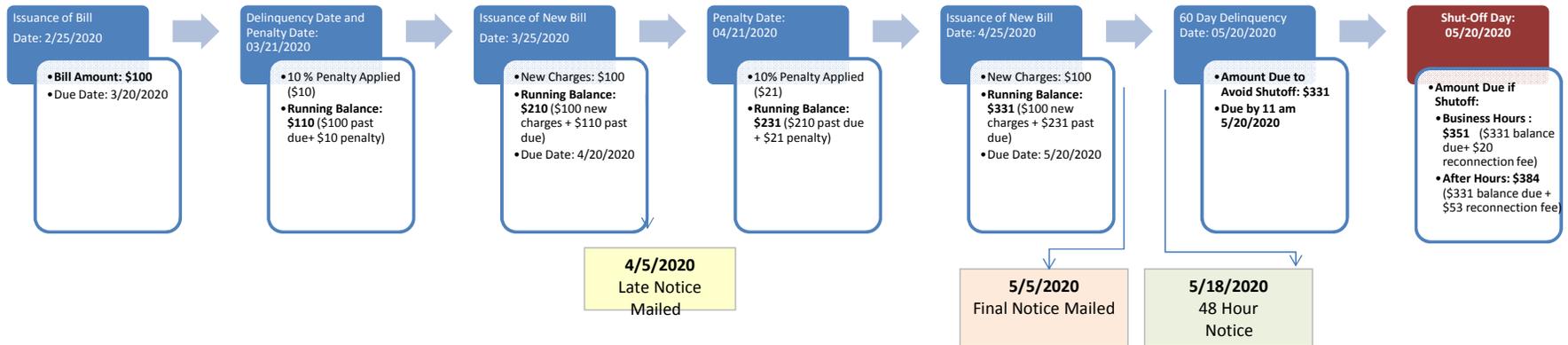
"For Illustrative Purposes Only"

Delinquency Time:			14 + Days		45 + Days		58 + Days	61 + Days		68 + Days
Bill Date	Due Date	Delinquent*	Late Notice Requirement	Late Notice Mailing Date	Disconnection Notice Requirement	Final Notice Mailing Date**	48 Hour Notice	60 day Delinquency Date	Shut-off DAY	Lock Meter after
12/25/2019	1/20/2020	1/21/2020	2/3/2020	2/5/2020	3/5/2020	3/5/2020	3/21/2020	3/21/2020	3/23/2020	3/30/2020
1/25/2020	2/20/2020	2/21/2020	3/5/2020	3/5/2020	4/5/2020	4/5/2020	4/19/2020	4/21/2020	4/21/2020	4/28/2020
2/25/2020	3/20/2020	3/21/2020	4/3/2020	4/5/2020	5/4/2020	5/5/2020	5/18/2020	5/20/2020	5/20/2020	5/27/2020
3/25/2020	4/20/2020	4/21/2020	5/4/2020	5/5/2020	6/4/2020	6/5/2020	6/20/2020	6/20/2020	6/22/2020	6/29/2020
4/25/2020	5/20/2020	5/21/2020	6/3/2020	6/5/2020	7/4/2020	7/5/2020	7/18/2020	7/20/2020	7/20/2020	7/27/2020
5/25/2020	6/20/2020	6/21/2020	7/4/2020	7/5/2020	8/4/2020	8/5/2020	8/18/2020	8/20/2020	8/20/2020	8/27/2020
6/25/2020	7/20/2020	7/21/2020	8/3/2020	8/5/2020	9/3/2020	9/5/2020	9/19/2020	9/19/2020	9/21/2020	9/28/2020
7/25/2020	8/20/2020	8/21/2020	9/3/2020	9/5/2020	10/4/2020	10/5/2020	10/18/2020	10/20/2020	10/20/2020	10/27/2020
8/25/2020	9/20/2020	9/21/2020	10/4/2020	10/5/2020	11/4/2020	11/5/2020	11/18/2020	11/20/2020	11/20/2020	11/27/2020
9/25/2020	10/20/2020	10/21/2020	11/3/2020	11/5/2020	12/4/2020	12/5/2020	12/19/2020	12/20/2020	12/21/2020	12/28/2020
10/25/2020	11/20/2020	11/21/2020	12/4/2020	12/5/2020	1/4/2021	1/5/2021	1/18/2021	1/20/2021	1/20/2021	1/27/2021
11/25/2020	12/20/2020	12/21/2020	1/3/2021	1/5/2021	2/3/2021	2/5/2021	2/20/2021	2/19/2021	2/22/2021	3/1/2021
12/25/2020	1/20/2021	1/21/2021	2/3/2021	2/5/2021	3/6/2021	3/6/2021	3/20/2021	3/22/2021	3/22/2021	3/29/2021

* Late fee is assessed.

** at least 7 business days notification is required

Utility Bill Flowchart



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: Scott Wolfe, City Manager

Meeting Date: March 12, 2020

Subject: Authorization to Lease and Purchase Additional Safety and Security Equipment for City Facilities

BACKGROUND

As indicated to the City Council previously, staff has been reviewing the current state of building security for City Hall and other City facilities. Given the increasing frequency of workplace violence and crimes of opportunity, consultations have taken place with both the Santa Barbara County Sheriff's Department, as well as with Exclusive Alarm Services, Inc. (the City's Security System contractor), to improve the security of City Hall, the Planning Department building, the Library, and the City Council Chambers. This report addresses upgrades to the City's security system to provide both additional safety and security for employees within the buildings, a visible deterrent both inside and outside the building to those predisposed to engaging in criminal activity, and to assist law enforcement.

Generally speaking, the upgrades involve either the installation of additional safety equipment, such as smoke detectors (currently lacking) and panic buttons to activate the alarm system in the event of an incident requiring assistance, or the installation of cameras and other surveillance system equipment. A new alarm system in the library building is also included as the building is currently without a system.

Accompanying this report are four estimates for new equipment, identified as Attachments 1 through 4. Each estimate identifies needed equipment for a particular building or system, with Attachment 1 addressing City Hall/Planning Department surveillance equipment, Attachment 2 addressing the City Hall/Planning Department building alarm system enhancements, and Attachment 3 addressing the surveillance equipment for the Library/City Council chambers building, and 4 addressing the new alarm system for the Library/City Council Chambers building. Estimates for surveillance and alarm system components have been separated as alarm system enhancements are leased equipment and the camera systems are to be purchased.

In addition to surveillance within the buildings, the proposed cameras will be able to monitor the areas outside of City Hall and the Planning Department buildings, as well as areas around the Library building. This will include the ability to identify vehicles and persons within the parking lots of these buildings, potentially from multiple angles. Again, the benefits of this type of system are both deterrent and investigative in nature.

The grand total for the proposed system upgrades throughout the facilities is \$15,775.00, plus additional charges for monthly monitoring totaling about \$73 per month.

The Sheriff's Department indicated that the proposed upgrades to the security system would be advisable, but also indicated a need for some changes to the buildings and work areas that would "harden" the various facilities. These changes will involve physical changes to the structure of the building layout, such as reinforcing entry gates inside the buildings, adding locks to interior doors within the Planning Department building and adding bollards to the parking lot surrounding the Police Station building. Staff will be returning to the City Council with quotes for these types of improvements at a later date. Staff will also be evaluating the safety and security of other work areas within the City, such as water and wastewater treatment plants, the recreation center, and the City's parks.

FISCAL IMPACT

The fiscal impact to the City will be a one-time cost of approximately \$15,750.00 plus tax (totaling approximately \$17,000.00), and an on-going monthly charge of \$73. These expenditures are currently not budgeted and would be reflected on a future budget adjustment.

RECOMMENDATION

Staff recommends that the City Council consider the proposals for security equipment, and if satisfactory, authorize the City Manager to make the proposed equipment leases and purchases.

ATTACHMENTS

- Attachment 1 – Estimate 1078-CH2 (City Hall/Planning Cameras)
- Attachment 2 – Estimate 1084-CHPL (City Hall/Planning Alarm Enhancements)
- Attachment 3 – Estimate 1080-L-TV (Library Building Cameras)
- Attachment 4 – Estimate 1079-L-BA (Library Building Alarm)

ATTACHMENT 1

Estimate

*Exclusive Alarm Services Inc.
1746 So. Victoria Ave. Ste F-443
Ventura Ca. 93003*

Date	Estimate #
12/5/2019	1078 - CH-2

Buellton City Hall
P.O. Box 1819
Buellton Ca. 93427

Terms	Account No.
Purchase	CCTV

Item	Description	Qty	Rate	Total
	CAMERA SYSTEM: CITY HALL / PLANNING DEPT. (GOOD LIGHTING RECOMMENDED FOR BEST RESULTS)			
HD SURVEILLA...	HD CAMERA SYSTEM INCLUDES ITEMS LISTED AND INSTALLED	1	8,975.00	8,975.00
HD-RECORDER	HIGH DEFINITION 16 CHANNEL VIDEO RECORDER, IP, POE, H.264, REMOTE ACCESS VIA INTERNET TO SMART PHONE OR I PHONE, RECORDS ON MOTION, 240fps.	1		0.00
HARD DRIVE	HARD DRIVE MEMORY STORAGE 10 TERABYTE (STORAGE APPROX 3 WEEKS OR BETTER)	10		0.00
HD-CAMERA	IP, COLOR CAMERA, EYEBALL DOME, 4 - MEGAPIXEL, FIX'D LENS, 2.8MM. LEDS FOR NIGHT VISION HD 1080P (INDOORS PLANNING & LOBBY CITY HALL)	2		0.00
HD-CAMERA	IP, COLOR CAMERA, EYEBALL DOME, 4 - MEGAPIXEL, VERI-FOCAL LENS, 2.8 TO 12MM MANUEL ZOOM, LEDS FOR NIGHT VISION, HD 1080P (OUT DOORS PLANNING & CITY HALL)	6		0.00
HD-CAMERA	IP, COLOR CAMERA, 6 - MEGAPIXEL BULLET CAM, 7.0 TO 35MM MOTORIZED ZOOM, WIDE DYNAMIC RANGE, DETECTION TO 200 FT. HD 1080P (LOOKING TOWARDS POST OFFICE & PD)	1		0.00
DEVICE	POE 8 PORT SWITCH	1		0.00
HD-MONITOR	HD-LCD MONITOR 32', HDMI	1		0.00
MATERIAL	INCLUDES: CATE5 CABLING, WEATHER PROOF BOX'S & COVERS, INTERNET CONNECT, SETUP PC / SMART PHONES	1		0.00

Thank you for the oppertunity to do business with you. If you have read and agree with this quote please sign below, fax,e-mail or call to make arrangments and to provide you prompt service with the materials listed above. I have read this proposal in it's details, I agree and accept this bid.

Total

Date _____

Phone	E- Mail / Website
805.215.8544	exclusivealarms@gmail.com www.exclusivealarms.net

Sign _____

Estimate

*Exclusive Alarm Services Inc.
1746 So. Victoria Ave. Ste F-443
Ventura Ca. 93003*

Date	Estimate #
12/5/2019	1078 - CH-2

Buellton City Hall
P.O. Box 1819
Buellton Ca. 93427

Terms	Account No.
Purchase	CCTV

Item	Description	Qty	Rate	Total
WARRANTY	2 YEAR PARTS AND 1 YEAR LABOR @ NO CHARGE	1	0.00	0.00
DEPOSIT	50 PERCENT DEPOSIT IS REQUIRED TO SECURE INSTALLATION AND BALANCE WILL BE DUE AT UPON COMPLETION OF THE INSTALLATION. Sales Tax	1	0.00 0.00%	0.00 0.00

Thank you for the opportunity to do business with you. If you have read and agree with this quote please sign below, fax, e-mail or call to make arrangements and to provide you prompt service with the materials listed above. I have read this proposal in its details, I agree and accept this bid.

Total \$8,975.00

Date _____

Phone		E- Mail / Website	
805.215.8544		exclusivealarms@gmail.com www.exclusivealarms.net	

Sign _____

ATTACHMENT 2

Estimate

*Exclusive Alarm Services Inc.
1746 So. Victoria Ave. Ste F-443
Ventura Ca. 93003*

Date	Estimate #
3/3/2020	1084-CHPL

Buellton City Hall
P.O. Box 1819
Buellton Ca. 93427

Terms	Account No.
LEASE	BA / SMOKE

Item	Description	Qty	Rate	Total
	RE: CITY HALL / PLANNING DEPT (PANIC / SMOKE DET.)			
ALARM SYSTEM	SECURITY SYSTEM INCLUDES ITEMS LISTED AND INSTALLED	1	1,149.00	1,149.00
ALARM SYSTEM	SECURITY SYSTEM INCLUDES ITEMS LISTED AND INSTALLED	1		0.00
WIRELESS MOT...	MOTION DETECTOR WIDE ANGEL (CITY HALL LOBBY)	1		0.00
HUB	HOLD UP BUTTON / DURESS (2 - PLANNING)	2		0.00
SMOKE DET.	COMBO HEAT/SMOKE DETECTOR. (4 - CITY HALL, 1 - PLANNING DEPT.)	5		0.00
MONTHLY MON...	ADD \$4.00 PER MONTH PER SYSTEM		0.00	0.00
LABOR	TIME 3 HRS	1		0.00
ALARM / COMM...	OPTION FOR EXISTING SYSTEMS PRIMARY COMMUNICATOR / SECONDARY, INTERNET-CELLULAR / MOBILE APP - VIRTUAL KEYPAD, ARM / DISARM, ALL ACTIVITY NOTIFICATIONS, PC SOFTWARE, ADD DEVICE INSTALLATION \$250 PER SYSTEM, ADD \$25 PER MONTH PER SYSTEM - INCLUDES VERIZON CELL COM / NETWORK SERVICE Sales Tax		0.00%	0.00

Thank you for the opportunity to do business with you. If you have read and agree with this quote please sign below, fax, e-mail or call to make arrangements and to provide you prompt service with the materials listed above. I have read this proposal in its details, I agree and accept this bid.

Total \$1,149.00

Date _____

Phone	E- Mail / Website
805.215.8544	exclusivealarms@gmail.com www.exclusivealarms.net

Sign _____

ATTACHMENT 3

Estimate

Exclusive Alarm Services Inc.
 1746 So. Victoria Ave. Ste F-443
 Ventura Ca. 93003

Date	Estimate #
12/5/2019	1080 - L-TV

Buellton City Hall
 P.O. Box 1819
 Buellton Ca. 93427

Terms	Account No.
Purchase	CCTV

Item	Description	Qty	Rate	Total
	RE: LIBRARY CAMERA SYSTEM			
HD SURVEILLA...	HD CAMERA SYSTEM INCLUDES ITEMS LISTED AND INSTALLED	1	3,962.00	3,962.00
HD-RECORDER	IP HIGH DEFINITION 8 CHANNEL VIDEO RECORDER, H.264, REMOTE ACCESS VIA INTERNET TO SMART PHONE OR I PHONE, RECORDS ON MOTION, 240fps.	1		0.00
HARD DRIVE	HARD DRIVE MEMORY STORAGE 4 TERABYTE (MEMORY STORAGE) 3 WEEKS OR BETTER	4		0.00
HD-CAMERA	IP COLOR CAMERA, EYEBALL, VERI-FOCAL, 4 MEGAPIXEL, 2.8 TO 12MM MANUAL ZOOM, LEDS FOR NIGHT VISION TO 90FT. HD 1080P (3 - OUT DOORS, 1 - INDOORS	4		0.00
HD-MONITOR	HD-LCD MONITOR 32' , HDMI	1		0.00
MATERIAL	INCLUDES: CATE5 CABLING, WEATHERPROOF BOX'S &COVERS, INTERNET CONNECT, SETUP PC SOFTWARE / SMART PHONE, LABOR	1		0.00
WARRANTY	2 YEAR PARTS AND 1 YEAR LABOR @ NO CHARGE Sales Tax	1	0.00 0.00%	0.00 0.00

Thank you for the oppertunity to do business with you. If you have read and agree with this quote please sign below, fax,e-mail or call to make arrangments and to provide you prompt service with the materials listed above. I have read this proposal in it's details, I agree and accept this bid.

Total \$3,962.00

Date _____

Phone	E- Mail / Website
805.215.8544	exclusivealarms@gmail.com www.exclusivealarms.net

Sign _____

ATTACHMENT 4

Estimate

*Exclusive Alarm Services Inc.
1746 So. Victoria Ave. Ste F-443
Ventura Ca. 93003*

Date	Estimate #
12/5/2019	1079 - L-BA

Buellton City Hall
P.O. Box 1819
Buellton Ca. 93427

Terms	Account No.
LEASE	MONITORED

Item	Description	Qty	Rate	Total
ALARM SYSTEM	RE: LIBRARY ALARM SYSTEM / SMOKE DETECTORS SECURITY SYSTEM INCLUDES ITEMS LISTED AND INSTALLED	1	1,689.00	1,689.00
SECURITY SYST...	ALARM CONTROL PANEL- DSC PC 1832, 8 ZONES ON BOARD / 32 ZONE HARD WIRE / WIRELESS CAPACITY, 72 USER CODES, 500 EVENT BUFFER, BACK-UP BATTERY AND TRANSFORMER	1		0.00
ARMING STATI...	KEYPAD DSC RFK5500 LCD FULL MESSAGE, W/PANIC BUTTON, MEDICAL AND FIRE, BUILD IN WIRELESS RECEIVER	1		0.00
WIRELESS CON...	WIRELESS DOOR / WINDOW CONTACT	4		0.00
MOTION DET.	MOTION DETECTOR WIDE ANGLE (HARD WIRE)	2		0.00
WIRELESS MOT...	MOTION DETECTOR WIDE ANGEL	2		0.00
WIRELESS REM...	WIRELESS PANIC BUTTON / ARM-DISARM	2		0.00
SMOKE DET.	COMBO HEAT/SMOKE DETECTOR. (HARDWIRE)	4		0.00
CELL COMMUN...	PRIMARY COMMUNICATOR / SECONDARY, INTERNET-CELLULAR / MOBILE APP - VIRTUAL KEYPAD, ARM / DISARM, ALL ACTIVITY NOTIFICATION,	1		0.00
MONTHLY MON...	BASIC MONITORING SERVICE TO BE AT \$ 65 PER MONTH / INCLUDES VERIZON CELL / NETWORK COM SERVICE		0.00	0.00

Thank you for the opportunity to do business with you. If you have read and agree with this quote please sign below, fax, e-mail or call to make arrangements and to provide you prompt service with the materials listed above. I have read this proposal in its details, I agree and accept this bid.

Total

Date _____

Phone	E- Mail / Website
805.215.8544	exclusivealarms@gmail.com www.exclusivealarms.net

Sign _____

Estimate

*Exclusive Alarm Services Inc.
1746 So. Victoria Ave. Ste F-443
Ventura Ca. 93003*

Date	Estimate #
12/5/2019	1079 - L-BA

Buellton City Hall
P.O. Box 1819
Buellton Ca. 93427

Terms	Account No.
LEASE	MONITORED

Item	Description	Qty	Rate	Total
TERM 1.	3 YEAR MONITORING AGREEMENT EXCLUSIVE ALARMS WILL PROVIDE FREE SERVICE MAINTENANCE DURING TERM DURING BUSINESS HOURS OF 8AM TO 5PM. M - FRI. BILLING WILL BE DONE QUARTERLY IN ADVANCE BY EXCLUSIVE ALARMS. Sales Tax		0.00	0.00
			0.00%	0.00

Thank you for the opportunity to do business with you. If you have read and agree with this quote please sign below, fax, e-mail or call to make arrangements and to provide you prompt service with the materials listed above. I have read this proposal in its details, I agree and accept this bid.

Total \$1,689.00

Date _____

Phone		E- Mail / Website
805.215.8544		exclusivealarms@gmail.com www.exclusivealarms.net

Sign _____

Staff Report for Item 6 will be presented at the Council meeting of March 12, 2020

- 6. Consideration of Request to Remove Bonding Requirement from Village Specific Plan Senior Affordable Housing Project - Case #14-FDP-02**