



# CITY OF BUELLTON

## CITY COUNCIL AGENDA

**Regular Meeting of August 13, 2020 at 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*

### **CORONAVIRUS (COVID-19) ADVISORY NOTICE**

Consistent with Executive Orders N-25-20 and N-29-20 from the Executive Department of the State of California and a Declaration of Local Health Emergency from the County of Santa Barbara, City Council meetings will not be physically open to the public and one or more (or even all) City Council Members may be teleconferencing into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting through the City's website, via City TV Live Stream at: <http://www.cityofbuellton.com/government/cityTV.php> and may provide public comment by sending comments via email to [council@cityofbuellton.com](mailto:council@cityofbuellton.com) (reference subject matter or agenda item in the subject line of email). Please include name and address in contents of message. Comments will then be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Mayor's discretion. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting but will not be read into the record.

Any member of the public who needs accommodations can contact the City Clerk at (805) 688-5177 and best efforts will be made to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City of Buellton's procedure for resolving reasonable accommodation requests.

### **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 July 9, 2020 Regular City Council Meeting**
2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2019/20 and Fiscal Year 2020/2021**
3. **Monthly Treasurer's Report – June 30, 2020**  
❖ (Staff Contact: Finance Director Shannel Zamora)
4. **Designation of Voting Delegate and Alternate for 2020 League of California Cities Annual Conference Business Meeting**  
❖ (Staff Contact: City Clerk Linda Reid)
5. **Acceptance of the Storm Drain Retrofit Project – Phase 1**  
❖ (Staff Contact: Public Works Director Rose Hess)

## PRESENTATIONS

6. **Recognition of Recent Eagle Scout Award Recipients from Buellton Scout Troop 42:**
  - **Jackson Davenport**
  - **Ashton Salas**
  - **Cole Snodgrass**
  - **Aidan Tesdahl**
  - **Calan Williams**

## 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)**

- 7. **Approval of Arts and Culture Project Application: “Best of Buellton” Public Murals**  
 ❖ *(Staff Contact: Recreation Supervisor Kyle Abello)*
- 8. **Consideration of Program Development Agreement with ENGIE Services U.S.**  
 ❖ *(Staff Contact: City Manager Scott Wolfe)*
- 9. **Discussion Regarding Flag Pole on Median 2**  
 ❖ *(Staff Contact: City Manager Scott Wolfe)*
- 10. **Resolution No. 20-21 – “A Resolution of the City Council of the City of Buellton, California, for the Purpose of Budget Amendments from Operational Changes Related to Fiscal Year 2019-20 Budget through the Fourth Quarter Ending June 30, 2020”**  
 ❖ *(Staff Contact: Finance Director Shannel Zamora)*

**CITY MANAGER’S REPORT**

**CLOSED SESSION ITEMS (POSSIBLE ACTION)**

- 11. **Closed Session Pursuant to Government Code Section 54956.9(d)(4) Potential Initiation of Litigation**
- 12. **Closed Session - California Government Code Section 54957 regarding: PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
**Title: City Attorney**
- 13. **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, and -035)**  
**Agency Negotiator: Scott Wolfe, City Manager**  
**Negotiating Party: Moriarty Property Company**  
**Under Negotiation: Price and Terms of Payment**

**ADJOURNMENT**

The next regular meeting of the City Council will be held on Thursday, August 27, 2020 at 6:00 p.m.

# CITY OF BUELLTON

## CITY COUNCIL MEETING MINUTES

Regular Meeting of July 9, 2020

City Council Chambers, 140 West Highway 246  
Buellton, California

### CALL TO ORDER

Mayor Sierra called the meeting to order at 6:10 p.m. via Zoom.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

**Present via Zoom:** Council Members Ed Andrisek, John Sanchez, Vice Mayor Art Mercado, and Mayor Sierra

**Absent:** Council Member King

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

Council Member King joined the meeting at 6:15 p.m.

### REORDERING OF AGENDA

None

### PUBLIC COMMENTS

Hudson Hornick, Buellton, commented about the spike in vehicle break-ins in the Rancho de Maria subdivision and wanted to know what the City Council was doing to address this issue.

### CONSENT CALENDAR

1. **Minutes of June 25, 2020 Regular City Council Meeting**
2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2019/20**

3. **Consideration of Amended Contract with Wallace Group for Fats/Oils/Grease (FOG), Sanitary Sewer Management Plan (SSMP), and Industrial Discharge (ID) Programs Implementation**
4. **Consideration of Amended Contract with Autosys for SCADA/Instrumentation/Electrical Technician Services**
5. **Approve the 2020 Buellton Sewer System Management Plan Update (SSMP)**
6. **Contract Amendment to the Agreement for Animal Control Services between the County of Santa Barbara and the City of Buellton – Fiscal Year 2020-21**

**MOTION:**

Motion by Vice Mayor Mercado, seconded by Council Member King, 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**

City Council Members all agreed that they would like to be able to attend Council meetings in person rather than virtually.

Mayor Sierra thanked Buellton residents for participating in the Fourth of July vehicle parade that traveled through the streets of Buellton.

Mayor Sierra thanked Council Member Sanchez for helping an injured person on the Avenue of Flags.

Mayor Sierra requested that everyone wear a mask to help curb the spread of COVID-19.

## WRITTEN COMMUNICATIONS

None

## COMMITTEE REPORTS

Council Member Andrisek announced that Central Coast Water Authority (CCWA) held their Operational Board meeting via Zoom today and that Public Works Director Hess attended the meeting and she provided an oral report for the record.

Council Member Sanchez announced that he attended an Arts and Culture Committee meeting this week and provided an oral report for the record.

## BUSINESS ITEMS

### 7. **Presentation on the Santa Ynez Valley Traffic Circulation and Safety Study**

#### **RECOMMENDATION:**

That the City Council receive the Santa Ynez Valley Traffic Circulation and Safety Study.

#### **STAFF REPORT:**

Public Works Director Hess presented the staff report.

#### **SPEAKERS/DISCUSSION:**

Michael Becker and Marjie Kirn with Santa Barbara County Association of Governments (SBCAG) joined the meeting via Zoom and presented the Santa Ynez Valley Traffic Circulation and Safety Study.

The City Council questioned the bottleneck of traffic on Highway 246 and ways to help slow vehicle speed on Highway 246.

#### **DOCUMENTS:**

Staff report with attachments as listed in the staff report.

### 8. **Presentation of Avenue of Flags Median 3 Concept Designs; Cal Poly Landscape Architecture Design Studio, Spring 2020**

#### **RECOMMENDATION:**

That the City Council review the videos and design posters regarding Median 3 Concept Designs presented by Cal Poly Landscape Architecture Design Studio students and provide comments related to the designs.

#### **STAFF REPORT:**

Contract City Planner Tucker presented the staff report.

**SPEAKERS/DISCUSSION:**

Planning Director Keefer displayed six individual two-minute videos exposing Median 3 Concept Designs that were created by students through the Cal Poly Landscape Architecture Design Studio.

David Watts representing Cal Poly Landscape Architecture Design Studio joined the meeting via Zoom and answered questions from the City Council regarding the Spring 2020 project.

Public comments were received and made part of the record from the Arts and Culture Committee, Peggy Brierton, Buellton, and Annie Yakutis, Buellton.

The City Council discussed the following issues:

- Council thanked the Planning staff and the Cal Poly students for their creativity and hard work in developing concept designs for Median 3
- Utilizing the amphitheater design on Median 3, adding restrooms, shade sails, and meandering pathways
- Choosing the best elements from each design concept to use in redesigning Median 3

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

9. **Ordinance No. 20-05 – “An Ordinance of the City Council of the City of Buellton, California, Considering Revisions to Title 19 (Zoning) of the Buellton Municipal Code (20-ZOA-02) Relating to Electric Vehicle Charging Station Permit Expediting, Amending Sections 19.02.030 and 19.12.020, and Adding Section 19.06.280” (Second Reading)**

**RECOMMENDATION:**

That the City Council consider adoption of Ordinance No 20-05.

**STAFF REPORT:**

Planning Director Andrea Keefer presented the staff report.

**SPEAKERS/DISCUSSION:**

The City Council questioned whether there are any pending charging station applications on file with the Planning Department. Planning Director Keefer stated there are no charging station applications currently on file but Ordinance No. 20-05 will expedite the process going forward.

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**MOTION:**

Motion by Council Member Sanchez, seconded by Council Member Andrisek adopting Ordinance No. 20-05 – “An Ordinance of the City Council of the City of Buellton, California, Considering Revisions to Title 19 (Zoning) of the Buellton Municipal Code (20-ZOA-02) Relating to Electric Vehicle Charging Station Permit Expediting, Amending Sections 19.02.030 and 19.12.020, and Adding Section 19.06.280” 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

- 10. Ordinance No. 20-06 – “An Ordinance of the City Council of the City of Buellton, California, Authorizing the Implementation of a Community Choice Aggregation Program by Participating in Central Coast Community Energy’s Community Choice Aggregation Program” (Second Reading)**

**RECOMMENDATION:**

That the City Council consider adoption of Ordinance No. 20-06.

**STAFF REPORT:**

City Manager Wolfe presented the staff report.

**SPEAKERS/DISCUSSION:**

J.R. Killigrew, representing MBCPA/CCCE joined the meeting via Zoom and answered questions from the City Council.

The City Council discussed how the Community Choice Aggregation Program would affect residents who have installed solar panels.

Public comments were received and made part of the record supporting Item 10 from the following individuals:

- Amy Wolfslau, Buellton
- Christine Herman, Buellton
- Kelly Gray, Los Olivos
- James Vollaro, Buellton
- Larry Bishop, Buellton

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**MOTION:**

Motion by Mayor Sierra, seconded by Council Member Sanchez, adopting Ordinance No. 20-06 – “An Ordinance of the City Council of the City of Buellton, California, Authorizing the Implementation of a Community Choice Aggregation Program by Participating in Central Coast Community Energy’s Community Choice Aggregation Program” by title only and waive further reading.

**VOTE:**

Motion passed by a roll call vote of 4-1, with Council Member King voting no.

Council Member Andrisek – Yes

Council Member King – No

Council Member Sanchez - Yes

Vice Mayor Mercado – Yes

Mayor Sierra – Yes

**11. Consideration of City Manager Contract Adjustment for Fiscal Year 2020-21****RECOMMENDATION:**

That the City Council consider approval of the 3% Cost of Living Adjustment (COLA) for City Manager Wolfe, effective July 1, 2020 and determine whether there are any other contract amendments that need to be considered at this time.

**STAFF REPORT:**

H.R. Director Reid presented the staff report.

**SPEAKERS/DISCUSSION:**

The City Council thanked City Manager Wolfe for his hard work and approved a 3% COLA and an additional 3 days of Management Leave annually.

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**MOTION:**

Motion by Vice Mayor Mercado, seconded by Council Member King approving a 3% COLA for City Manager Wolfe and an additional three days of Management Leave (total of eight days annually), effective July 1, 2020.

**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**

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

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

**ADJOURNMENT**

Mayor Sierra adjourned the regular meeting at 8:22 p.m. The next regular meeting of the City Council will be held on Thursday, August 13, 2020 at 6:00 p.m. The regular City Council meeting of July 23 has been cancelled.

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Holly Sierra  
Mayor

ATTEST:

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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: August 13, 2020

Subject: List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2019/20 and Fiscal Year 2020/2021

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**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 07/01/2020 through 08/04/2020 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, 07/01/2020 through 08/04/2020, and electronic fund transfers issued for the period of 07/01/2020 through 08/04/2020 was \$1,382,429.41.

**FISCAL IMPACT**

Payments made to the various vendors were consistent with the approved City's Budget for FY 2019/20 and FY 2020/21. 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 07/01/2020 through 08/04/2020.

**ATTACHMENTS**

Attachment 1 – Claims

# ATTACHMENT 1

## CONSOLIDATED CLAIMS DISBURSEMENT

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

The following is a list of claims for the period of **July 01, 2020 through August 04, 2020** for ratification by the City Council at the **August 13, 2020** City Council Meeting.

### EXHIBIT A - A/P Packets processed

A/P Packet # APPKT01332	6,361.38
A/P Packet # APPKT01329	304,822.29
A/P Packet # APPKT01328	87,603.50
A/P Packet #APPKT01323	4,175.43
A/P Packet #APPKT01322	95,529.09
A/P Packet #APPKT01318	53,005.83
A/P Packet #APPKT01317	4,563.34
A/P Packet #APPKT01313	399,657.11
Total A/P Packets:	<u>\$955,717.97</u> (16 pages)

Utility Packet #UBPKT02184	102.47 (1 page)
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Total of checks issued:	<u>\$955,820.44</u>
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### EXHIBIT B - Payments via Electronic Fund Transfer (EFT)

EFT Total:	<u>\$258,055.87</u>
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#### Payroll processed

Staff Payroll	7/2/2020	53,884.17
Staff Payroll	7/17/2020	57,923.28
Staff Payroll (Chk)	7/17/2020	71.25
CC Payroll	7/23/2020	2,329.83
Staff Payroll	7/31/2020	54,344.57
Total Payroll:		<u>\$168,553.10</u>

<b>TOTAL AMOUNT OF CLAIMS:</b>	<u><b>\$1,382,429.41</b></u>
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**EXHIBIT B**

Payments via Electronic Fund Transfer (EFT):  
From 07/01/2020 through 08/04/2020

CalPERS - Medical	7/3/2020	24,469.57
Payroll Tax - IRS	7/3/2020	9,840.85
CalPERS - Classic	7/3/2020	5,795.43
CalPERS - PEPR	7/3/2020	4,250.70
Payroll Tax - EDD	7/3/2020	3,394.19
The Hartford	7/6/2020	414.20
DCP-AUL	7/6/2020	10,937.61
Hassler - Postage	7/13/2020	300.00
Bank Fee	7/13/2020	104.05
AFLAC	7/14/2020	422.37
Payroll Tax - IRS	7/20/2020	10,375.73
Payroll Tax - EDD	7/20/2020	3,575.68
CalPERS - Classic (Unfunded Liability)	7/21/2020	148,378.00
CalPERS - PEPR (Unfunded Liability)	7/21/2020	775.00
CalPERS - Classic	7/21/2020	6,218.87
CalPERS - PEPR	7/21/2020	4,651.64
CalPERS - Classic	7/24/2020	164.96
Payroll Tax - IRS	7/24/2020	70.48
CalPERS - PEPR	7/24/2020	66.55
Payroll Tax - IRS	8/3/2020	9,718.98
Payroll Tax - EDD	8/3/2020	3,339.88
CalPERS - Classic	8/4/2020	6,121.50
CalPERS - PEPR	8/4/2020	4,669.63

**Total**

**258,055.87**



# Check Disbursements - City Council - August 13, 2020

City of Buellton, CA

By Payment Number

Payment Dates 7/1/2020 - 8/4/2020

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
39790	7/7/2020 INV0012148	001184 6/27/2020 - MISC SUPPLIES	ALBERTSONS/SAFEWAY	001-565-61130		42.43 42.43
39791	7/7/2020 ACIP54 ACIP54 ACIP54	000168 7/1/2020-7/1/2021 - GOVT CRIME POLICY 7/1/2020-7/1/2021 - GOVT CRIME POLICY 7/1/2020-7/1/2021 - GOVT CRIME POLICY	ALLIANT INSURANCE INC.	001-410-50600 005-701-50600 020-601-50600		788.00 262.66 262.67 262.67
39792	7/7/2020 INV0012147 INV0012147 INV0012147 INV0012147 INV0012147 INV0012147 INV0012147 INV0012147 INV0012147 INV0012147 INV0012147 INV0012147	000072 FY 2020-21 Workers Compensation FY 2020-21 Workers Compensation FY 2020-21 Workers Compensation FY2020-2021 - GENERAL LIABILITY CONTRIBUTION FY 2020-21 Workers Compensation FY 2020-21 Workers Compensation FY2020-2021 - GENERAL LIABILITY CONTRIBUTION FY 2020-21 Workers Compensation FY2020-2021 - GENERAL LIABILITY CONTRIBUTION	CA JOINT POWERS INS AUTHORITY	001-401-50300 001-402-50300 001-403-50300 001-410-50600 001-420-50300 001-511-50300 001-558-50300 001-565-50300 005-701-50300 005-701-50600 020-601-50300 020-601-50600		136,062.00 2,545.00 6,112.00 2,571.00 59,875.00 4,212.00 9,495.00 10,225.00 8,373.00 8,842.00 7,485.00 8,842.00 7,485.00
39793	7/7/2020 INV0012132	001389 FY2020-2021 - Non-Profit - Grant Funding	CA ORGANIZATION FOR PUBLIC SAFETY INC.	001-410-67200		4,284.00 4,284.00
39794	7/7/2020 94650348	001316 6/30/2020-Bllng#1-StormDrainRetrofitProjPhase1	CalPortland Construction	092-314-74100	09231474100	91,993.25 91,993.25
39795	7/7/2020 INV0012142	000105 5/25-6/25/2020-Irrigation Service 595 2nd/OakVlly	CITY OF BUELLTON	001-552-61211		1,871.25 1,871.25
39796	7/7/2020 3402	000107 JULY 2020 - TRANSIT SERVICE	CITY OF LOMPOC	027-559-67445		1,666.66 1,666.66
39797	7/7/2020 26234366	000112 6/26/2020 - PD/LIB - PEST CONTROL	CLARK PEST CONTROL	001-558-60800		159.00 159.00
39798	7/7/2020 21705 21705 21710 21712 21714 21714 21714 21722 MSP-4003644	000655 6/19/2020 - IT SRVC - ON-SITE SUPPORT 6/19/2020 - IT SRVC - ON-SITE SUPPORT July2020-June2021-BarracudaBackupUpdates/CldStorge 6/23/2020 - IT SRVC - MIGRATE FILE SERVER 6/26&29/2020 - IT SERVICES - ON-SITE SUPPORT 6/26&29/2020 - IT SERVICES - ON-SITE SUPPORT 6/26&29/2020 - IT SERVICES - ON-SITE SUPPORT JULY2020-JUNE2021 - MsgArchvr-AnnualRenewal JULY 2020 - REV-SRVC AGRMNT - GUARDIAN MSP	COAST NETWORKX, INC.	001-403-60210 001-420-60210 001-410-60210 001-410-60210 001-402-60210 001-410-60210 001-420-60210 001-410-60210 001-410-60210		6,545.50 333.33 666.67 2,062.00 750.00 333.33 312.50 666.67 626.00 795.00
39799	7/7/2020 912075	000118 5/29-6/28/2020 - REC - Copier Overage	COASTAL COPY, INC.	001-511-61130		87.91 87.91
39800	7/7/2020 INV0012128	000122 6/29-7/28/2020 - WWTP - INTERNET SERVICES	COMCAST CABLE	005-701-60210		236.01 236.01
39801	7/7/2020 INV0012129	000122 6/26-7/25/2020 - CH/Plng - INTERNET SERVICES	COMCAST CABLE	001-410-61292		286.01 286.01

Check Disbursements - City Council - August 13, 2020

Payment Dates: 7/1/2020 - 8/4/2020

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
39802	7/7/2020 INV0012130	000122 6/25-7/24/2020 - REC - TELEPHONE & INTERNET SRVC	COMCAST CABLE	001-511-61290		208.66 208.66
39803	7/7/2020 INV0012140	001507 6/22-26/2020 - REC - ARCHITECTURE CLASS	ELIZABETH P ALVAREZ	001-511-67140		808.50 808.50
39804	7/7/2020 420031	000192 6/17/2020 - WTP - MISC MAINT/REPAIR ITEMS	FILTRONICS	092-603-74100	09260374100	112.78 112.78
39805	7/7/2020 W19368 W19522	000649 04/2020-06/2020 - WWTP - MAINTENANCE SERVICE 6/12/2020 - WWTP - MAINTENANCE SERVICES	FLUID RESOURCE MANAGEMENT, INC.	005-701-60250 005-701-60250		2,071.94 933.19 1,138.75
39806	7/7/2020 INV0012135 INV0012136 INV0012137 INV0012138	001015 6/30/2020 - REFUND - Developer Deposit 17-DPM-01 6/30/2020 - REFUND - DEVELOPER DEPOSIT 18-DPM-01 6/30/2020 - REFUND - DEV DEPOSIT 13-TE-03/13-ND-02 6/30/2020 - REFUND - DEV DEPOSIT - 16-FDP-04	Flying Flags Travel Park	001-22416 001-22416 001-22416 001-22416	90047-001 90053-001 90016-001 90040-001	40,151.88 1,000.00 1,000.00 9,143.66 29,008.22
39807	7/7/2020 INV0012141 INV0012141 INV0012141 INV0012141	001040 6/19-7/18/2020 - TELEPHONE SERVICES 6/19-7/18/2020 - TELEPHONE SERVICES 6/19-7/18/2020 - TELEPHONE SERVICES 6/19-7/18/2020 - TELEPHONE SERVICES	FRONTIER COMMUNICATIONS	001-410-67705 001-565-67705 005-701-67705 020-601-67705		2,010.51 372.99 448.46 629.59 559.47
39808	7/7/2020 INV0012134	000228 3/19-6/18/2020-Reimbursement- SBACityAssocGovtMtgs	HOLLY SIERRA	001-401-60710		143.98 143.98
39809	7/7/2020 INV0012139	001506 6/22-24/2020 - REC - HORSEBACK CAMP	JENNIFER WOOTEN dba	001-511-67140		1,881.00 1,881.00
39810	7/7/2020 34308CIT 34308CIT	000252 6/8/2020 - PW/WTP - VEHICLE MAINT 6/8/2020 - PW/WTP - VEHICLE MAINT	JIM VREELAND FORD	001-558-60270 020-601-60270		97.85 48.92 48.93
39811	7/7/2020 4404	001173 6/18/2020 - WWTP - MAINT/REPAIR ITEMS	JV Outdoor Power Equipment	005-701-61140		98.24 98.24
39812	7/7/2020 28817	001505 6/15/2020 - WTP - CAMERA INSPECT WATER LINE	LOMPOC TNT PLUMBING, INC.	020-601-60250		80.00 80.00
39813	7/7/2020 4218	000353 MAY 2020 - COB - MONTHLY WEBSITE MAINTENANCE	MICHAEL J. BOGGESS dba	001-410-61292		100.00 100.00
39814	7/7/2020 785816	000342 6/24/2020 - WWTP - MISC MAINT/REPAIR ITEMS	NIELSEN BUILDING MATERIALS, INC	005-701-60250		22.20 22.20
39815	7/7/2020 4372-144231	000801 6/25/2020 - WTP - VEHICLE MAINTENANCE	O'REILLY AUTOMOTIVE STORES, INC.	020-601-60270		4.30 4.30
39816	7/7/2020 INV0012126 INV0012126	000379 JULY 2020 - UB - POSTAGE JULY 2020 - UB - POSTAGE	POSTMASTER	005-701-61131 020-601-61131		520.00 260.00 260.00
39817	7/7/2020 97289617	000380 5/20-6/20/2020 - WWTP - CYLINDER RENTAL	PRAXAIR DISTRIBUTION, INC.	005-701-61111		52.68 52.68
39818	7/7/2020 5555	001336 06/15/2020 - PW - AOF - FLAG MAINT	RANCH HANDS CONSTRUCTION, LLC	001-558-60800		675.00 675.00
39819	7/7/2020 A107200042	000706 SRVCS->7/31/2020 - IRIDIUM SIM CARD - GSA PLAN	SATCOM GLOBAL, INC.	001-410-60014		54.08 54.08
39820	7/7/2020 INV0012144	000507 5/27-6/24/2020 - PW - UTILITY GAS	SoCalGas	001-410-61230		50.16 50.16

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39821	7/7/2020 INV0012146	000507 5/21-6/22/2020 - LIB - UTILITIES GAS	SoCalGas	001-510-61230		15.78 15.78
39822	7/7/2020 INV0012145	000507 5/21-6/22/2020 - COB - UTILITIES GAS	SoCalGas	001-410-61230		19.18 19.18
39823	7/7/2020 INV0012143 INV0012143	000978 5/16-6/15/2020 - MISC OFFICE SUPPLIES 5/16-6/15/2020 - MISC OFFICE SUPPLIES	Staples Credit Plan	001-410-61130 001-558-61130		70.65 55.37 15.28
39824	7/7/2020 INV0012131	000766 2020-2021 - Non-Profit - Community Support	SYV FRUIT & VEGETABLE RESCUE	001-410-67200		4,692.00 4,692.00
39825	7/7/2020 INV0012133	000496 FY2020-2021 - Non-Profit - Contribution	SYV SENIOR CITIZENS FOUNDATION	001-410-67205		66,300.00 66,300.00
39826	7/7/2020 025-300335 025-300335 025-300335	000862 8/1/2020-7/31/2021 - INCODE SYSTEM MAINTENANCE 8/1/2020-7/31/2021 - INCODE SYSTEM MAINTENANCE 8/1/2020-7/31/2021 - INCODE SYSTEM MAINTENANCE	TYLER TECHNOLOGIES, INC.	001-410-60210 005-701-60210 020-601-60210		16,873.60 5,624.54 5,324.53 5,924.53
39827	7/7/2020 417711736	000904 6/25-7/24/2020 - REC - TELEPHONE & INTERNET SRVC	US BANK EQUIPMENT FINANCE	001-565-60310		482.32 482.32
39828	7/7/2020 INV970899-072020	001388 JULY 2020 - VB - HOA FEES - 597 AOF #101	VINTAGE WALK OWNERS ASSOCIATION	001-410-60900		148.80 148.80
39829	7/7/2020 51196	000677 ProfSrvcs->5/31/2020-RegComplianceSrvcs 2019-2020	WALLACE GROUP	005-701-60800		11,196.00 11,196.00
39830	7/7/2020 RE30BE-20-21	001261 AUG2020-JULY2021 - ANNUAL MEMBERSHIP RENEWAL	Water Environment Federation (WEF)	005-701-60650		332.00 332.00
39831	7/7/2020 5010865337	001063 7/5-8/4/2020 - REC - COPIER LEASE	Wells Fargo Vendor Fin Serv	001-511-60310		139.00 139.00
39832	7/7/2020 2227	001176 2020-2021 - Non-Profit - Community Support	Zaca Center Preschool, Inc.	001-410-67200		6,222.00 6,222.00
39833	7/14/2020 0650063 0650063 0650063 0650063 0650063 0650063 0650063 0650063 0650063 0650063	000820 August 2020 - Dental/Vision/EAP Premiums August 2020 - Dental/Vision/EAP Premiums	ACWA/JPIA	001-401-50400 001-402-50400 001-403-50400 001-420-50400 001-511-50400 001-558-50400 001-565-50400 005-701-50400 020-601-50400		3,313.49 613.06 185.30 69.15 200.79 502.68 590.78 249.94 450.89 450.90
39834	7/14/2020 INV0012159	001447 6/23-7/9/2020 - REC - YOGA CLASSES	BARBARA LAUX	001-511-67140		150.00 150.00
39835	7/14/2020 1988	001087 7/1/2020-6/30/2021 - EARLY/ANNUAL UPG 500 ADMIN	BPMS Software	020-601-60210		300.00 300.00
39836	7/14/2020 INV0012150	000062 5/11/2020 - HR - PRE-EMPLOY TESTING	BUELLTON MEDICAL CENTER	001-403-60022		185.00 185.00
39837	7/14/2020 200601049 200601049 200601049	000172 7/1-31/2020 - MsgSrvc/AnsSrvc 7/1-31/2020 - MsgSrvc/AnsSrvc 7/1-31/2020 - MsgSrvc/AnsSrvc	ECHO COMMUNICATIONS	001-558-60800 005-701-60800 020-601-60800		132.30 44.10 44.10 44.10

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39838	7/14/2020 06X00002	000598 JUNE 2020 - WWTP - BIO SOLIDS WASTE HANDLING	ENGEL & GRAY, INC.	005-701-60800		6,793.66 6,793.66
39839	7/14/2020 S100032072-001 S100032091-001	001364 6/30/2020 - WTP - MISC MAINT/REPAIR ITEMS 6/30/2020 - WTP - TOOLS	FAMCON PIPE & SUPPLY-SM	020-601-60250 020-601-61127		553.84 465.48 88.36
39840	7/14/2020 T19521 W19567	000649 JUNE 2020 - WWTP - SALARIES MONTLY SRVCS 6/23/2020 - WWTP - MAINT/REPAIR SERVICES	FLUID RESOURCE MANAGEMENT, INC.	005-701-60800 005-701-60250		5,408.05 4,309.05 1,099.00
39841	7/14/2020 INV0012153	000197 FY2020-2021 - NON-PROFIT GRANT	FOODBANK OF SB COUNTY	001-410-67200		5,508.00 5,508.00
39842	7/14/2020 1963	000739 3/26/2020 - PW - NEW WATER SRVC INSTALL	HANLY GENERAL ENGINEERING CORP.	092-610-74100	09261074100	10,450.00 10,450.00
39843	7/14/2020 SIN001973 SIN001973	001028 6/25/2020 - 2019Q4 - Sales Tax AuditServices 6/25/2020-Sales Tax Services	Hinderliter de Llamas & Associates (hdl)	001-420-60800 001-420-60800		1,536.84 431.58 1,105.26
39844	7/14/2020 INV0012156 INV0012156 INV0012156	000813 JUNE 2020 - MISC MAINT/REPAIR ITEMS JUNE 2020 - MISC MAINT/REPAIR ITEMS JUNE 2020 - MISC MAINT/REPAIR ITEMS	HOME DEPOT CREDIT SERVICES	001-552-60059 005-701-60250 020-601-60250		1,313.45 165.30 725.26 422.89
39845	7/14/2020 1744728538	001473 JUNE 2020 - CityCouncil - Conference Calls	INTRADO ENTERPRISE COLLABORATION, INC.	001-401-60900	EM001070	289.04 289.04
39846	7/14/2020 INV0012155 INV0012155	001512 7/6/2020 - REFUND - RVP - SECURITY DEPOSIT & FEE 7/6/2020 - REFUND - RVP - SECURITY DEPOSIT & FEE	LAWRENCE SANDOVAL	001-22510 001-44020		140.00 100.00 40.00
39847	7/14/2020 INV0012152 INV0012152	000142 June 2020 - CH/LIB/Prk/DryInd - Janitorial Service June 2020 - CH/LIB/Prk/DryInd - Janitorial Service	LOGAN R. FITZGERALD dba	001-552-60800 001-558-60800		2,585.00 945.00 1,640.00
39848	7/14/2020 INV0012158	011343 6/24-7/8/2020 - REC - YOGA CLASS	MARIANNE MADSEN	001-511-67140		220.00 220.00
39849	7/14/2020 INV0012154	001511 7/8-29/2020 - REFUND - REC - ARCHERY CLASS	MARION WHEELER	001-511-67140		60.00 60.00
39850	7/14/2020 INV0012157	001377 3/9-7/8/2020 - REC - SPIN/SCULPT	MARNA PALSGAARD	001-511-67140		236.25 236.25
39851	7/14/2020 2020-0707-buel 2020-0707-buel	000835 JUNE 2020 - Plng - PROF SRVCS - CITY PLANNER JUNE 2020 - Plng - PROF SRVCS - CITY PLANNER	METRO VENTURES LTD	001-22416 001-565-60800	90057-070	7,776.00 405.00 7,371.00
39852	7/14/2020 787634 787702 788008	000342 7/2/2020 - PW - SUPPLIES 7/2/2020 - PW - SUPPLIES 7/3/2020 - WTP - MISC MAINT/REPAIR ITEMS	NIELSEN BUILDING MATERIALS,INC	001-558-60250 001-558-60250 020-601-60250		58.47 15.04 15.02 28.41
39853	7/14/2020 INV0012162	000352 6/10-7/7/2020 - PW - ELECTRIC SERVICE 202DAIRYLAND	P G & E	001-558-61241		251.60 251.60
39854	7/14/2020 10F0029022365 10F0029022365 10F0029022365 10F0029022381	000032 5/27-6/26/2020 - CH - DRINKING WATER 5/27-6/26/2020 - CH - DRINKING WATER 5/27-6/26/2020 - CH - DRINKING WATER 5/27-6/26/2020 - LIB - WATER SERVICE	READY REFRESH BY NESTLE	001-410-60800 005-701-60800 020-601-60800 001-410-60800		174.93 67.88 49.76 49.76 7.53

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39855	7/14/2020 114312	001002 6/24/2020 - WTP - MISC SAFETY SUPPLIES	ROBERTSON SUPPLY	020-601-67600		393.55 393.55
39856	7/14/2020 INV0012149	001509 5/14/2020 - REC - A&C - SYV TEEN ARTS	SANTA BARBARA FOUNDATION	001-511-67141		2,500.00 2,500.00
39857	7/14/2020 2024 2283 2286 INV0012151 INV0012151 INV0012151 INV0012151 INV0012151	001510 7/2/2020 - SYVTimes - CC - Ntc - GENERAL ELECTION 7/2/2020 -PLNG-SYVNews-NtcOfPblctn-ORD# 20-05 7/2/2020 - SYVTimes - NtcInto-ORD# 20-06 6/9&11/2020 - REC - # 698 - SUMMER 6/16&18/2020 - REC - # 999 - SUMMER 6/23&25/2020 - REC - # 1584 - DAY CAMP 6/30/2020 - REC - # 2111 - HAPPY INDEPENDE DAY 6/2&4/2020 - REC - # 474 - SUMMER	SANTA MARIA CALIFORNIA NEWS MEDIA INC. dba	001-401-60013 001-565-60520 001-403-60520 001-511-60510 001-511-60510 001-511-60510 001-511-60510 001-511-60510		371.28 99.60 82.68 85.50 23.00 23.00 23.00 11.50 23.00
39858	7/14/2020 INV0012160 INV0012160 INV0012160 INV0012160	000438 JUNE 2020 - MISC MAINT/REPAIR JUNE 2020 - MISC MAINT/REPAIR JUNE 2020 - MISC MAT'L/SUPPLIES JUNE 2020 - MISC MAT'L/SUPPLIES	SANTA YNEZ VALLEY HARDWARE	001-558-60250 005-701-60250 005-701-61111 005-701-61127		360.83 132.50 23.68 151.88 52.77
39859	7/14/2020 5752	001116 7/6/2020 - REC - JULY A 2020 ISSUE - ADVERTISEMENT	SANTA YNEZ VALLEY STAR	001-511-60510		128.00 128.00
39860	7/14/2020 458302	000161 JUNE 2020 - HR - FINGERPRINTING	STATE OF CALIFORNIA - DOJ	001-403-60022		32.00 32.00
39861	7/14/2020 INV0012161 INV0012161	001071 JUNE 2020 - MISC MAINT/REPAIR ITEMS JUNE 2020 - MISC MAINT/REPAIR ITEMS	Tractor Supply Co	001-552-60258 001-558-60250		34.10 23.34 10.76
39862	7/14/2020 62020070 62020070	000535 JUNE 2020 - NewTktChrgs/MnthlyDBMaintFee JUNE 2020 - NewTktChrgs/MnthlyDBMaintFee	UNDERGROUND SERVICE ALERT	005-701-60800 020-601-60800		33.10 16.55 16.55
39863	7/14/2020 66171156 66171156 66171156 66171156	000768 JUNE 2020 - FUEL CHARGES JUNE 2020 - FUEL CHARGES JUNE 2020 - FUEL CHARGES JUNE 2020 - FUEL CHARGES	WEX BANK	001-511-61280 001-558-61280 005-701-61280 020-601-61280		1,717.05 639.05 359.34 359.33 359.33
39865	7/21/2020 INV0012190 INV0012190	000028 June 2020 - Mats/Towels Service June 2020 - Mats/Towels Service	ARAMARK UNIFORM SERVICES INC	001-558-60800 005-701-60800		591.40 473.12 118.28
39866	7/21/2020 35752817	001214 July 2020 - CH - Telephone System Lease	AVAYA Financial Services	001-410-60310		402.22 402.22
39867	7/21/2020 254541 254542 254542	000065 April 2020 - Legal Services - Retainer April 2020 - Legal Services April 2020 - Legal Services	BURKE, WILLIAMS & SORENSEN, LLP	001-404-60840 001-404-60840 092-307-71200	09230771200	19,494.88 10,250.00 6,289.38 2,955.50
39868	7/21/2020 2007-582987	000076 7/7/2020 - PW - Misc Maint/Repair Items	CAL-COAST IRRIGATION, INC.	001-558-60250		18.81 18.81
39869	7/21/2020 913867 914197	000118 6/16-7/15/2020 - HR - Copier Overage Charge 6/18-7/17/2020 - AR/FD/CH - Copier Overage Charges	COASTAL COPY, INC.	001-410-61130 001-410-61130		1,078.90 45.15 1,033.75
39870	7/21/2020 INV0012191	000122 7/18-8/17/2020 - CC Chamber - Internet Service	COMCAST CABLE	001-410-61292		157.29 157.29

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39871	7/21/2020 INV0012192	001514 7/20/2020 - REFUND-Overpayment-Home Occupation Fee	DONALD R. PAYNE	001-49566		20.00 20.00
39872	7/21/2020 INV0012193 INV0012193	000440 8/22/2020 - REFUND-RVP SecurityDpst&Fee(Cvd-19) 8/22/2020 - REFUND-RVP SecurityDpst&Fee(Cvd-19)	HOUSING AUTHORITY of SB COUNTY	001-22510 001-44020		560.00 400.00 160.00
39873	7/21/2020 200506-004 200506-004	000258 4/30/2020 - UB - Window & Return Envelopes 4/30/2020 - UB - Window & Return Envelopes	JOHN P. SUREY dba	005-701-61130 020-601-61130		1,072.11 536.05 536.06
39874	7/21/2020 INV0012197 INV0012197 INV0012197 INV0012197 INV0012197 INV0012197 INV0012197 INV0012197 INV0012197 INV0012197	000352 6/5-7/5/2020 - Electrical Services 6/5-7/5/2020 - Electrical Services	P G & E	001-410-61241 001-501-61241 001-510-61241 001-550-61241 001-552-61241 001-556-61241 001-565-61241 005-701-61241 020-601-61241		27,181.95 988.36 569.44 239.92 4,642.69 349.24 101.13 224.24 8,794.58 11,272.35
39875	7/21/2020 012586	000851 Srvcs->4/30/2020 - Retention Release - Hwy246/Syc	R. BURKE CORPORATION	092-306-74100	09230674100	23,612.92 23,612.92
39876	7/21/2020 INV0012196	000445 FY2020-2021 - LAFCO - COB share operating costs	SB CO AUDITOR CONTROLLER	001-410-67430		1,465.00 1,465.00
39877	7/21/2020 19-5140	000450 6/1-28/2020 - Motor Deputy FY 2019/2020	SB CO SHERIFF'S DEPARTMENT	001-501-60800		17,965.27 17,965.27
39878	7/21/2020 INV0012194	001390 July 2020 - REIMBURSEMENT - MERP per Contract	SCOTT WOLFE	001-402-50400		750.00 750.00
39879	7/21/2020 0187485	001168 6/1-30/2020 - CH - Shredding Services	The DocuTeam	001-410-60900		30.00 30.00
39880	7/21/2020 9858234257 9858234257 9858234257 9858234257 9858234257 9858234257 9858234257 9858234257	000556 7/9-8/8/2020 - Wireless Telephone Services 7/9-8/8/2020 - Wireless Telephone Services	VERIZON WIRELESS	001-410-60014 001-410-67705 001-511-61290 001-558-67705 001-565-60900 001-565-67705 005-701-67705 020-601-67705		639.53 1.38 91.96 41.61 146.21 31.00 91.74 49.56 186.07
39881	7/21/2020 INV2199490 INV2199490 INV2199490 INV2199490 INV2199490 INV2199490 INV2199490 INV2199490 INV2199490 INV2199490	001207 JUNE 2020 - FSA FEES JUNE 2020 - FSA FEES	WAGeworks INC.	001-401-50400 001-402-50400 001-403-50400 001-420-50400 001-511-50400 001-558-50400 001-565-50400 005-701-50400 020-601-50400		148.00 21.69 10.85 10.85 22.02 19.25 17.35 9.45 18.27 18.27
39882	7/21/2020 5011112123	001063 7/24-8/23/2020 - CH - Copier Lease	Wells Fargo Vendor Fin Serv	001-410-60310		340.81 340.81
39883	7/21/2020 51607728	001111 EngSrvcs->6/26/2020 - Encroachment Permit Services	TETRA TECH, INC.	025-557-60800		4,175.43 1,519.28

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	51607729	EngSrvcs->6/26/2020 - Crossroads		001-22416	90010-070	1,196.11
	51607730	EngSrvcs->6/26/2020 - Townhomes		001-22416	90021-070	1,004.26
	51607731	EngSrvcs->6/26/2020 - 73 Ind Way Figueroa		001-22416	90037-070	455.78
39888	7/28/2020	000326	MNS ENGINEERS, INC.			87,603.50
	75534	JUNE 2020 - CITY ENGINEER/PUBLIC WORKS		025-554-60800		22,500.00
	75535	JUNE 2020 - CITY ENGINEER/PUBLIC WORKS		025-554-60800		12,546.25
	75536	JUNE 2020 - CITY/TRANSPORTATION PLANNING		029-557-60800		6,641.25
	75537	JUNE 2020 - CITY/EASEMENT MAPPING		020-601-60830		240.00
	75538	JUNE 2020 - CITY/SEWER NETWORK		005-701-60830		240.00
	75539	JUNE 2020 - City Storm Water Management Plan		001-551-60800		19,859.00
	75540	JUNE 2020 - CITY/UPDATE WATER		020-601-60830		1,060.00
	75541	JUNE 2020 - CITY/MISC. PLANNING SUPPORT		001-565-60830		1,695.00
	75542	JUNE 2020 - BACKFLOW PREVENTION PROGRAM		020-601-60830		2,750.00
	75543	JUNE 2020 - MEDIAN 2 PARKING LOT		092-215-71500	09221571500	4,389.00
	75544	JUNE 2020 - 2019/20 RdMaint&CitywideConcreteRprPrj		092-318-71500	09231871500	14,523.00
	75545	JUNE 2020 - TRANSITION SERVICES		025-554-60800		1,160.00
39889	7/28/2020	000005	ABALONE COAST ANALYTICAL, INC.			1,394.00
	4996	JUNE 2020 - WWTP - CHEMICALS/ANALYSIS		005-701-61111		1,191.60
	5000	JUNE 2020 - DWTP - CHEMICALS/ANALYSIS		020-601-61111		202.40
39890	7/28/2020	000509	ALAN NEEDHAM dba			25,617.19
	28307	JUNE 2020 - PRKS&MEDIANS LANDSCAPE SERVICE		001-552-60800		11,200.00
	28307	JUNE 2020 - FAC&STREETS LANDSCAPE SERVICE		001-556-60800		3,960.00
	28308	JUNE 2020 - VVP - MONTHLY LANDSCAPE		001-552-60800		3,220.00
	28347	6/17/2020 - VVP - SPRINKLER REPAIR		001-552-60800		259.94
	28360	6/5/2020 - S-10 - TREE TRIMMING		001-556-60800		350.00
	28363	6/17&19/2020 - SPRINKLER REPAIR		001-552-60800		1,293.70
	28364	5/18,29&6/12/2020 - SPRINKLER REPAIR		001-552-60800		1,099.46
	28365	6/26/2020 - SPRINKLER REPAIR		001-556-60800		283.45
	28366	6/23/2020 - IRRIGATION REPAIR		001-556-60800		2,558.14
	28393	6/27/2020 - 202 DAIRYLAND - LANDSCAPING		001-556-60800		1,392.50
39891	7/28/2020	000189	ALL AMERICAN DRILLING, INC.			109,877.12
	2244	6/15-7/10/2020 - WTP - REPLACE PUMP SYSTEM		092-603-74100	09260374100	109,877.12
39892	7/28/2020	000718	AUTOSYS, INC.			9,163.63
	2667	6/25/2020 - WTP - PANEL/SYSTEM REPAIR		020-601-60800		175.63
	2668	6/1-3-2020 - WWTP - IT PROGRAMMING - SCADA		005-701-60800		2,610.00
	2673	6/8&10/2020 - WTP - IT & IN-FIELD TECH SRVC		020-601-60800		2,095.00
	2674	6/11/2020 - WTP - INFIELD TECH SERVICE		020-601-60800		808.00
	2675	6/11-13/2020 - WTP - IN FIELD - TECH SERVICE		020-601-60800		2,025.00
	2676	6/27&30/2020 - WTP - IT PROGRAMMING		020-601-60800		1,450.00
39893	7/28/2020	001372	BRENNTAG PACIFIC, INC.			2,544.97
	BPI62427	7/1/2020 - WTP - CHEMICALS		020-601-61111		985.72
	BPI65091	7/16/2020 - WTP - CHEMICALS		020-601-61111		1,559.25
39894	7/28/2020	000121	BUELLTON VISITORS BUREAU			32,500.00
	INV0012215	JULY 2020 - VB - MONTHLY PAYMENT PER CONTRACT		001-410-67790		32,500.00
39895	7/28/2020	000072	CA JOINT POWERS INS AUTHORITY			1,100.00
	ENVIR00952	7/1/20-7/1/2021 - InsPremium-Pollution Liability		001-410-50610		1,100.00
39896	7/28/2020	000076	CAL-COAST IRRIGATION, INC.			33.62
	2004-573033	4/6/2020 - WTP - MISC MAINT/REPAIR ITEMS		020-601-60250		10.49
	2007-582917	7/7/2020 - 202 DAIRYLAND - MISC MAINT/REPAIR ITEMS		001-558-60250		23.13
39897	7/28/2020	001316	CalPortland Construction			257.89
	94664544	7/9/2020 - WWTP - TRANSPORT FLAG POLE		001-558-60250		257.89

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39898	7/28/2020 3662	000107 AUGUST 2020 - TRANSIT SERVICES	CITY OF LOMPOC	027-559-67445		1,666.66 1,666.66
39899	7/28/2020 26234367	000112 7/17/2020 - PD/LIB - PEST CONTROL	CLARK PEST CONTROL	001-558-60800		159.00 159.00
39900	7/28/2020 975565	000115 6/29/2020 - WWTP - SAMPLE TESTING	CLINICAL LAB OF SAN BERNARDINO Inc.	005-701-61111		65.00 65.00
39901	7/28/2020 INV0012212	001515 7/20/2020 - COB PORTION OF COUNTYWIDE NEEDS ASSESS	COMMUNITY ENVIRONMENTAL COUNCIL	005-701-67575		463.00 463.00
39902	7/28/2020 548	001393 FY 2020-2021 - RWEP - PROGRAMS & PROJECTS	County of Santa Barbara - Dept of Public Works	020-601-67575		2,625.07 2,625.07
39903	7/28/2020 I 2020-0730 I 2020-0731	001340 7/8/2020 - WTP - SERVICE TECH 07/08/2020 - WTP - MISC MAINT/REPAIR ITEMS	D&H Water Systems Inc.	092-603-74100 092-603-74100	09260374100 09260374100	3,691.65 3,315.00 376.65
39904	7/28/2020 136158 136158	001255 JUNE 2020 - Water Sample Deliveries to Abalone JUNE 2020 - Water Sample Deliveries to Abalone	DELIVER-IT	005-701-60800 020-601-60800		165.00 82.50 82.50
39905	7/28/2020 008362A	001008 6/25/2020 - StormWater Sampling	ENVIRONMENTAL AGRICULTURAL	001-551-67575		528.00 528.00
39906	7/28/2020 8981394 8992281	000191 6/24/2020 - WTP - MISC MAINT/REPAIR ITEMS 7/6/2020 - WTP - MISC MAINT/REPAIR ITEMS	FERGUSON ENTERPRISES, INC #1350	020-601-60250 092-610-74100	09261074100	836.53 25.39 811.14
39907	7/28/2020 T19631	000649 JUNE 2020 - WWTP - OPERATIONS/COMPLIANCE SRVCS	FLUID RESOURCE MANAGEMENT, INC.	005-701-60800		2,529.42 2,529.42
39908	7/28/2020 1327	000203 7/2/2020 - CH - HVAC MAINTENANCE	Gary Brown Service & Repair, Inc.	001-558-60800		380.00 380.00
39909	7/28/2020 INV0012208	011236 12/17-7/20/2020 - REC - GYMNASTICS	GARY GENE JOHNSON dba	001-511-67140		1,122.75 1,122.75
39910	7/28/2020 1481	000395 JULY 2020 - RVP/OVP - MONTHLY JANITORIAL SERVICE	JOSE RAFAEL RUIZ dba	001-552-60800		1,650.00 1,650.00
39911	7/28/2020 INV0012211 INV0012211	000273 7/22/2020 - REIMBURSEMENT - SCHOOL/TEST BOOKS 7/22/2020 - REIMBURSEMENT - SCHOOL/TEST BOOKS	KURT GREER	005-701-60710 005-701-67600		350.65 167.53 183.12
39912	7/28/2020 INV0012209 INV0012209 INV0012209 INV0012209 INV0012209 INV0012209 INV0012209	000779 6/11/2020 - TKT# 11840 - REPLACE HYDRANT 6/11/2020 - TKT# 11839 - REPLACE HYDRANT 6/11/2020 - TKT# 11838 - LEAK REPAIR 5/30/2020 - TKT# 14632 - 3/4" REPAIR 6/2/2020 - TKT# 14633 - McMURRAY TREATMENT PLNT 6/12/2020 - TKT# 11841 - REPLACE HYDRANT 6/15/2020 - TKT# 11842 - REPLACE 3/4" SERVICE	LASH CONSTRUCTION, INC.	092-610-74100 092-610-74100 092-610-74100 092-610-74100 092-610-74100 092-610-74100 092-610-74100	09261074100 09261074100 09261074100 09261074100 09261074100 09261074100 09261074100	18,082.04 992.41 1,488.61 1,850.86 2,745.38 3,065.54 3,969.62 3,969.62
39913	7/28/2020 004952805 4938403 4945479	000310 6/30/2020 - 11 YD ROLL OFF RENTAL 6/13/2020 - WWTP - EXCHANGE/DISPOSAL ROLL-OFF 6/24/2020 - WWTP - EXCHANGE ROLL-OFF/RECYCLE	MARBORG INDUSTRIES	092-706-74100 092-706-74100 092-706-74100	09270674100 09270674100 09270674100	981.53 97.50 415.23 468.80
39914	7/28/2020 790032 791820	000342 7/14/2020 - MAINT/REPAIR ITEMS (COVID-19) 7/22/2020 - BIKE TRACK - MISC SUPPLIES	NIELSEN BUILDING MATERIALS, INC	001-558-60250 001-552-60258	EM001071	54.20 6.72 47.48

Check Disbursements - City Council - August 13, 2020

Payment Dates: 7/1/2020 - 8/4/2020

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
39915	7/28/2020 30265418	000669 7/1/2020 - USPO - PEST CONTROL	O'CONNOR & SONS dba	001-558-60800		105.00 105.00
39916	7/28/2020 4372-147895 4372-148153	000801 7/13/2020 - WWTP - MISC VEHICLE MAINT ITEMS 7/14/2020 - LIB - LIGHT BULBS	O'REILLY AUTOMOTIVE STORES, INC.	005-701-60270 001-558-60250		29.68 26.37 3.31
39917	7/28/2020 PCI000000879	001290 FY-19/20 - RD MAINT PRJCT (EST# 2)	PAVEMENT COATINGS CO.	092-318-74100	09231874100	43,475.80 43,475.80
39918	7/28/2020 0620-533-AT&T	000848 ProfSrvcs->6/30/2020-COBArchitecturalDesignSrvcs	RAVATT, ALBRECHT & ASSOC, INC.	001-22416	90063-070	177.50 177.50
39919	7/28/2020 2887 2890	001510 7/16/2020 - CC - NtcOfAdptn - Ord-20-06 7/16/2020 - CC - NtcOfAdptn - Ord-20-05	SANTA MARIA CALIFORNIA NEWS MEDIA INC. dba	001-403-60520 001-403-60520		220.35 112.29 108.06
39920	7/28/2020 INV0012214	000424 1/1-6/30/2020 - SEMI-ANNUAL GROUNDWATER PRODUCTION	Santa Ynez River Water Conservation District - SYRWCD	020-601-67610		10,290.22 10,290.22
39921	7/28/2020 CM0000185 INV0012216	000894 JUNE 2020 - SYVTBID - ADMIN FEES JUNE 2020 - SYVTBID - TBID AMOUNT	Santa Ynez Valley Hotel Assn., Inc. dba	001-44250 001-22160		23,088.80 (471.20) 23,560.00
39922	7/28/2020 072020-B	000449 7/20/2020 - SYRT GRANT APPLICATION	SBCAG	092-207-70000	09220770000	6,000.00 6,000.00
39923	7/28/2020 75758	000465 JUNE 2020 - MONTHLY STREET SWEEPING SERVICE	SP MAINTENANCE SERVICES, INC.	001-558-60800		2,516.50 2,516.50
39924	7/28/2020 INV0012207 INV0012207	000978 6/16-7/15/2020 - MISC OFFICE SUPPLIES 6/16-7/15/2020 - MISC OFFICE SUPPLIES	Staples Credit Plan	001-410-61130 001-565-61130		293.31 271.50 21.81
39925	7/28/2020 INV0012213	001516 7/20/2020 - WWTP - TRAINING	WASTEWATER TECHNOLOGY TRAINERS	005-701-60710		550.00 550.00
39926	7/28/2020 263122	001037 6/9/2020 - COAST LIVE OAK - SYC & HWY 246	Windmill Nursery Inc	001-556-60250		236.21 236.21
39927	8/4/2020 101929500-001	001025 7/27/2020 - VP - MISC MAINT SUPPLIES	All Around Landscape Supply-SY	001-552-60059		77.84 77.84
39928	8/4/2020 35947850	001214 AUG 2020 - CH - TELEPHONE SYSTEM LEASE	AVAYA Financial Services	001-410-60310		384.38 384.38
39929	8/4/2020 2007-584809	000076 7/23/2020 - VP - MISC SUPPLIES	CAL-COAST IRRIGATION, INC.	001-552-60059		12.37 12.37
39930	8/4/2020 INV0012239	000122 7/25-8/24/2020 - REC - TELEPHONE/INTERNET SERVICES	COMCAST CABLE	001-511-61290		210.30 210.30
39931	8/4/2020 INV0012243 INV0012243 INV0012243 INV0012243	001040 7/19-8/18/2020 - TELEPHONE SERVICES 7/19-8/18/2020 - TELEPHONE SERVICES 7/19-8/18/2020 - TELEPHONE SERVICES 7/19-8/18/2020 - TELEPHONE SERVICES	FRONTIER COMMUNICATIONS	001-410-67705 001-565-67705 005-701-67705 020-601-67705		1,953.95 360.91 439.12 612.55 541.37
39932	8/4/2020 U2016032358	001428 7/15/2020 - WTP - MISC MAINT ITEMS	ICONIX WATERWORKS (US) INC.	020-601-60250		281.23 281.23
39933	8/4/2020 INV0012244	001506 7/13-15/2020 - REC - HORSEBACK CAMP	JENNIFER WOOTEN dba	001-511-67140		1,881.00 1,881.00



Check Disbursements - City Council - August 13, 2020

Payment Dates: 7/1/2020 - 8/4/2020

Payment Number	Payment Date Payable Number	Vendor # Description Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
INV0012165		R HESS - CC THROUGH 6/17/2020	020-601-61130		23.69
INV0012165		R HESS - CC THROUGH 6/17/2020	020-601-67600	EM001071	34.04
INV0012166		L REID - CC THROUGH 6/17/2020	001-401-60013		27.95
INV0012166		L REID - CC THROUGH 6/17/2020	001-401-72300	EM001071	145.06
INV0012166		L REID - CC THROUGH 6/17/2020	001-403-61130		(23.72)
INV0012166		L REID - CC THROUGH 6/17/2020	001-410-60900		40.06
INV0012166		L REID - CC THROUGH 6/17/2020	001-558-61280		10.00
INV0012167		P SMITH - CC THROUGH 6/17/2020	001-511-67140	51008-040	250.00
INV0012168		K THOMSEN - CC THROUGH 6/17/2020	001-511-60250	EM001071	81.28
INV0012168		K THOMSEN - CC THROUGH 6/17/2020	001-511-60250		60.72
INV0012168		K THOMSEN - CC THROUGH 6/17/2020	001-511-60800		55.00
INV0012168		K THOMSEN - CC THROUGH 6/17/2020	001-511-67140	51007-040	501.45
INV0012169		S WOLFE - CC THROUGH 6/17/2020	001-410-60014		25.85
INV0012169		S WOLFE - CC THROUGH 6/17/2020	001-558-71100		2,284.30
<b>Payment Total:</b>					<b>955,717.97</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
001 - General Fund	442,301.75
005 - Sewer Fund	69,631.56
020 - Water Fund	65,128.83
025 - Gas Tax Fund	37,725.53
027 - Local Transportation Fund	3,333.32
029 - Transportation Planning	6,641.25
092 - Capital Improvement Proj Fund	330,955.73
<b>Grand Total:</b>	<b>955,717.97</b>

### Account Summary

Account Number	Account Name	Payment Amount
001-22160	SYVTBID Payable	23,560.00
001-22416	Developer Deposit	43,390.53
001-22510	Park/Damage Charge	600.00
001-401-50300	Workers Compensation	2,545.00
001-401-50400	Medical Benefit	634.75
001-401-60013	Election Expense	127.55
001-401-60210	Computer Maintenance &Software	8.60
001-401-60710	Travel & Training	143.98
001-401-60900	Miscellaneous	470.20
001-401-72300	Computer Equipment	687.80
001-402-50300	Workers Compensation	6,112.00
001-402-50400	Medical Benefit	1,696.15
001-402-60210	Computer Maintenance &Software	333.33
001-402-60900	Miscellaneous	5.37
001-403-50300	Workers Compensation	2,571.00
001-403-50400	Medical Benefit	80.00
001-403-60022	Recruitment Expense	217.00
001-403-60210	Computer Maintenance &Software	333.33
001-403-60520	Advertising - Legal	305.85
001-403-60710	Travel & Training	(860.24)
001-403-61130	Office Supplies	72.13
001-404-60840	Contract Services-Legal Fees	16,539.38
001-410-50600	Insurance - Liability	60137.66
001-410-50610	Insurance - Property	1,100.00
001-410-60014	Emergency Operations	81.31
001-410-60210	Computer Maintenance &Software	10,170.04
001-410-60310	Equipment Rental	1127.41
001-410-60800	Contract Services	75.41
001-410-60900	Miscellaneous	387.04
001-410-61130	Office Supplies	1,405.77
001-410-61230	Utilities - Gas	87.53
001-410-61241	Utilities - Electric	988.36
001-410-61292	Internet Access/ Website Maint	543.3
001-410-67200	Community Organization Support	20,706.00
001-410-67205	Senior Center Support	66,300.00
001-410-67430	LAFCO Contribution	1,465.00
001-410-67705	Telephone	825.86
001-410-67790	Visitors Bureau	32,500.00
001-420-50300	Workers Compensation	4,212.00
001-420-50400	Medical Benefit	222.81
001-420-60210	Computer Maintenance &Software	1,333.34
001-420-60800	Contract Services	1,536.84
001-44020	Park Reservation Fees	240.00
001-44250	Miscellaneous	(471.20)
001-49566	Home Occupation Permit	20.00
001-501-60800	Contract Services	17,965.27

## Account Summary

Account Number	Account Name	Payment Amount
001-501-61241	Utilities - Electric	569.44
001-510-61230	Utilities - Gas	30.57
001-510-61241	Utilities - Electric	239.92
001-511-50300	Workers Compensation	9,495.00
001-511-50400	Medical Benefit	521.93
001-511-60250	Maintenance/Repair	142.00
001-511-60310	Equipment Rental	139.00
001-511-60510	Advertising	231.50
001-511-60800	Contract Services	135.02
001-511-61130	Office Supplies	134.62
001-511-61280	Fuel-Vehicles	639.05
001-511-61290	Telephone/Internet	460.57
001-511-67140	Buellton Recreation Program	7,931.81
001-511-67141	Arts and Culture	2,500.00
001-550-61241	Utilities - Electric	4,642.69
001-551-60800	Contract Services	19,859.00
001-551-67575	Regulatory Compliance	528.00
001-552-60059	Maintenance-Repair Village Park	255.51
001-552-60258	Maintenance/Repair-River View	70.82
001-552-60800	Contract Services	19,668.10
001-552-61211	Utilities - Water	1,871.25
001-552-61241	Utilities - Electric	349.24
001-556-60250	Maintenance/Repair	236.21
001-556-60800	Contract Services	8,544.09
001-556-61241	Utilities - Electric	101.13
001-558-50300	Workers Compensation	10,225.00
001-558-50400	Medical Benefit	608.13
001-558-60210	Computer Maintenance &Software	65.61
001-558-60250	Maintenance / Repair	489.87
001-558-60270	Maintenance - Vehicles	138.92
001-558-60710	Travel & Training	(85.00)
001-558-60800	Contract Services	6,151.72
001-558-61127	Tools	43.49
001-558-61130	Office Supplies	38.97
001-558-61140	Operational Supplies	20.28
001-558-61241	Utilities - Electric	251.60
001-558-61280	Fuel - Vehicles	409.34
001-558-67600	Safety Equipment	34.04
001-558-67705	Telephone	146.21
001-558-71100	Property Acquisition	2,284.30
001-565-50300	Workers Compensation	8,373.00
001-565-50400	Medical Benefit	259.39
001-565-60310	Equipment Rental	482.32
001-565-60520	Advertising - Legal	82.68
001-565-60800	Contract Services	7,453.50
001-565-60830	Contract Services-Engineering	1,695.00
001-565-60900	Miscellaneous	35.65
001-565-61130	Office Supplies	64.24
001-565-61241	Utilities - Electric	224.24
001-565-67705	Telephone	979.32
005-701-50300	Workers Compensation	8842
005-701-50400	Medical Benefit	469.16
005-701-50600	Insurance - Liability	7,747.67
005-701-60210	Computer Maintenance &Software	5,626.15
005-701-60250	Maintenance / Repair	4,162.04
005-701-60270	Maintenance - Vehicles	116.37
005-701-60650	Membership & Publications	332.00
005-701-60710	Travel & Training	717.53

**Account Summary**

Account Number	Account Name	Payment Amount
005-701-60800	Contract Services	27,749.32
005-701-60830	Contract Services-Engineering	240.00
005-701-61111	Chemicals / Analysis	1,461.16
005-701-61127	Tools	52.77
005-701-61130	Office Supplies	559.74
005-701-61131	Postage	260.00
005-701-61140	Operational Supplies	169.88
005-701-61241	Utilities - Electric	8,794.58
005-701-61280	Fuel - Vehicles	359.33
005-701-67575	Regulatory Compliance	463.00
005-701-67600	Safety Equipment	217.16
005-701-67705	Telephone	1,291.70
020-601-50300	Workers Compensation	8,842.00
020-601-50400	Medical Benefit	469.17
020-601-50600	Insurance - Liability	7,747.67
020-601-60210	Computer Maintenance &Software	6,300.90
020-601-60250	Maintenance / Repair	1,313.89
020-601-60270	Maintenance - Vehicles	143.23
020-601-60710	Travel & Training	(499.00)
020-601-60800	Contract Services	6,746.54
020-601-60830	Contract Services-Engineering	4,050.00
020-601-61111	Chemicals / Analysis	2,747.37
020-601-61127	Tools	88.36
020-601-61130	Office Supplies	559.75
020-601-61131	Postage	260.00
020-601-61140	Operational Supplies	97.48
020-601-61241	Utilities - Electric	11,272.35
020-601-61280	Fuel - Vehicles	359.33
020-601-67575	Regulatory Compliance	2,625.07
020-601-67600	Safety Equipment	427.59
020-601-67610	Santa Ynez River Appropriation	10,290.22
020-601-67705	Telephone	1,286.91
025-554-60800	Contract Services	36,206.25
025-557-60800	Contract Services	1,519.28
027-559-67445	Lompoc- Wine Country Express	3,333.32
029-557-60800	Contract Services	6,641.25
092-207-70000	Conceptual Plan and Feasibility	6,000.00
092-215-71500	Project Management and Inspections	4,389.00
092-306-74100	Construction and Improvements	23,612.92
092-307-71200	Right of Way Acquisition	2,955.50
092-314-74100	Construction and Improvements	91,993.25
092-318-71500	Project Management and Inspections	14,523.00
092-318-74100	Construction and Improvement	43,475.80
092-603-74100	Construction and Improvements	113,681.55
092-610-74100	Construction and Improvements	29,343.18
092-706-74100	Construction and Improvements	981.53
<b>Grand Total:</b>		<b>955,717.97</b>

**Project Account Summary**

Project Account Key		Payment Amount
**None**		578,663.77
09220770000	Santa Ynez River Trail	6,000.00
09221571500	Avenue of Flags Median 2 Improvements	4,389.00
09230674100	Phase III Hwy 246/Sycamore Ped Xing	23,612.92
09230771200	McMurray Road Widening/TS (13/14)	2,955.50
09231474100	SD Inlet/Catch Basin Retrofit Improvements	91,993.25
09231871500	Road Maintenance Project (19/20)	14,523.00
09231874100	Road Maintenance Project (19/20)	43,475.80

**Project Account Summary**

Project Account Key		Payment Amount
09260374100	WTP Facilities Improvement	113,681.55
09261074100	Water Distribution System Improvements	29,343.18
09270674100	WWTP Facilities Improvements	981.53
51007-040	Summer Camp 2020	1,290.98
51008-040	Teen & Sports Camp 2020	250.00
90010-070	Crossroads Ctr at The Village	1,196.11
90016-001	Flying Flags Expansion	9,143.66
90021-070	Village Capital Pacific Townhomes	1,004.26
90037-070	Fig Mountain Brewing	455.78
90040-001	Flying Flags	29,008.22
90047-001	Flying Flags - Occupy 28 RV Spaces:Modify	1,000.00
90053-001	Flying Flags	1,000.00
90057-070	480 Ave of Flags - Creekside	405.00
90063-070	Buellton Reservoir	177.50
EM001070	COVID-19	289.04
EM001071	COVID-19	877.92
	Grand Total:	<b>955,717.97</b>

**Contract Labor Detail per Account Summary**

Account Number		Payment Amount
001-404-60840		16,539.38
	<i>BURKE, WILLIAMS &amp; SORENSEN,LLP</i>	
	<i>Check# 39867</i>	16,539.38
001-420-60800		1,536.84
	<i>Hinderliter de Llamas and Associates</i>	
	<i>Check# 39843</i>	1,536.84
001-501-60800		17,965.27
	<i>SB County Sheriff's Dept</i>	
	<i>Check# 39877</i>	17,965.27
001-551-60800		19,859.00
	<i>MNS ENGINEERS, INC</i>	
	<i>Check# 39888</i>	19,859.00
001-552-60800		19,668.10
	<i>LOGAN R FITZGERALD dba</i>	
	<i>Check# 39847</i>	945.00
	<i>ALAN NEEDHAM dba</i>	
	<i>Check# 39890</i>	17,073.10
	<i>JOSE RAFAEL RUIZ dba</i>	
	<i>Check# 39910</i>	1,650.00
001-556-60800		8,544.09
	<i>ALAN NEEDHAM dba</i>	
	<i>Check# 39890</i>	8,544.09
001-558-60800		6,151.72
	<i>CLARK PEST CONTROL</i>	
	<i>Check# 39797</i>	159.00
	<i>RANCH HANDS CONSTRUCTION, LLC</i>	
	<i>Check# 39818</i>	675.00
	<i>ECHO COMMUNICATIONS</i>	
	<i>Check# 39837</i>	44.10
	<i>LOGAN R FITZGERALD dba</i>	
	<i>Check# 39847</i>	1,640.00
	<i>ARAMARK UNIFORM SERVICES, INC.</i>	
	<i>Check# 39865</i>	473.12
	<i>CLARK PEST CONTROL</i>	
	<i>Check# 39899</i>	159.00
	<i>GARY BROWN SERVICE &amp; REPAIR, INC.</i>	
	<i>Check# 39908</i>	380.00
	<i>O'CONNOR &amp; SONS, INC.</i>	
	<i>Check# 39915</i>	105.00
	<i>SP MAINTENANCE SERVICES, INC.</i>	
	<i>Check# 39923</i>	2,516.50

**Contract Labor Detail per Account Summary (continued)**

Account Number		Check#	Amount	Payment Amount
001-565-60800				7,453.50
	METRO VENTURES, LTD.	39851	7,371.00	
	RAVATT, ALBRECHT & ASSOCIATES, INC.			
		39938	82.50	
001-565-60830				1,695.00
	MNS ENGINEERS, INC.	39888	1,695.00	
005-701-60800				27,749.32
	WALLACE GROUP	39829	11,196.00	
	ECHO COMMUNICATIONS			
		39837	44.10	
	ENGEL & GRAY, INC.	39829	6,793.66	
	FLUID RESOURCE MANAGEMENT, INC.			
		39840	4,309.05	
	READY REFRESH BY NESTLE	39854	49.76	
	UNDERGROUND SERVICE ALERT			
		39862	16.55	
	ARAMARK UNIFORM SERVICES, INC.			
		39865	118.28	
	AUTOSYS, INC.	39892	2,610.00	
	DELIVER-IT	39904	82.50	
	FLUID RESOURCE MANAGEMENT, INC.			
		39907	2,529.42	
020-601-60800				6,746.54
	ECHO COMMUNICATIONS			
		39837	44.10	
	READY REFRESH BY NESTLE	39854	49.76	
	UNDERGROUND SERVICE ALERT			
		39862	16.55	
	AUTOSYS, INC.	39892	6,553.63	
	DELIVER-IT	39904	82.50	
020-601-60830				4,050.00
	MNS ENGINEERS, INC.	39888	4,050.00	
025-554-60800				36,206.25
	MNS ENGINEERS, INC.	39888	36,206.25	
025-557-60800				1,519.28
	TETRA TECH	39883	1,519.28	
029-557-60800				6,641.25
	MNS ENGINEERS, INC.	39888	6,641.25	



UBPKT02200 - 7/28/20 Refund Rebuild UBPKT02184 for billing 7/25/:

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
04-17900-002	ZHANG, WILLIAM	7/28/2020	39885	20.06			20.06	Deposit
10-05400-001	SANREGRET, JUDY & SAM	7/28/2020	39886	45.04			45.04	Deposit
10-10800-002	BROWN, SAMANTHA AND JOSEPH	7/28/2020	39887	37.37			37.37	Deposit
<b>Total Refunds: 3</b>				<b>Total Refunded Amount:</b>			<b>102.47</b>	

### Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	102.47
<b>Revenue Total:</b>	<b>102.47</b>

### General Ledger Distribution

Posting Date: 07/28/2020

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 020 - WATER FUND</b>			
020-10000	Claim On Pooled Cash	-102.47	Yes
020-22420	Unapplied Credits	102.47	
<b>020 Total:</b>		<b>0.00</b>	
<b>Fund: 999 - POOLED CASH</b>			
999-10001	Pooled Cash - General Checking	-102.47	
999-27000	Due To Other Funds	102.47	Yes
<b>999 Total:</b>		<b>0.00</b>	
<b>Distribution Total:</b>		<b>0.00</b>	

*8/7/28/2020*

**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: Shannel Zamora, Finance Director

Meeting Date: August 13, 2020

Subject: Monthly Treasurer’s Report – June 30, 2020

---

**BACKGROUND**

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

On June 13, 2019, Council adopted the current Investment Policy per Resolution 19-15 which states the City Finance Director, as the investment officer, must submit monthly reports to City Council to demonstrate that sufficient cash flow liquidity is available to meet the succeeding month’s estimated expenditures.

This Treasurer’s Report is for June 30, 2020. Treasurer’s Reports are presented on a monthly basis.

**FISCAL IMPACT**

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

**RECOMMENDATION**

That the City Council receive and file the Treasurer’s Report for the month ending June 30, 2020.

**ATTACHMENTS**

Attachment 1 – Monthly Treasurer’s Report – June 30, 2020



# City of Buellton

## **City of Buellton**

*Monthly Treasurer's Report*

**For the month ending in June 30, 2020**

August 13, 2020

This report presents the City's cash activity and investment portfolio as of June 30, 2020. The report includes:

- 1) Cash and investments at June 30, 2020 compared to the prior month;
- 2) A reconciliation of cash and investments to City ledger balances;
- 3) All investments managed by the City on its own behalf;
- 4) Beginning of year fund balance, revenues, expenditures and ending fund balance for each fund at June 30, 2020

**The following schedule is a summary of the City's cash and investments based on recorded value as of June 30, 2020 compared with the prior month.**

	<b>June 30,2020</b>	<b>May 31, 2020</b>	<b>\$ Change</b>
Cash	\$ 4,296,828.67	\$ 4,750,104.68	\$ (453,276.01)
Investments held by the City	10,227,666.70	10,221,426.10	\$ 6,240.60
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$ 14,524,495.37</b>	<b>\$ 14,971,530.78</b>	<b>\$ (447,035.41)</b>

**Summary of activity for the Month and Future Liquidity:** *The majority of the difference in the recorded value for cash and investments held by the City from last month is as a result of payment to the Santa Barbara County Sheriff's Department for public safety services, construction cost of Avenue of Flags Median 2 improvements and Road Maintenance costs. The value of investments increased due to the receipt of interest earning from Certificate of Deposits (CDs) and Local Agency Investment Fund (LAIF). The portfolio is sufficiently liquid to meet expected expenditures for the coming six months.*

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



## Bank Reconciliation - June 2020

City of Buellton, CA  
For the Period Ending 6/30/2020

ACCOUNT #	ACCOUNT NAME	05/31/2020 BALANCE	CURRENT ACTIVITY	06/30/2020 BALANCE
<b>CLAIM ON CASH</b>				
<a href="#">001-10000</a>	Claim On Pooled Cash	7,745,843.95	(254,164.71)	7,491,679.24
<a href="#">005-10000</a>	Claim On Pooled Cash	1,824,242.67	3,897.91	1,828,140.58
<a href="#">006-10000</a>	Claim on Pooled Cash	117,685.91	-	117,685.91
<a href="#">020-10000</a>	Claim On Pooled Cash	3,097,516.94	147,626.75	3,245,143.69
<a href="#">021-10000</a>	Claim on Pooled Cash	193,832.92	-	193,832.92
<a href="#">023-10000</a>	Claim On Pooled Cash	488,657.23	-	488,657.23
<a href="#">024-10000</a>	Claim On Pooled Cash	35,871.30	-	35,871.30
<a href="#">025-10000</a>	Claim On Pooled Cash	430,561.47	15,026.20	445,587.67
<a href="#">027-10000</a>	Claim On Pooled Cash	212,888.14	(1,170.49)	211,717.65
<a href="#">029-10000</a>	Claim On Pooled Cash	(3,521.67)	(1,093.75)	(4,615.42)
<a href="#">031-10000</a>	Claim On Pooled Cash	465,887.01	48,875.64	514,762.65
<a href="#">075-10000</a>	Claim On Pooled Cash	218,683.36	(450.00)	218,233.36
<a href="#">090-10000</a>	Claim On Pooled Cash	-	-	-
<a href="#">091-10000</a>	Claim On Pooled Cash	-	-	-
<a href="#">092-10000</a>	Claim On Pooled Cash	144,703.99	(406,905.40)	(262,201.41)
<b>TOTAL CLAIM ON CASH</b>		<b>14,972,853.22</b>	<b>(448,357.85)</b>	<b>14,524,495.37</b>
<b>CASH IN BANK</b>				
<b>Cash in Bank</b>				
<a href="#">999-10001</a>	Pooled Cash - General Checking	4,737,883.63	(401,667.93)	4,336,215.70
<a href="#">999-10002</a>	Pooled Cash - Money Market	206,747.48	13.59	206,761.07
<a href="#">999-10003</a>	Pooled Cash - FSA	13,543.49	953.65	14,497.14
<a href="#">999-10004</a>	Pooled Cash - Brokerage	1,445,593.14	6,227.01	1,451,820.15
<a href="#">999-10005</a>	Pooled Cash - LAIF	8,569,085.48	-	8,569,085.48
<b>TOTAL: Cash in Bank</b>		<b>4,958,174.60</b>	<b>(394,473.68)</b>	<b>14,578,379.54</b>
<a href="#">999-21000</a>	Wages Payable	-	(53,884.17)	(53,884.17)
<b>TOTAL: Cash in Bank</b>		<b>14,972,853.22</b>	<b>(448,357.85)</b>	<b>14,524,495.37</b>

Per Statements:	6/30/2020
Rabobank General Checking	4,696,158.02
Rabobank Money Market	206,761.07
Rabobank FSA	14,497.14
Local Agency Investment Fund	8,569,085.48
Multi-Securites Bank	1,451,820.15
<b>Total Cash per Statements:</b>	<b>14,938,321.86</b>

Claim on Cash vs. Total Cash Per Statements:	(413,826.49)
Outstanding items per System Reconciliation	(413,826.49)
Difference:	-

**City of Buellton**  
**Investment Summary**  
June 30, 2020

	Percent of Portfolio	Yield	Maturity Term	Maturity Date	Par Value	Market Value
<b>Local Agency Investment Fund - LAIF</b>	84.78%	2.45%	n/a	n/a	\$ 8,569,085.48	\$ 8,569,085.48
<b>Certificates of Deposits (Held with Multi-Securities Bank)</b>						
T CT T Federal Credit Union	1.19%	2.05%	1 yr.	7/23/2020	120,000.00	120,148.80
Wells Fargo Bank	2.46%	2.25%	5 yrs.	8/16/2022	249,000.00	259,684.59
Sallie Mae Bank	0.99%	3.20%	5 yrs.	5/9/2023	100,000.00	108,241.00
First Technology Bank Fed Cr Union	1.02%	3.60%	5 yrs.	12/26/2023	103,000.00	114,452.57
First Technology Bank Fed Cr Union	0.99%	3.35%	5 yrs.	2/6/2024	100,000.00	110,520.00
Comenity Cap Bank	1.58%	2.80%	5 yrs.	4/15/2024	160,000.00	174,256.00
Morgan Stanley Bank	0.99%	2.75%	5 yrs.	5/2/2024	100,000.00	108,815.00
Capital One Bank	0.99%	2.00%	5 yrs.	8/21/2024	100,000.00	106,189.00
Morgan Stanley Bank	0.99%	1.90%	5 yrs.	1/23/2025	100,000.00	105,918.00
State Bk India	1.98%	1.60%	5 yrs.	4/29/2025	200,000.00	209,098.00
<b>Multi-Securities Bank - Cash in Holding</b>						34,497.19
<b>Money Market (Held with Rabobank)</b>	2.05%	0.20%		n/a	206,761.07	206,761.07
<b>Total City Investments</b>	<b>100.00%</b>				<b>\$ 10,107,846.55</b>	<b>\$ 10,227,666.70</b>

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

The following is a fund balance schedule showing beginning fund balance at July 1, 2019 plus revenues minus expenditures for the period, resulting in ending fund balance at June 30, 2020. Fund balance includes total assets and liabilities of the City.



City of Buellton, CA

## Fund Balance Report

As Of 6/30/2020

Fund	July 1, 2019 Balance	Total Revenues	Total Expenses	June 30, 2020 Balance
001 - General Fund	10,401,733.46	7,889,504.34	10,547,444.21	7,743,793.59
005 - Sewer Fund	3,188,079.16	1,218,569.13	1,045,165.05	3,361,483.24
006 - Wastewater Capital	230,946.11	997.56	-	231,943.67
020 - Water Fund	6,400,079.38	2,618,823.96	2,367,318.66	6,651,584.68
021 - Water Capital	403,504.96	1,643.02	-	405,147.98
023 - Housing Fees	484,515.12	4,142.11	-	488,657.23
024 - Traffic Mitigation Fund	35,567.23	304.07	-	35,871.30
025 - Gas Tax Fund	307,781.68	284,848.77	243,811.74	348,818.71
027 - Local Transportation Fund	323,882.03	6,640.54	120,471.58	210,050.99
029 - Transportation Planning	(103,452.73)	197.53	44,642.50	(147,897.70)
031 - Measure A	493,699.39	379,620.60	477,294.91	396,025.08
075 - Trust & Agency Fund	7,347.21	1,890.64	-	9,237.85
090 - Long-Term Debt	(2,609,593.50)	-	-	(2,609,593.50)
091 - General Fixed Assets	20,191,788.24	-	-	20,191,788.24
092 - Capital Improvement Proj Fund	-	2,924,140.02	2,924,140.02	-
	<b>39,755,877.74</b>	<b>15,331,322.29</b>	<b>17,770,288.67</b>	<b>37,316,911.36</b>

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

*Shannel Zamora*

Shannel Zamora  
Finance Director

**CITY OF BUELLTON**  
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Linda Reid, City Clerk

Meeting Date: August 13, 2020

Subject: Designation of Voting Delegate and Alternate for 2020 League of California Cities Annual Conference Business Meeting

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**BACKGROUND**

The League of California Cities Annual Conference is scheduled for October 7 through 9, and will be conducted in a virtual format this year. An important part of the Annual Conference is the Annual Business Meeting, scheduled for Friday, October 9, at 12:30 p.m., at which time the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, the City Council must designate a voting delegate and alternate voting delegate. Designation of the voting delegate and alternate must be done by City Council action and cannot be accomplished by simply notifying the League office of the City's representatives to the Annual Business Meeting.

Typically, the Mayor and the Vice Mayor are designated as the City's representatives to the Annual Business Meeting. Upon the decision of the City Council as to the voting delegate and the alternate voting delegate, the City Clerk will submit the required designation form with affirmation by the City Clerk of the City Council's action.

**RECOMMENDATION**

That the City Council designate the Mayor as the City's voting delegate and the Vice Mayor as the alternate voting delegate to the League of California Cities Annual Business Meeting.

**ATTACHMENTS**

Attachment 1 - 2020 Annual Conference Voting Delegate/Alternate Form



**CITY:** Buellton

**2020 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to the League office by Wednesday, September 30, 2020. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

**1. VOTING DELEGATE**

Name: Holly Sierra

Title: Mayor

**2. VOTING DELEGATE - ALTERNATE**

Name: Art Mercado

Title: Vice Mayor

**3. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.**

**OR**

**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: Linda Reid

Email lindar@cityofbuellton.com

Mayor or City Clerk \_\_\_\_\_  
(circle one) (signature)

Date 8/13/20 Phone 805.686.7424

**Please complete and return by Wednesday, September 30, 2020**

League of California Cities  
**ATTN: Darla Yacub**  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

**FAX: (916) 658-8240**  
E-mail: [dycub@cacities.org](mailto:dycub@cacities.org)  
(916) 658-8254

**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: Rose Hess, Public Works Director/City Engineer

Meeting Date: August 13, 2020

Subject: Acceptance of the Storm Drain Retrofit Project – Phase 1

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**BACKGROUND**

At the March 26, 2020 Council Meeting, the City Council awarded CalPortland Construction a contract in the amount of \$96,835.00 for certain defined storm drain improvements at various locations throughout the City. The work proposed by the contract and now completed by CalPortland Construction includes reconstruction of damaged storm drain inlet lids and grates, repair of damaged City owned sidewalk drains, removal of and installation of Regional Water Board approved trash guards at numerous locations on the City Storm Drain System.

Staff has inspected the construction and is satisfied that the project plans and specifications have been met.

**FISCAL IMPACT**

The final construction cost of the project, which had no change orders, was \$96,835.00. This amount is within the Storm Drain Retrofit Project budgeted in the FY 19/20 Capital Improvement Project List (092-318) for \$150,000 from General Fund.

**RECOMMENDATION**

That the City Council accept the Storm Drain Retrofit Project – Phase 1 and instruct the City Engineer to file the attached Notice of Completion.

**ATTACHMENTS**

Attachment 1 - Notice of Completion

**NOTICE OF COMPLETION**

Notice is hereby given that:

- 1. The undersigned is the owner or corporate officer of the interest or estate hereinafter described:
- 2. The full name of the owner is: City of Buellton
- 3. The full address of the owner is: 107 West Highway 246  
P.O. Box 1819  
Buellton, California 93427
- 4. The nature of the interest or estate of the owner is “in fee”
- 5. A work of improvement on the property hereinafter was completed on June 22, 2020. The work done includes reconstruction of damaged storm drain inlet lids and grates, repair of damaged City owned sidewalk drains, removal of and installation of Regional Water Board approved trash guards at numerous locations on the City Storm Drain System.
- 6. The name of the contractor, if any, for such work of improvement was CalPortland Construction.
- 7. The property on which said work of improvement was completed is in the City of Buellton, County of Santa Barbara, State of California, and is described as various streets within the City limits of the City of Buellton.

Dated: \_\_\_\_\_ \_\_\_\_\_ Linda Reid, City Clerk

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**VERIFICATION**

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

Executed on August 13, 2020, at Buellton, California.

\_\_\_\_\_  
Rose M. Hess, Public Works Director/City Engineer

**CITY OF BUELLTON**  
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Kyle Abello, Recreation Supervisor

Meeting date: August 13, 2020

Subject: Approval of Arts and Culture Project Application:  
“Best of Buellton” Public Murals

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**BACKGROUND**

The purpose of this Project is to create two series of murals that reflect the Best of Buellton. The first series of murals are proposed to highlight four of Buellton’s park areas on the west facing side of the commercial building at 85 W. Hwy 246 (Postal Annex/Kevin’s Santa Ynez Valley Computer Center). The featured parks are River View Park, Botanic Garden, PAWS Park, and Zaca Creek Golf Course and rough sketches of the proposed murals are included in the project application. The second series of murals are proposed to highlight the current collection of US Postal Service stamps and would appear above the post office boxes inside the Buellton Post Office. The particular stamps portrayed in these murals would take into account the current stamps in circulation and input from the Buellton Postmaster. The applicants, artists Liz Alvarez and Vicki Anderson, have extensive experience in painting murals with the Lompoc Mural Society as well as membership and exhibitions with local art associations and galleries. In addition, Liz Alvarez teaches art full time in the Visual Arts Department at Lompoc High School and serves on the Buellton Arts & Culture Committee. She recused herself from the Committee’s vote to recommend the project to the City Council. The complete project application is included as Attachment 1.

The Project request for \$3,200 will pay for the mural panels (which will be removeable for storage and/or redisplay at another time or location), outdoor acrylic paint, clear anti-graffiti sealant, mounting hardware, brushes, palettes, personal protective equipment for artists and participants (gloves and masks), and artist honoraria of \$250 per artist. Any unspent funds are required to be returned to the City.

The Arts & Culture Committee discussed the Project at length and recommended approval to the City Council.

**FISCAL IMPACT**

The fiscal impact of this item is \$3,200. Arts and Culture Project funding is included in the City's Budget at \$74,350 for this fiscal year.

**RECOMMENDATION**

That the City Council consider approval of \$3,200 to fund the "Best of Buellton" Public Murals Project.

**ATTACHMENTS**

Attachment 1 - "Best of Buellton" Public Murals Project Application

BUELLTON ARTS & CULTURE  
COMMITTEE

PROJECT FUNDING REQUEST FORM

DATE: June 17, 2020

NAME OF PROJECT: "The Best of Buellton" public murals located in the city of Buellton, 4 along the west side of the Postal Annex and 4 inside of the Buellton USPS.

PROJECT DATE(S): October 3, 10,17,24 ,31, to be installed before Buellton's Winterfest, 2020

SPONSORING ORGANIZATION: The Visual Arts Department at Lompoc High School-Art

KEY ORGANIZER: Liz P. Alvarez and Vicki Andersen

CONTACT INFORMATION: [alvarez.elizabeth@lompocusd.org](mailto:alvarez.elizabeth@lompocusd.org) 805-350-9669

[vicArt@aol.com](mailto:vicArt@aol.com) 805-588-3459

TYPE OF PROGRAM:  ARTS PROGRAM  CULTURE PROGRAM  BOTH TOTAL

PROJECT BUDGET:  
\$3200

AMOUNT OF FUNDING REQUESTED:  
\$3200

HAS APPLICANT RECEIVED FUNDING FROM THE BUELLTON ARTS & CULTURE PROGRAM PREVIOUSLY? IF SO, WHEN WAS THE LAST TIME?

YES **NO** X YEAR:

HOW DID YOU HEAR ABOUT THE CITY OF BUELLTON ARTS & CULTURE GRANT PROGRAM:

Currently involved with grants committee, will recuse myself during the voting process.

IF APPLICANT DOES NOT RECEIVE THE FULL AMOUNT OF FUNDING REQUESTED, WILL THE PROPOSED PROJECT STILL MOVE FORWARD:

No

**DESCRIPTION OF EVENT** — Include goals, objectives, key organizer's vitae / relevant previous experience, and a list of other project partners/collaborators:

**Our Goals:** To paint 2 series of murals that reflect the best of Buellton. Mural series of Parks project 1: Four murals 8 x 8 feet installed along the exterior wall of the Postal Annex that show the "Best of Buellton" parks located in the community. The paintings are: Botanic Garden, Paws Park, Zaca Creek Golf Course and River View Park. An example of Paws Park is shown in this proposal.

Mural series project 2: Four long murals 24" x 8' that show the current collection of stamps issued by the USPS.

**Our Objectives are to:**

- Promote the Buellton Parks through visual arts for the City of Buellton
- Promote an awareness of Stamps in circulation with the USPS
- to support visual arts painting in the community that promotes a healthy distraction from the stress of the past several months of stay-at-home orders.
- Encourage arts participation from schools and community
- Support professional artists that promote positivity with their art
- Foster artists of all ages and abilities
- Beautify buildings' interior and exterior spaces located along the main thoroughfares in Buellton

## Mural locations:



Postal Annex Rt 246  
Buellton



Interior, Us Postal  
Service Buellton

The

theme for the first series of murals will promote the Parks in Buellton. The murals themselves will be painted like a postcard style (or possibly a polaroid picture style) onto the Sinatra Boards (like PVC boards) then installed on the exterior wall of the Postal Annex, pending owner approval. This cheerful public art project that visitors and community members can both enjoy, is a positive public image story that the Buellton community can share, encouraging visitors to explore the various parks and promote arts in the community. Additionally, we encourage community involvement regardless of age or ability and a chance to share art making with others.

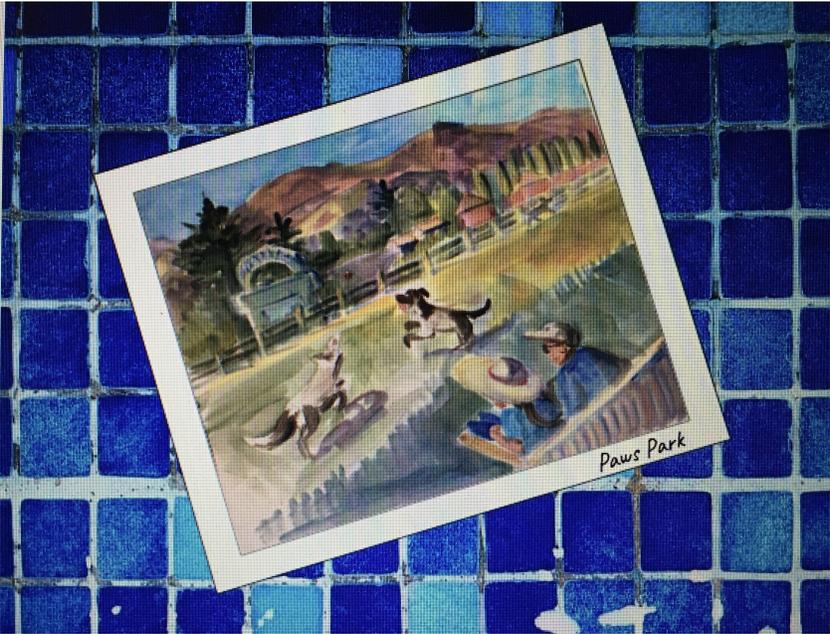
The theme for the second mural series highlights the stamp collections currently in circulation through the USPS. Located inside the Buellton Post Office, the goal is to add beauty to the interior decor from many local artists (the students and community). This project supports social distancing because of the mural size and a limited group of participants. We will be painting the mural panels outdoors at the Buellton Rec Center.

In addition, we ask that Buellton Rec Center advertise via social media a public call to invite the Buellton and SY Valley community participants young and old of all artistic abilities to promote community involvement while respecting social distancing. Participants will be supplied with PPE's, a brush and palette colors and guided by the Visual art department and artists along with the 'paint by number' scheme of the mural designs.

**About the Artists:** Liz P. Alvarez teaches art full time in the Visual Arts Department at Lompoc High School as well as exhibiting her paintings in several local venues. Her art students and art club group, plus muralist and fine artist Vicki Andersen will assist with designing and painting the murals. Both Liz and Vicki have completed many other community mural projects, most recently a Mural in a Day, hosted by Art Mortimer in

Lompoc, California. Both artists are active members of the Lompoc Valley Art Association and exhibit their artwork in the Cypress Gallery. Additionally, Vicki is an established fine artist at Gallery Los Olivos. Liz has hosted many student art exhibits in Lompoc and encourages her students to participate in community art projects too. To view more of Liz's paintings, please visit her website at :Elizabethpalvarez.com or view her instagram at :Alvarezarts17

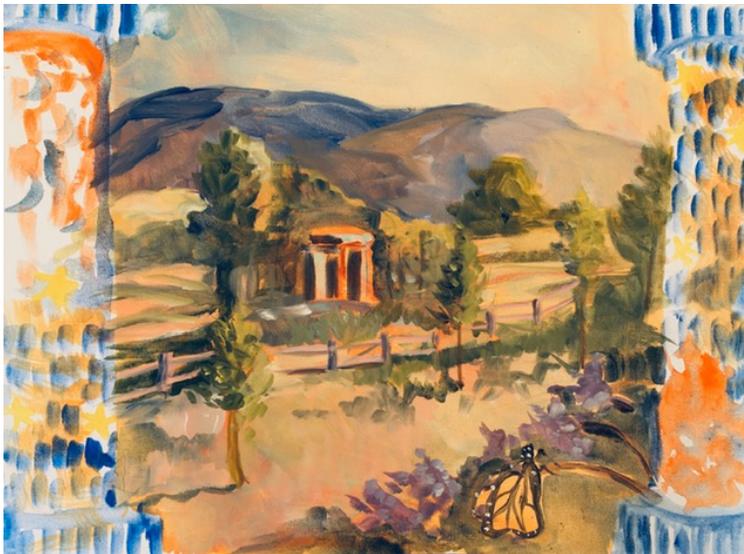
The style of the mural paintings reflect the 1940's travel posters, in bold colors and graphic shapes. see example here:



Here is a rough draft example for the Paws Park mural, meant to look like a polaroid or postcard type image over a tiled background and painted on Sinatra panels. (The background will be more faded looking to showcase the image). All 4- 8'x8' murals will be installed on the west side of the Postal Annex pending owner approval. The other 3 paintings include: the Botanic Garden, Zaca Creek Golf Course and River View Park.



Paws Park



SY Botanic Garden

...this is a rough draft without the background

BUELLTON ARTS & CULTURE COMMITTEE PROJECT FUNDING REQUEST FORM

**PROJECT BUDGET DETAIL:**

**PROJECT FUNDING (list anticipated funding sources and amounts) — must equal Total Project Budget**  
**SOURCE OF REVENUE AMOUNT**

<b>Materials</b>	<b>Cost</b>	
<b>Substrate, Sinatra panels 4 x8' Exterior mural</b>	<b>(8 @ \$90 ea.)</b>	<b>\$720</b>
<b>4' x8' for interior mural(fit to cut 2' x 8'</b>	<b>(8@ \$90 ea)</b>	<b>\$720</b>
<b>Paint, outdoor acrylic</b>	<b>10 @ \$25 ea</b>	<b>\$250</b>
<b>Sealant- a deterrent for tagging</b>	<b>2 gal. @ \$35 ea.</b>	<b>\$70</b>
<b>Installation fees</b>		<b>\$700</b>
<b>Brushes, palettes and PPE's for painters</b>		<b>\$240</b>
<b>Lompoc High School/professional artists organization time for weekly setup and oversight:</b>		<b>\$500</b>
<b>Total</b>		<b>\$3200</b>

Saturdays in October 3, 10, 17, 24, 31 and November 7, 2020

**CITY OF BUELLTON**  
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Scott Wolfe, City Manager

Meeting Date: August 13, 2020

Subject: Consideration of Program Development Agreement with ENGIE Services U.S.

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**BACKGROUND**

As previously mentioned to the City Council, staff has been in discussions with ENGIE Services US (ENGIE), for the conduct of a study to analyze the potential cost savings associated with the installation of solar panel structures and other improvements on various City-owned properties. These cost savings could be leveraged through a purchasing, financing, and construction arrangement with ENGIE. This arrangement could result in significant savings to the City, both in the short and long terms, and across both capital expenditures and operating (energy) costs. Currently, projects looking at being funded by these energy savings include the solar street lights on Industrial Way and the transition to remote-read water meters. These are both very expensive projects, and in the case of the meters, is currently expected to be completed over a number of years, with a large budget number each year to eventually replace all meters within the City. An arrangement with ENGIE would allow these improvements to be constructed immediately.

In addition to the panels at the Wastewater Treatment Plant, ENGIE is looking at solar panels atop new parking lot covers both in front of and in back of the Post Office (see Exhibit 2), and upgrades to lighting fixtures at City Hall and possibly other facilities as well. The panels at the Post Office location would be used to power the equipment at Well #9, located behind the Post Office Building, but the shaded parking will benefit Post Office and Library users alike. No exhibit currently exists for the panel installation at the Waste Water Treatment Plant, as staff is still determining the best layout to ensure minimal operational disruption.

The purpose of the Program Development study being considered in this item would be to determine whether the savings associated with the installation of such improvements could enable the costs of additional improvements to be folded into the financing. For instance, if the installation of solar panels at the Wastewater treatment plant resulted in sufficient energy generation, the cost of financing the solar panels would be less than the current energy costs. If the financing costs were sufficiently less than current energy costs, other

improvements (such as the Industrial Way solar street lights) could be included in the financing, and the City would still be paying less than it does currently energy alone. Early estimates indicate that the City could save \$60,000 per year or more for the first 20 years, even after the costs for the Industrial Way solar lights and the meter replacement are considered. Savings could greatly increase after year 20 (due to the leasing structure), with total savings exceeding four million dollars over a 30 year period.

ENGIE proposes to conduct the analysis to determine the potential savings. The cost charged for this analysis is \$30,000. However, this charge is only assessed the City if the Program Development analysis finds that energy savings to the City will occur. If no savings are found, the cost of the analysis will be waived. However, if savings are found, the City can then enter into a financing and construction agreement with ENGIE, and the cost of the study will be included in the principal of the financing.

If an agreement for financing and construction is executed by the City, ENGIE will prepare the necessary plans, get the required permits, acquire the necessary materials, and perform the installation of the improvements. This could save the City large amounts of time and money associated with multiple RFP processes that would typically be associated with these projects. If the City decides not to enter into an agreement with ENGIE (assuming savings are found), then the \$30,000 would be paid directly to ENGIE.

While there are considerable financial benefits that may be realized by the City's participation, the program is not without some potential issues that should be considered. The City Council should be aware that should the City pay ENGIE for the Program Development analysis, and not enter into an agreement for financing and construction, the City is NOT entitled to use the information gathered as a part of the study to inform future consideration of similar projects. The terms of the Program Development Agreement dictate that the work product of the analysis remains the property of ENGIE. The City Attorney has indicated that this is not a problem per se, but that it is important the City Council understands that this is a provision of the agreement before it is executed.

Also important to recognize is that the financing of these improvements will result in encumbrances being placed on the property, just as a mortgage would, and the financing would need to be addressed prior to selling the property to another party. These could be paid off as part of the escrow process, so the potential risk due to the encumbrance would be small, but should be acknowledged before executing an agreement.

Lastly, it is noted that an agreement with ENGIE for construction and financing would enable the City to construct capital improvements without a bidding process. However, it does not alleviate the need for the City to pay prevailing wage for the project construction.

### **FISCAL IMPACT**

The fiscal impact of this item is expected to be \$30,000, but there may be no fiscal impact if energy savings are not found as a result of the study.

**RECOMMENDATION**

Staff recommends that the City Council consider the attached “Program Development Agreement” between City of Buellton and ENGIE Service, U.S., and if found to be acceptable, authorize the City Manager to execute the agreement.

**ATTACHMENTS**

Attachment 1: Program Development Agreement

Attachment 2: Exhibit illustrating possible improvement for Wastewater Treatment Plant

Attachment 3: Exhibit illustrating possible improvement for Post Office site



ENGIE Services Project #: \_\_\_\_\_  
ENGIE Services Contract # R \_\_\_\_\_

## PROGRAM DEVELOPMENT AGREEMENT

This PROGRAM DEVELOPMENT AGREEMENT (this "Agreement") is made and entered into as of July 9, 2020, between ENGIE Services U.S. Inc. ("ENGIE Services U.S."), having its principal offices at 500 Twelfth Street, Suite 300, Oakland, CA 94607, and City of Buellton, with offices located at 107 West Highway 246, Buellton, CA 93247 ("Buellton") and together with ENGIE Services U.S. the "Parties" and each of Buellton and ENGIE Services U.S. a "Party").

WHEREAS, ENGIE Services U.S. is an energy services and solutions company with the technical and management capabilities and experience to perform an integrated energy assessment (an "Assessment") and to identify supply-side and/or demand-side energy conservation measures ("ECMs");

WHEREAS, Buellton desires to enter into an agreement to have ENGIE Services U.S. perform an Assessment in accordance with the scope of work set forth in Attachment A (the "Scope of Work") for the sites listed on Part I of Attachment B (the "Sites"), and to deliver recommendations, described in the Scope of Work, identifying energy improvements and operational changes to be installed or implemented at the Sites (the "Recommendations"); and

WHEREAS, the primary purpose of the Assessment and the Recommendations is to provide an engineering and economic basis for the implementation of the ECMs identified in the Recommendations, in furtherance of which the Parties intend to negotiate and execute a contract providing for, among other things, engineering, procurement, installation, construction and training services (a "Energy Services Contract");

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

### 1. ASSESSMENT AND RECOMMENDATIONS

ENGIE Services U.S. agrees to complete the Assessment and to present Recommendations to Buellton within ninety (90) calendar days after the date on which ENGIE Services U.S. receives the information listed in Part I of Attachment A (the "Required Information"). Buellton agrees to deliver the Required Information to ENGIE Services U.S. no later than thirty (30) calendar days after the date hereof.

Buellton agrees to assist ENGIE Services U.S. in performing the Assessment by (i) providing ENGIE Services U.S. with access to key decision makers and stakeholders of Buellton, (ii) providing ENGIE Services U.S. its employees and agents, such access to the Sites and other relevant facilities of Buellton as ENGIE Services U.S. deems necessary and (iii) providing, or causing Buellton's energy suppliers to provide, complete and accurate data concerning energy usage and costs related to the Sites and other relevant facilities. ENGIE Services U.S. will be entitled to rely upon the accuracy and completeness of all information provided to ENGIE Services U.S. by Buellton and Buellton's energy suppliers. ENGIE Services U.S. will promptly provide written notice to Buellton if ENGIE Services U.S. determines there is any incorrect data included in the information provided by Buellton or Buellton's energy suppliers, but ENGIE Services U.S. will have no obligation to correct or confirm any such information unless otherwise specified in the Scope of Work. Any change(s) in the Scope of Work will be set forth in a writing executed by the Parties.

### 2. COMPENSATION TO ENGIE SERVICES U.S.

Buellton will compensate ENGIE Services U.S. for the Assessment and the Recommendations by payment to ENGIE Services U.S. of a fee (the "Assessment Fee") in the amount of Twenty-Nine Thousand Eight Hundred Fifty-Four Dollars (\$29,854.00).

The Assessment Fee will be due and payable thirty (30) calendar days after ENGIE Services U.S.'s submission of the Recommendations; *provided* that if on such thirtieth (30<sup>th</sup>) calendar day ENGIE Services U.S. (or its affiliate) and Buellton are negotiating a Energy Services Contract in good faith, the Assessment Fee will be due ninety (90) calendar days after ENGIE Services U.S.'s submission of the Recommendations; *provided further*, that if ENGIE Services U.S. (or its affiliate) and Buellton execute a Energy Services Contract, the Assessment Fee, and other fees, costs, expenses, disbursements and overhead of ENGIE Services U.S. incurred during the Assessment, will be incorporated into the total contract price payable under such Energy Services Contract.

Each of Buellton and ENGIE Services U.S. reserves the right to terminate this Agreement at any time during the course of the Assessment, by delivery of written notice to the other. If this Agreement is terminated by Buellton, the Assessment Fee will be payable by Buellton to ENGIE Services U.S. within thirty (30) calendar days of termination. If this Agreement is terminated by ENGIE Services U.S., Buellton will have no obligation to pay any portion of the Assessment Fee to ENGIE Services U.S. If ENGIE Services U.S. determines that the projected savings from implementation of the ECMs identified during the Assessment cannot result in a paid-from-savings project which complies with California Government Code Sections 4217.10 through 4217.18, the Assessment and this Agreement will be terminated by ENGIE Services U.S. and no portion of the Assessment Fee will be due or payable to ENGIE Services U.S.

Any amount not paid when due will, from and after the due date, bear interest at a fluctuating rate equal to the sum of (a) The United States Prime Rate as listed from time to time in the Eastern print edition of the Wall Street Journal<sup>®</sup> plus (b) 2% per annum. Accrued and unpaid interest on past due amounts (including interest on past due interest) will be due and payable upon demand.

### 3. INSURANCE

ENGIE Services U.S. will maintain, or cause to be maintained, for the duration of this Agreement, the insurance coverage outlined in (A) through (F) below, and all such other insurance as required by applicable law. Evidence of coverage will be provided to Buellton via an insurance certificate.

- A. Workers' Compensation/Employers Liability for states in which ENGIE Services U.S. is not a qualified self-insured. Limits as follows:
- \* Workers' Compensation: Statutory
  - \* Employers Liability: Bodily Injury by accident \$1,000,000 each accident  
Bodily Injury by disease \$1,000,000 each employee  
Bodily Injury by disease \$1,000,000 policy limit

- B. Commercial General Liability insurance with limits of:
- \* \$2,000,000 each occurrence for Bodily Injury and Property Damage
  - \* \$4,000,000 General Aggregate - other than Products/Completed Operations
  - \* \$2,000,000 Products/Completed Operations Aggregate
  - \* \$2,000,000 Personal & Advertising Injury
  - \* \$ 100,000 Damage to premises rented to ENGIE Services U.S.

Coverage to be written on an occurrence form. Coverage to be at least as broad as ISO form CG 0001 (04/13) or its equivalent forms, without endorsements that limit the policy terms with respect to: (1) provisions for severability of interest or (2) explosion, collapse, underground hazard.

- C. Auto Liability insurance for owned, hired and non-owned vehicles with limits of \$1,000,000 per accident. Coverage to be written on an occurrence form.
- D. Professional Liability insurance with limits of:
- \* \$1,000,000 per occurrence
  - \* \$1,000,000 aggregate

Coverage to be written on a claims-made form.

- E. Umbrella/Excess Liability Insurance. Limits as follows:
- \* \$1,000,000 each occurrence
  - \* \$1,000,000 aggregate

Coverage terms and limits to apply excess of the per occurrence and/or aggregate limits provided for Commercial General Liability and Professional Liability written on a claims made form. Coverage terms and limits also to apply in excess of those required for Employers Liability and Auto Liability written on an occurrence form.

- F. Policy Endorsements.
- \* The insurance provided for Workers Compensation and Employers Liability above will contain waivers of subrogation rights against Buellton, but only to the extent of the indemnity obligations contained in this Agreement.

- \* The insurance provided for Commercial General Liability and Auto Liability above will:
- (1) include Buellton as an additional insured with respect to Work performed under this Agreement, but only to the extent of the indemnity obligations contained in this Agreement, and
  - (2) provide that the insurance is primary coverage with respect to all insureds, but only to the extent of the indemnity obligations contained in this Agreement.

#### **4. INDEPENDENT CONTRACTOR**

ENGIE Services U.S., and the agents and employees of ENGIE Services U.S., its subcontractors and/or consultants, are acting in an independent capacity in the performance of this Agreement, and not as public officials, officers, employees, consultants, or agents of Buellton for purposes of conflict of interest laws or any other applicable law. This Agreement may not be construed to represent the creation of an employer/employee or principal/agent relationship. ENGIE Services U.S. will act in an independent capacity and retain sole discretion in the manner and means of carrying out its activities under this Agreement. ENGIE Services U.S. is free to work for other entities while under contract with Buellton.

#### **5. ENERGY SERVICES CONTRACT**

As it is the intent of Buellton and ENGIE Services U.S. to pursue cost effective energy retrofits and ECMs at the Sites pursuant to an Energy Services Contract, both Parties agree to enter into good faith negotiations of a Energy Services Contract immediately following completion of the Assessment.

#### **6. WORK PRODUCT**

Buellton will not, by virtue of this Agreement, acquire any interest in any formulas, patterns, devices, secret inventions or processes, copyrights, patents, other intellectual or proprietary rights, or similar items of property which are or may be used in connection with the Assessment or the Recommendations. The Recommendations, and all data, proposals, plans, specifications, flow sheets, drawings, and other work product prepared or produced by ENGIE Services U.S. hereunder ("Work Product") and furnished directly or indirectly, in writing or otherwise, to Buellton under this Agreement will remain ENGIE Services U.S.' property and will be used only in connection with work performed by ENGIE Services U.S. ENGIE Services U.S. will be deemed the author and owner of such Work Product and will retain all common law, statutory and other reserved rights, including copyrights. The Work Product may not be used by Buellton as a basis for facility construction or implementation of ECMs developed herein by any entity other than ENGIE Services U.S., without the prior written agreement of ENGIE Services U.S. Any unauthorized use of the Work Product will be at Buellton's sole risk and without liability to ENGIE Services U.S., and Buellton agrees to defend, indemnify and hold harmless, ENGIE Services U.S., its subcontractors, and their directors, employees, subcontractors, and agents from any and all actions, claims, demands, damages, disabilities, fines, penalties, losses, costs, expenses (including consultants' and attorneys' fees and other defense expenses) and liabilities of any nature (collectively, "Losses") associated with or resulting from such use.

#### **7. LIMITATION OF LIABILITY**

The liability of a defaulting Party, in connection with this Agreement or any analysis, report, recommendations, or other deliverables provided hereunder, will be limited to direct, actual damages. Neither Party shall be liable to the other Party for any special, indirect, incidental or consequential damages whatsoever, whether in contract, tort (including negligence) or strict liability, including, but not limited to, operational losses in the performance of business such as lost profits or revenues or any increase in operating expense. Additionally, each Party waives any claims for negligence in the performance of this Agreement against the other Party to the greatest extent permitted by law. In no event will ENGIE Services U.S. be liable to Buellton for any Losses which collectively exceed the amount of the Assessment Fee, regardless of whether such amounts arise out of breach of contract, guarantee or warranty, tort, product liability, contribution, strict liability or any other legal theory.

ENGIE Services U.S. cannot guarantee that Buellton will receive funding from any energy efficiency rebate, incentive, and/or loan program(s) (collectively, "Incentive Funds"); ENGIE Services U.S. expressly disclaims any liability for Buellton's failure to receive any portion of the Incentive Funds, and Buellton acknowledges and agrees that ENGIE Services U.S. will have no liability for any failure to receive all or any portion of the Incentive Funds.

## 8. NONDISCRIMINATION; COMPLIANCE WITH LAWS

ENGIE Services U.S. will comply with all applicable laws, rules, regulations and policies, including, but not limited to, those relating to nondiscrimination, accessibility and civil rights.

The Parties acknowledge and agree that ENGIE Services U.S. is not a municipal advisor and cannot give advice to Buellton with respect to municipal securities or municipal financial products absent Buellton being represented by, and relying upon the advice of, an independent registered municipal advisor. ENGIE Services U.S. is not subject to a fiduciary duty with regard to Buellton or the provision of information to Buellton. Buellton will consult with an independent registered municipal advisor about the financing option(s) appropriate for Buellton's situation.

## 9. FORCE MAJEURE

Neither Party will be considered to be in default in the performance of any material obligation under this Agreement (other than the obligation to make payments) when a failure of performance will be due to an event of Force Majeure. The term "Force Majeure" will mean any cause beyond the control of the affected Party and which by the exercise of due diligence such Party could not reasonably have been expected to avoid and which, despite using commercially reasonable efforts, it has been unable to overcome. Neither Party will be relieved of its obligation to perform if such failure is due to causes arising out of its own negligence or due to removable or remediable causes which it fails to remove or remedy within a reasonable time period. Either Party rendered unable to fulfill any of its obligations under this Agreement by reason of an event of Force Majeure will give prompt written notice of such fact to the other Party.

## 10. INTEGRATION; AMENDMENT; COUNTERPARTS

This Agreement constitutes the entire contract among the Parties relating to the subject matter hereof and supersedes any and all previous agreements and understandings, oral or written, relating to the subject matter hereof. This Agreement may not be amended except by a writing executed by both Parties. No oral amendment shall be enforceable, even if supported by new consideration. Except as otherwise provided herein, the terms and provisions of this Agreement will apply to, be binding upon, and inure to the benefit of the Parties hereto and their respective heirs, legal representatives, successors, and permitted assigns.

This Agreement may be executed in counterparts (and by different parties hereto in different counterparts), each of which shall constitute an original, but all of which when taken together shall constitute a single contract. Delivery of an executed counterpart of a signature page of this Agreement by email shall be effective as delivery of a manually executed counterpart of this Agreement.

## 11. DISPUTE RESOLUTION; APPLICABLE LAW; VENUE; SEVERABILITY

If a dispute arises out of or relates to this Agreement, or the transaction contemplated by this Agreement (a "Dispute"), either Party may initiate the dispute resolution process set forth in this Section 11 by giving notice to the other Party. Senior executives for the Parties will meet, within thirty (30) calendar days after notice of the Dispute, in an attempt to resolve the Dispute and any other identified disputes or any unresolved issues that may lead to a dispute. If the senior executives are unable to resolve a Dispute or if a senior management conference is not held within the time provided herein, either Party may submit the Dispute to mediation.

If the Dispute is not settled by senior management conference, the Parties will endeavor to settle the Dispute by mediation under the Commercial Mediation Procedures of the American Arbitration Association ("AAA"). Mediation is a condition precedent to arbitration. Once one Party files a request for mediation with the other Party and with the American Arbitration Association, the Parties agree to conclude the mediation within sixty (60) calendar days after filing the request. Either Party may terminate the mediation at any time after the first session, but the decision to terminate must be delivered in person by the Party's representative to the other Party's representative and the mediator.

If the Dispute is not resolved by mediation within sixty (60) calendar days after the date of filing of the request for mediation, then the exclusive means to resolve the Dispute is final and binding arbitration. Either Party may initiate arbitration proceedings by notice to the other Party and the American Arbitration Association. The following provisions apply to all arbitration proceedings pursuant to this Article: (i) The place of arbitration will be the American Arbitration Association office closest to where the Assessment was performed; (ii) one arbitrator will conduct the arbitral proceedings in accordance with the Commercial Arbitration Rules and Mediation Procedures (excluding the Procedures for Large, Complex Commercial Disputes) of the American Arbitration Association currently in effect

("Arbitration Rules") (to the extent of any conflicts between the Arbitration Rules and the provisions of this Agreement, the provisions of this Agreement prevail); (iii) the Parties will submit true copies of all documents considered relevant with their respective statement of claim or defense, and any counterclaim or reply (in the discretion of the arbitrator, the production of additional documents that are relevant and material to the determination of the Dispute may be required); (iv) the arbitrator does not have the power to award, and may not award, any punitive, indirect or consequential damages (however denominated); all arbitration fees and costs are to be shared equally by the parties, regardless of which Party prevails, and each Party will pay its own costs of legal representation and witness expenses; (v) the award must be in the form of a reasoned award; (vi) the Dispute will be resolved as quickly as possible, and the arbitrator will endeavor to issue the arbitration award within six (6) months after the date on which the arbitration proceedings were commenced; and (vii) the award will be final and binding and subject to confirmation and enforcement proceedings in any court of competent jurisdiction.

If any term of this Agreement is declared by a court to be illegal, invalid or unenforceable, the legality, validity and enforceability of the other terms of this Agreement will not be affected or impaired thereby, and the rights and obligations of the Parties will be enforced as if the illegal, invalid or unenforceable term were revised to the minimum extent necessary to make such term legal, valid and enforceable.

*[the Parties' signatures appear on the following page]*

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IN WITNESS WHEREOF, and intending to be legally bound, the Parties hereto subscribe their names to this Agreement.

**ENGIE SERVICES U.S.:**

**BUELLTON:**

**ENGIE Services U.S. Inc.**

**City of Buellton**

**By:** \_\_\_\_\_

**By:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Title:** \_\_\_\_\_

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## ATTACHMENT A

### SCOPE OF WORK

#### I. Required Documents (Needed to Proceed).

##### A. Buellton will provide the following detailed documentation:

1. Most recent three (3) years of audited financial statements.
2. Actual utility company invoices for all utilities serving the Sites, for a minimum of two (2) years, and preferably three (3) years, immediately prior to the date hereof, with, beginning with the most recently completed month.
3. Utility company demand interval recordings of 15/30-minute electrical demand for characteristic months of the year, where available.
4. Record drawings (AutoCAD or hard copy) for the Sites:
  - a. mechanical
  - b. plumbing
  - c. electrical
  - d. building automation and temperature controls
  - e. structural
  - f. architectural
  - g. modifications and remodels
  - h. site landscaping
5. AutoCAD or hard copy of 8 ½" x 11" or 11" x 17" floor and roof plans of all Sites, as well as information on the age, type and condition of buildings and roofs, where available.
6. A list of key contacts at each Site, including Buellton personnel knowledgeable of the electrical systems.
7. Original construction submittals, where available.

#### II. Scope of Work.

The Integrated Energy Assessment (the "Assessment") will be performed as described below:

##### A. Perform detailed review of documents delivered above.

##### B. Perform an inspection survey to:

1. Identify potential energy conservation measures ("ECMs") and opportunities for distributed and renewable generation technologies.
2. Identify the potential locations and type of application for solar photovoltaics (PV) and other ECM installations.
3. Interview the facility manager, chief engineer, or others as needed.
4. Identify comfort or system-function problems which may impact the performance of the recommended measures.
5. Obtain the hours of operation for building systems and equipment, and expected occupancy and use.
6. Survey major energy using equipment, and record (to extent available) the pertinent information for the following:
  - a. Lighting
  - b. Other (process, outdoor lighting, etc.)
  - c. Pumps

d. Water meters

7. Perform Site survey, consisting of:
- a. Site walk
  - b. Shading analysis

C. Perform Utility Analysis and Solar Photovoltaic Production Analysis:

1. Identify current rate schedule, analyze electrical usage and model load profile for each Site
2. Determine expected solar photovoltaic production curve for proposed Sites
3. Overlay electrical load profile with expected solar photovoltaic production curve, to right-size the solar photovoltaic system(s) and identify rate restructuring opportunities.

D. To the extent deemed necessary by ENGIE Services U.S., prepare preliminary engineering for ECMs and renewable opportunities at the Sites, to include:

1. A written description including:
  - a. the existing conditions
  - b. the changes to be made
  - c. the engineering principle(s) which cause energy to be saved
2. A general scope of the construction work required for installation of work.
3. Rough sizing of major equipment and a preliminary selection.

E. Calculate energy use and cost for all viable ECMs and renewable generation technologies:

1. For each ECM or renewable generation technology, calculate annual energy savings
2. Calculation methodology will be determined by ENGIE Services U.S., and may include using modeling software such as Market Manager or Trace 700, or may involve spreadsheet analysis or other accepted, standard engineering procedures.
3. Calculations will follow ASHRAE or other nationally recognized authority and will be based on sound engineering principle(s).
4. Operational and maintenance savings, if any, will be identified as a separate line item.

F. Prepare a preliminary measurement and verification plan, explaining how each ECM is to be measured and verified. This plan need only show intended methodologies, but is not required to identify precise instrumentation and/or formulae intended for use. This plan should be carefully enough prepared so as not to materially conflict with the final measurement and verification plan to be prepared during final negotiations of, and incorporated into, the Energy Services Contract.

G. Prepare a proposed "Project Cost" and a list of "Services to Be Provided," in anticipation of ENGIE Services U.S. and Buellton entering into an Energy Services Contract to design, construct, install, and monitor the projects proposed in the Recommendations. Cost calculations will explicitly state that the Energy Services Contract must be promptly executed to avoid price increases and that hazardous substance or abnormal subsurface/soil condition issues must not be present.

H. ENGIE Services U.S. will provide to Buellton Recommendations which will include:

1. A draft Energy Services Contract which will include the contract amount, scope of work, and payment schedule
2. A scope of work for each ECM per Site which is compatible with Buellton's investment and infrastructure improvement goals
3. An economic analysis for the aggregated Sites, including project costs, utility incentives, energy savings, renewable energy revenue, operation and maintenance savings and any other revenue or program contributions]

**III. Technologies to be Considered:**

A. The technologies listed below will be considered during the performance of assessments:

1. Lighting

Rev. Date: \_\_\_\_\_

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V01/01/16

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- a. Lighting fixture retrofit
- b. Lighting controls
2. Solar streetlights
3. Solar photovoltaic electric generation
4. Battery storage
5. Electric vehicle charging stations
6. Water meters

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**ATTACHMENT B**

**BUELLTON SITE INVENTORY**

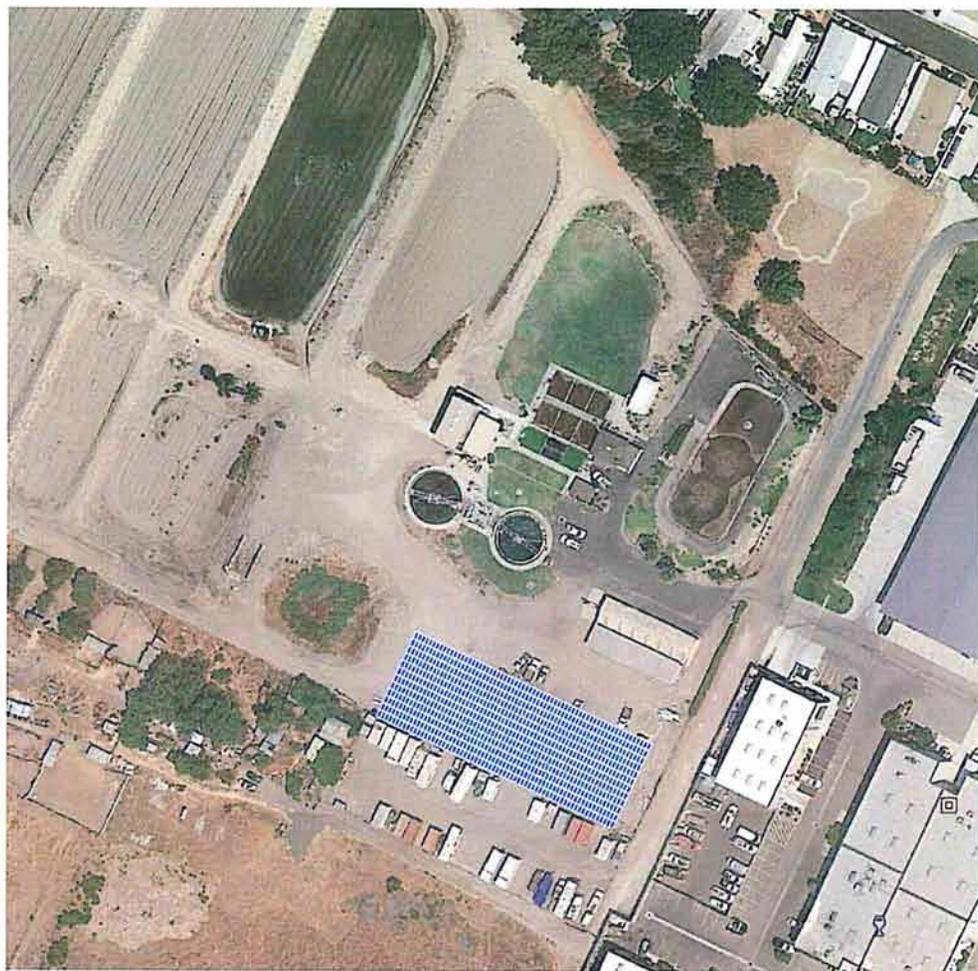
**SITES INCLUDED IN ASSESSMENT**

<b>Site Name</b>	<b>Address</b>
City Hall	107 West Highway 246, Buellton, CA 93247
Wastewater Treatment Plant	79 Industrial Way, Buellton, CA 93247
Library	140 West Highway 246, Buellton, CA 93247
Sheriff Substation	140 West Highway 246, Buellton, CA 93247
Post Office	140 West Highway 246, Buellton, CA 93247

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## Option 2: WWTP Solar Carport – 333 kW





# 140 W HWY 246 Solar Carport – 136 kW



**CITY OF BUELLTON**  
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Scott Wolfe, City Manager

Meeting Date: August 13, 2020

Subject: Discussion Regarding Flag Pole on Median 2

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**BACKGROUND**

On May 14, 2020, the City Council directed staff to investigate alternatives to replacing the flagpole which had been removed as part of the Median 2 project on Avenue of Flags. Alternatives ranged from the originally planned replacement of the pole with a new aluminum pole of a different design from the rest of the poles on the Avenue to the re-assembly and re-use of the original pole which had been removed and cut into pieces for disposal.

Given the desire of the City Council to attempt to replace the pole with the original pole, if possible, staff undertook an assessment of the cost of such replacement, finding that the steps required to ensure a safe re-use of the original pole would likely cost between \$17,000 and \$23,000, after all design, engineering, analysis, and construction were complete. This would be in addition to expenses already incurred in pursuit of the contract which specified the replacement of the original pole with an aluminum one.

Upon recognition of the high cost of re-assembly of the original steel pole, another alternative presented itself with the discovery of another steel pole, of apparently identical dimensions and material, constructed by the same blacksmith (Kris Klibo), which stands at a property along Industrial Way. Following direction from the City Council, staff approached the property tenants about acquiring the pole. The owner appears to be amenable to the City acquiring the pole in exchange for the City providing a replacement pole for the property.

A cursory analysis of this option appears to indicate a cost of \$6,000 and \$11,000, depending upon whether certain costs are required, plus the costs of either a replacement pole or a re-designed footing (to use the pole already purchased for the Median 2 location). The final cost will be dependent upon other factors which may not be clear until the work is begun. Nevertheless, this option represents a significant savings to the City to accomplish the goal of replacing the original flagpole on Median 2.

**FISCAL IMPACT**

Fiscal impact will likely vary depending upon work needing to be done with regard to the design of the footings for both the Median 2 site and the Industrial Way location. However, anticipated costs are between \$10,000 and \$16,000.

**RECOMMENDATION**

Given this apparent savings, staff is recommending that the City Council direct staff to pursue acquisition of the replacement pole on Industrial Way, to include purchases for providing a replacement pole for the property owner.

**CITY OF BUELLTON**  
City Council Agenda Staff Report

City Manager Review: SW  
Council Agenda Item No.: 10

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: August 13, 2020

Subject: Resolution No. 20-21 – “A Resolution of the City Council of the City of Buellton, California, for the Purpose of Budget Amendments from Operational Changes Related to Fiscal Year 2019-20 Budget through the Fourth Quarter Ending June 30, 2020”

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**BACKGROUND**

As part of the City’s budget process, staff periodically presents to the City Council for consideration various operational and personnel adjustments in conjunction with the quarterly financial report. Amendments during the fiscal year are accomplished at quarterly intervals while staff outlines current economic conditions.

The COVID-19 pandemic has forced the City to adjust projected revenues and pull from General Fund reserves to offset revenue losses. Staff is presenting the following additional operational recommendations for incorporation into the 2019-20 budget. Some of the proposed adjustments have been previously authorized by City Council.

General Government – Changes to Revenue Projections (\$3,202,273)

- Transient Occupancy Tax (TOT) – 001-41035: \$425,958 decrease in revenue projections to reflect TOT loss as a result of the COVID-19 shelter in place order issued on March 20, 2020. Hotel occupancy rates for the months of March through June were 37%, 15%, 21%, 48% respectively.
- Sales Tax – 001-41025: \$257,000 decrease in revenue projections to reflect the loss of sales tax revenue due to the COVID-19 shelter in place order. Decrease also reflects potential revenue loss from the Governor’s mandate to defer sales tax payments for a period of 12 months of small businesses.
- Buellton Program Recreation Programs – 001-44005: \$48,975 decrease in revenue to projections reflect the loss of revenue from recreation programs that were forced to cancel due to the shelter in place order.

- Buellton Recreation Program Trips – 001-44015: \$21,480 decrease in revenue projections to reflect revenue loss from cancelled trips due to the shelter in place order.
- Park Reservation Fees - 001-44020: \$2,956 decrease in revenue projections to reflect revenue loss from cancelled park reservation due to the shelter in place order.
- Cost Reimbursement - 001-44035: \$76,795 increase to revenue projections to reflect a 75% cost-sharing FEMA Reimbursement for the City's contribution to the Senior Center's expanded Meals on Wheels Program.
- Interest Revenue – 001-44105: \$114,000 increase reflects earnings from Certificate of Deposits
- Transfer from Reserves – 001-44040: An additional \$3,746,159 from reserves is necessary to cover the cost of Avenue of Flags Median 2 construction (\$937,773) that was originally budgeted for FY 2020/21 and moved up one fiscal year. In addition, it reflects \$2,000,000 for the purchase of 202 Dairyland Road. The remaining \$808,385 is necessary to cover revenue losses due to COVID-19.

General Government – Changes to appropriations (\$3,202,273)

- Non-Departmental – 001-410-: \$5,000 increase in appropriations to sponsor Santa Ynez Valley's first Open Streets.
- Non-Departmental – 001-410-: \$937,773 increase appropriations to move construction of Median 2 improvements to Fiscal Year 2019-20 instead of FY 2020-21.
- Non-Departmental – 001-410-: \$9,620 increase in appropriation to conduct a community satisfaction survey. On February 13, 2020, City Council approved an agreement with True North Research to conduct a community survey. The total cost of was \$28,250, but due to the pandemic, the survey was postponed and the proposed amendment reflects the amount that has been billed to the City.
- Non-Departmental – 001-410-: \$17,000 appropriation increase to purchase security alarm system and security cameras at City Hall and the Post Office.
- Non-Departmental – 001-410-: \$15,000 increase in appropriation to Senior Center for its expanded Meals on Wheels Program. The cost will be offset with budget savings in budget line item: 001-558-74100 Cash for Grass Program.
- Non-Departmental – 001-410-: \$87,395 increase in appropriations to contribute additional monies to the Senior Center for its expanded Meals on Wheels Program. FEMA has reimbursed the City for estimated costs of proving meals to senior during the period of April 16, 2020 through June 10, 2020. The estimated cost was about \$102,395 for that period. The cost will be offset with FEMA reimbursement.
- Non-Departmental 001-410-: \$75,000 decrease in appropriations to remove Capital Project 092-201 Facilities Maintenance and Painting and Project 092-218 River View and Oak Park Facilities Payment.
- Parks 001-552-: Increase appropriations to add Village Park irrigation to the Landscape contract.

- Public Works 001-558-: Increase appropriations by \$1,000 to reflect additional safety equipment for staff due to COVID-19.
- Public Works 001-558- Increase in appropriations by \$2,000,000 to reflect the purchase of 202 Dairyland Road.
- Multiple Departments: \$21,434 increase in appropriations to update desktop computers and server to Windows 10. The total cost of the upgrade will be offset with budget savings from line item: 001-410-50600 Insurance- Liability Account.
- City Attorney 001-404: \$21,700 increase in appropriations to reflect attorney costs in excess to the retainer amount. Some of these additional cost relate to assistance with impacts of COVID-19.

Capital Improvement Budget – Changes to appropriations (\$862,773)

- Project 092-201 Facilities Maintenance: \$50,000 decrease in appropriations. Project can be covered under the operating budget.
- Project 092-218 Oak Park and River View Painting: \$25,000 decrease in appropriations. Project can be covered under the operating budget.
- Project 092-215 Avenue of Flags Median 2 Improvement: \$937,773 increase in appropriation to reflect cost of construction. Project was moved up one fiscal year.

**General Fund Overview:**

The current General Fund Budget reflects revenues over expenditures of \$0 for FY 2019/20. The actual revenue over expenditures for FY 2019/20 is - \$2,579,527. The City received about 96% of budgeted revenue. The General Fund has enough reserves to cover the deficit. The actual General Fund expenditures were about 115% of the budgeted amount. The table on the following page summarizes the actual revenues over expenditures versus budgeted amounts. The amounts presented in this table are preliminary and are subject to change after the end-of-year audit fieldwork scheduled for late September 2020. Final numbers will be presented to City Council after the completion of the financial audit.

As shown by the General Fund Summary Table, the City Attorney, Non-Departmental, Public Safety and Public Works Department are over budget. These departments will require budget amendments and will be within budget once the proposed amendments are approved.

The Non-Departmental budget accounts for Capital Improvement Projects and shows 77% of the budget expended. A total of \$1,697,003 was expended during FY 2019/20. Several Capital Projects not been completed and have been carried over to the new fiscal year.

**General Fund Summary**

	Original FY 2019/20 Budget	Current FY 2019/20 Budget	Proposed Amended Budget	FY 2019/20 YTD	% to Date (Budget vs. Actual)
<b>Operating Revenues</b>					
Property Tax	\$ 1,546,008.00	\$ 1,546,008.00	\$ 1,546,008.00	\$ 1,655,084.31	107.1%
Franchise Fees	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 299,750.94	119.9%
Sales Tax*	\$ 2,507,000.00	\$ 2,507,000.00	\$ 2,250,000.00	\$ 2,250,116.95	89.8%
Transient Occupancy Tax	\$ 2,974,800.00	\$ 2,974,800.00	\$ 2,548,841.00	\$ 2,548,841.70	85.7%
Fees & Permits	\$ 10,575.00	\$ 10,575.00	\$ 10,575.00	\$ 9,360.00	88.5%
Revenue from Other Agencies	\$ 596,825.00	\$ 680,611.00	\$ 680,611.00	\$ 682,485.68	100.3%
Charges for Current Services	\$ 214,936.00	\$ 214,936.00	\$ 141,514.00	\$ 143,840.28	66.9%
Fines & Penalties	\$ 20,700.00	\$ 20,700.00	\$ 20,700.00	\$ 15,191.96	73.4%
Use of Monies & Property	\$ 175,000.00	\$ 175,000.00	\$ 289,000.00	\$ 294,521.35	168.3%
Miscellaneous	\$ 8,978.00	\$ 8,978.00	\$ 85,773.00	\$ 155,854.50	1736.0%
<b>Total Operating Revenue</b>	<b>\$ 8,304,822.00</b>	<b>\$ 8,388,608.00</b>	<b>\$ 7,823,022.00</b>	<b>\$ 8,055,047.67</b>	<b>96.0%</b>
Transfers from Reserves	\$ 826,066.00	\$ 880,205.00	\$ 4,648,064.00	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 9,130,888.00</b>	<b>\$ 9,268,813.00</b>	<b>\$ 12,471,086.00</b>	<b>\$ 8,055,047.67</b>	<b>86.9%</b>
<b>Expenditures</b>					
City Council	\$ 136,153.00	\$ 136,153.00	\$ 136,153.00	\$ 128,856.76	94.6%
City Manager	\$ 240,809.00	\$ 277,613.00	\$ 277,613.00	\$ 282,101.79	101.6%
City Clerk	\$ 128,796.00	\$ 128,796.00	\$ 128,965.00	\$ 123,743.27	96.1%
City Attorney	\$ 175,000.00	\$ 175,000.00	\$ 196,700.00	\$ 196,700.29	112.4%
Non-Departmental	\$ 1,019,752.00	\$ 1,037,752.00	\$ 1,207,925.00	\$ 1,235,153.26	119.0%
Finance	\$ 194,831.00	\$ 194,831.00	\$ 198,504.00	\$ 194,550.84	99.9%
Public Safety - Police/Fire	\$ 2,019,440.00	\$ 2,021,576.00	\$ 2,204,361.00	\$ 2,207,959.13	109.2%
Leisure Services - Library	\$ 203,321.00	\$ 203,321.00	\$ 203,321.00	\$ 199,629.78	98.2%
Recreation	\$ 563,485.00	\$ 613,485.00	\$ 613,485.00	\$ 528,843.65	86.2%
Public Works- Street Lights	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 51,625.78	79.4%
Public Works - Storm Water	\$ 370,660.00	\$ 370,660.00	\$ 370,660.00	\$ 274,749.49	74.1%
Public Works - Parks	\$ 387,750.00	\$ 428,435.00	\$ 443,435.00	\$ 361,709.52	84.4%
Public Works - Landscape	\$ 110,200.00	\$ 110,200.00	\$ 110,200.00	\$ 106,412.14	96.6%
Public Works - General	\$ 676,342.00	\$ 676,342.00	\$ 2,662,342.00	\$ 2,590,149.32	383.0%
Planning	\$ 640,849.00	\$ 631,149.00	\$ 631,149.00	\$ 455,116.39	72.1%
<b>Operating Expenditures</b>	<b>\$ 6,932,388.00</b>	<b>\$ 7,070,313.00</b>	<b>\$ 9,449,813.00</b>	<b>\$ 8,937,301.41</b>	<b>126.4%</b>
Transfers for CIP (Fund 092)	\$ 2,198,500.00	\$ 2,198,500.00	\$ 3,021,273.00	\$ 1,697,002.80	77.2%
<b>Total Expenditures</b>	<b>\$ 9,130,888.00</b>	<b>\$ 9,268,813.00</b>	<b>\$ 12,471,086.00</b>	<b>\$ 10,634,304.21</b>	<b>114.7%</b>
<b>General Fund Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (2,579,256.54)</b>	<b>0.0%</b>

**FISCAL IMPACTS**

The proposed appropriation for the General Fund amounts to a total increase of \$3,202,273 offset with transfers from reserves.

**RECOMMENDATION**

That the City Council consider adoption of Resolution No. 20-21 - “A Resolution of the City Council of the City of Buellton, California, for the Purpose of Budget Amendments from Operational Changes related to Fiscal Year 2019-20 Budget through the Fourth Quarter ending June 30, 2020”

**ATTACHMENTS**

Resolution No. 20-21 (Exhibit A)

**RESOLUTION NO. 20-21**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, FOR THE PURPOSE OF BUDGET AMENDMENTS FROM OPERATIONAL CHANGES RELATED TO FISCAL YEAR 2019-20 BUDGET THROUGH THE FIRST QUARTER ENDING JUNE 30, 2020**

**WHEREAS**, the City Council adopted the Biennial Fiscal Year 2019-20 and 2020-21 Budget; and

**WHEREAS**, it is necessary to make amendments to Biennial Fiscal Year 2019-20 Budget as part of the Fourth Quarter Financial Report.

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

That proposed budget amendments on the attached Exhibit A for the Fiscal Year 2019-20 are approved.

The proposed operational changes are intended to maximize operational efficiencies and enhance service delivery. The General Fund increased appropriations in the amount \$3,202,273 offset with corresponding revenue and transfer from reserves. The overall General Fund budget change nets to zero.

The Capital Projects Fund increased by \$862,773 which is offset with corresponding transfers-in from the General Fund. The net result of the proposed appropriation to the General Fund nets to zero.

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

**PASSED, APPROVED and ADOPTED** this 13<sup>th</sup> day of August, 2020.

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Holly Sierra  
Mayor

ATTEST:

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Linda Reid  
City Clerk

**City of Buellton**  
**Fiscal Year 2019-2020 Budget Amendments - Fourth Quarter**

**August 13, 2020**

**BUDGET AT A GLANCE**  
**(WITH PROPOSED BUDGET AMENDMENTS)**

**Resolution No. 20- 21**

*"A Resolution of the City Council of the City of Buellton, California, for the Purpose of Budget Amendments from Operational Changes related to Fiscal Year 2019-20 through the FourthQuarter Ending June 30, 2020"*

<b>Fund</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Surplus (Deficit)</b>
001- General	\$ 12,471,086	\$ 12,471,086	\$ -
005- Wastewater	\$ 1,868,269	\$ 1,868,269	\$ -
006- Wastewater Capital	\$ 647,916	\$ 647,916	\$ -
020- Water	\$ 2,846,546	\$ 2,846,546	\$ -
021- Water Capital	\$ 624,000	\$ 624,000	\$ -
023- Housing	\$ 5,000	\$ 3,000	\$ 2,000
024 - Traffic Mitigation	\$ 350	\$ -	\$ 350
025- Gas Tax	\$ 349,575	\$ 349,575	\$ -
027- Local Transportation	\$ 226,500	\$ 226,500	\$ -
029- Transportation Planning	\$ 45,000	\$ 45,000	\$ -
031- Measure A	\$ 646,925	\$ 646,925	\$ -
092 - Capital Project	\$ 5,226,273	\$ 5,226,273	\$ -
<b>Total</b>	<b>\$ 24,957,440</b>	<b>\$ 24,955,090</b>	<b>\$ 2,350</b>

**Fund Balance Analysis**

<b>Fund</b>	<b>Beginning Fund Balance</b>	<b>Operating Revenue</b>	<b>Operating Expenditures</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Use of Reserve</b>	<b>Ending Balance</b>
001- General	\$ 10,401,733	\$ 8,388,607	\$ 7,050,713	\$ -	\$ 2,218,100	\$ 880,206	\$ 9,521,527
005- Wastewater	\$ 3,188,079	\$ 1,217,850	\$ 1,330,466	\$ -	\$ 537,803	\$ 650,419	\$ 2,537,660
006- Wastewater Capital	\$ 230,946	\$ 60,113	\$ 22,916	\$ 537,803	\$ 625,000	\$ 50,000	\$ 180,946
020- Water	\$ 6,400,079	\$ 2,493,575	\$ 2,465,866	\$ -	\$ 380,680	\$ 352,971	\$ 6,047,108
021- Water Capital	\$ 403,505	\$ 93,320	\$ 24,000	\$ 380,680	\$ 600,000	\$ 150,000	\$ 253,505
023- Housing	\$ 484,515	\$ 5,000	\$ 3,000	\$ -	\$ -	\$ -	\$ 486,515
024 - Traffic Mitigation	\$ 35,567	\$ 350	\$ -	\$ -	\$ -	\$ -	\$ 35,917
025- Gas Tax	\$ 307,782	\$ 301,507	\$ 112,000	\$ -	\$ 237,575	\$ 48,068	\$ 259,714
027- Local Transportation	\$ 323,882	\$ 6,595	\$ 106,500	\$ 74,500	\$ 120,000	\$ 145,405	\$ 178,477
029- Transportation Planning	\$ (103,453)	\$ 35,400	\$ 45,000	\$ 9,600	\$ -	\$ -	\$ (103,453)
031- Measure A	\$ 493,699	\$ 363,613	\$ -	\$ -	\$ 646,925	\$ 283,312	\$ 210,387
092- CIP	\$ -	\$ -	\$ 4,363,500	\$ 4,363,500	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 22,166,336</b>	<b>\$ 12,965,930</b>	<b>\$ 15,523,961</b>	<b>\$ 5,366,083</b>	<b>\$ 5,366,083</b>	<b>\$ 2,560,381</b>	<b>\$ 19,608,305</b>

**City of Buellton Fiscal Year 2019-2020 Operating Budget Amendments**

Schedule of Expenditures for FY 2019-20: 4th Quarter Operating Budget Amendments						
Fund	Original		Proposed Amendments	Amended Budget	% Change	% of Budget
	Budget	Current Budget				
001- General	9,130,888	9,268,813	3,202,273	12,471,086	35.07%	63.21%
005- Wastewater	1,693,269	1,868,269	-	1,868,269	0.00%	9.47%
006- Wastewater Capital	472,916	647,916	-	647,916	0.00%	3.28%
020- Water	2,846,546	2,846,546	-	2,846,546	0.00%	14.43%
021- Water Capital	624,000	624,000	-	624,000	0.00%	3.16%
023- Housing	5,000	5,000	-	5,000	0.00%	0.03%
024 - Traffic Mitigation	350	350	-	350	0.00%	0.00%
025- Gas Tax	349,575	349,575	-	349,575	0.00%	1.77%
027- Local Transportation	176,500	226,500	-	226,500	0.00%	1.15%
029- Transportation Planning	45,000	45,000	-	45,000	0.00%	0.23%
031- Measure A	546,925	646,925	-	646,925	0.00%	3.28%
<b>Total</b>	<b>15,890,969</b>	<b>16,528,894</b>	<b>3,202,273</b>	<b>19,731,167</b>	<b>20.15%</b>	<b>100.00%</b>
<b>By Fund Type</b>						
General Fund	9,130,888	9,268,813	3,202,273	12,471,086	35.07%	63.21%
Enterprise Fund	5,636,731	5,986,731	-	5,986,731	0.00%	30.34%
Special Revenue Funds	1,123,350	1,273,350	-	1,273,350	0.00%	6.45%
<b>Total:</b>	<b>15,890,969</b>	<b>16,528,894</b>	<b>3,202,273</b>	<b>19,731,167</b>	<b>20.15%</b>	<b>100.00%</b>

FY 2019-20 4th Quarter Review Expenditure Budget Amendment Requests				
Fund	Budget Action	Adjustment Amount	Council Action	
General	Increase Transfers from Reserve to reflect transfer required to fund appropriation increase for Avenue of Flags Median 2 construction.	\$ 937,773	On February 13, 2020, City Council awarded construction contract for the Avenue of Flags Median 2 Improvement Project.	
General	Increase from Transfer from Reserve to reflect the Purchase of 202 Dairyland Road.	\$ 2,000,000	On May 21, 2020, City Council approved the purchase of 202 Dairyland Road.	
General	Increase revenue projection to reflect actual interest income.	\$ 114,000		To be taken on August 13, 2020
General	Decrease revenue projections for transient occupancy tax (TOT) to reflect TOT loss as a result of COVID-19 shelter in place order on March 20, 2020.	\$ (425,958)		To be taken on August 13, 2020
General	Decrease revenue projections for sales tax to reflect revenue loss as a result of COVID-19 shelter in place order and to reflect governor's mandate to defer sales tax payments for a period of 12 months for small businesses.	\$ (257,000)		To be taken on August 13, 2020
General	Decrease to revenue projections for Buellton Recreation Program revenues to reflect revenue loss from the closure of non-essential services due COVID-19 Shelter in Place order.	\$ (48,986)		To be taken on August 13, 2020
General	Decrease to revenue projections for Buellton Recreation Program Trips revenues to reflect revenue loss from the closure of non-essential services due COVID-19 Shelter in Place order.	\$ (21,480)		To be taken on August 13, 2020
General	Decrease to revenue projections for Park reservation fees to reflect revenue loss from the closure of non-essential services due COVID-19 Shelter in Place order.	\$ (2,956)		To be taken on August 13, 2020
General	Increase revenue projection to reflect FEMA reimbursement receipt for City's contribution to the Buellton Senior Center for its Meals on Wheels Program.	\$ 76,795		To be taken on August 13, 2020
General	Increase from Transfer from Reserve to cover losses due to COVID-19.	\$ 830,085		To be taken on August 13, 2020

Budget Amendments by Revenue Account Number						
Account	Budget Item	Type	Current FY 2019/20 Budget	With Proposed Amendment	Increase (Decrease)	% Change
001-41035	Transient Occupancy Tax	Revenue	2,974,800	2,548,841	(425,959)	-14.32%
001-41025	Sales Tax	Revenue	2,507,000	2,250,000	(257,000)	-10.25%
001-44005	Buellton Recreation Program	Revenue	165,000	116,014	(48,986)	-29.69%
001-44015	Buellton Recreation Program Trips	Revenue	33,000	11,520	(21,480)	-65.09%
001-44020	Park Reservation Fees	Revenue	5,386	2,430	(2,956)	-54.88%
001-44035	Cost Reimbursement	Revenue	-	76,795	76,795	0.00%
001-44040	Transfer from Reserves	Transfer	880,205	4,648,064	3,767,859	428.07%
001-44105	Interest	Revenue	90,000	204,000	114,000	126.67%
<b>Amendment Total:</b>					<b>\$ 3,202,273</b>	

Budget Amendments by Funding Source Type					
Fund	Type	Current Budget	With Proposed Amendment	\$ Change	% Change
General	Operating Revenue	8,304,821	7,739,235	(565,586)	-6.81%
General	Use of Reserves	880,205	4,648,064	3,767,859	428.07%
<b>Total Change:</b>				<b>\$ 3,202,273</b>	

**City of Buellton Fiscal Year 2019-2020 Operating Budget Amendments**

Schedule of Expenditures for FY 2019-20: 4th Quarter Operating Budget Amendments							
Fund	Original	Current Budget	Proposed		% Change	% of Budget	
	Budget		Amendments	Amended Budget			
001- General	9,130,888	9,268,813	3,202,273	12,471,086	35.07%	63.21%	
005- Wastewater	1,693,269	1,868,269		1,868,269	0%	9.47%	
006- Wastewater Capital	472,916	647,916	-	647,916	0%	3.28%	
020- Water	2,846,546	2,846,546		2,846,546	0%	14.43%	
021- Water Capital	624,000	624,000		624,000	0%	3.16%	
023- Housing	3,000	3,000		3,000	0%	0.02%	
024 - Traffic Mitigation	-	-		-	0%	0.00%	
025- Gas Tax	349,575	349,575		349,575	0%	1.77%	
027- Local Transportation	176,500	226,500		226,500	0%	1.15%	
029- Transportation							
Planning	45,000	45,000		45,000	0%	0.23%	
031- Measure A	546,925	646,925		646,925	0%	3.28%	
<b>Total</b>	<b>15,888,619</b>	<b>16,526,544</b>	<b>3,202,273</b>	<b>19,728,817</b>	<b>0</b>	<b>100.00%</b>	
<b>By Fund Type</b>							
General Fund	9,130,888	9,268,813	3,202,273	12,471,086	36.58%	63.21%	
Enterprise Fund	5,636,731	5,986,731	-	5,986,731	0.00%	30.35%	
Special Revenue Funds	1,121,000	1,271,000	-	1,271,000	0.00%	6.44%	
<b>Total:</b>	<b>15,888,619</b>	<b>16,526,544</b>	<b>3,202,273</b>	<b>19,728,817</b>	<b>36.58%</b>	<b>100.00%</b>	

**FY 2019-20 4th Quarter Review Expenditure Budget Amendment Requests**

Fund	Budget Action	Adjustment Amount	Council Action
General	Increase appropriations to sponsor Santa Ynez Valley's first Open Streets Event	\$ 5,000	On December 12, 2019, City Council approved sponsorship of the Open Streets Event.
General	Increase appropriation by \$937,773 to move forward with construction of Median 2 Improvement Project this fiscal year instead of FY 2020/21.	\$ 937,773	On February 13, 2020, City Council awarded construction contact for the Avenue of Flags Median 2 Improvement Project.
General	Increase appropriations by \$9,620 to conduct a community satisfaction survey. Contract amount was \$28,250 and due to COVID-19 was postponed until further notice.	\$ 9,620	On February 13, 2020, City Council authorizing an agreement with True North Research to conduct a community satisfaction.
General	Increase appropriation to update desktop computers and server to Windows 10. The total General cost of the upgrades is \$10,452.43. The cost will be offset with budget savings from budget line item: 001-410-50600 Insurance - Liability account.	\$ -	On February 27, 2020, City approved the purchase of upgraded computer equipment and server for the total purchase price of \$21,433.63
General	Increase appropriations by \$17,000 to purchase security alarm system and security cameras.	\$ 17,000	On March 12, 2020, City Council approved the expenditure not to exceed \$17,000.
General	Increase appropriation to Senior Center in the amount of \$15,000. The total cost will be offset with budget savings in the budget line item: 001-558-74100 Cash for Grass Program.	\$ -	On April 9, 2020, City Council approved to contribute \$15,000 to the Buellton Senior Center to provide meals to senior citizens as part of the Meals on Wheels Program.
General	Increase appropriation to reflect cost of Motor Deputy which is billed separately by Santa Barbara County Sheriff's Department.	\$ 182,785	To be taken on August 13, 2020
General	Decrease appropriations to remove Capital Improvement Projects: 092- 201: Facilities Maintenance & Painting	\$ (50,000)	To be taken on August 13, 2020
General	Decrease appropriations to remove Capital Improvement Projects: 092- 218: River View and Oak Park Facilities Painting	\$ (25,000)	To be taken on August 13, 2020
General	Increase appropriations to add Village Park irrigation	\$ 15,000	To be taken on August 13, 2020
General	Increase appropriations to reflect additional safety equipment for staff due to COVID-19	\$ 1,000	To be taken on August 13, 2020
General	Increase appropriation for the purchase of 202 Dairyland Road	\$ 2,000,000	On May 21,2020, City Council approved the purchase of 202 Dairyland Road.
General	Increase appropriation to reflect cost of attorney fees exceeding retainer amount.	\$ 21,700	To be taken on August 13, 2020
General	Increase appropriation to emergency operations in the amount of \$87,395. The total cost will be offset with reimbursement from FEMA.	\$ 87,395	To be taken on August 13, 2020

Budget Amendments by Account Number							
Account	Budget Item	Type	Current Budget	With Proposed Amendment	\$ Change	% Change	
001-403-72200	Office Furniture	Expenditure	1,000	-	(1,000)	-100.00%	
001-403-72300	Computer Equipment	Expenditure	-	1,169	1,169	0.00%	
001-402-60840	Contract Legal Services	Expenditure	175,000	196,700	21,700	0.00%	
001-410-50600	Insurance Liability	Expenditure	80,000	72,786	(7,214)	-9.02%	
001-410-60800	Contract Services	Expenditure	4,000	13,620	9,620	240.50%	
001-410-67205	Senior Center	Expenditure	65,000	167,395	102,395	157.53%	
001-410-69600	Undesignated Misc. Support	Expenditure	4,000	9,000	5,000	125.00%	
001-410-72100	Equipment	Expenditure	-	17,000	17,000	0.00%	
001-410-72300	Computer Equipment	Expenditure	-	3,372	3,372	0.00%	
	Transfer to other Funds for						
	Capital Projects	Expenditure	2,158,500	3,021,273	862,773	39.97%	
001-420-72300	Computer Equipment	Expenditure	1,000	4,673	3,673	367.30%	
001-501-60800	Contract Services	Expenditure	1,985,668	2,168,453	182,785	9.21%	
001-552-61211	Utilities - Water	Expenditure	60,000	75,000	15,000	25.00%	
001-558-67600	Safety Equipment	Expenditure	1,500	2,500	1,000	66.67%	
001-558-72300	Computer Equipment	Expenditure	-	1,242	1,242	0.00%	
001-558-73500	Equipment	Expenditure	5,000	3,758	(1,242)	-24.84%	
001-558-74100	Improvements - Cash for Grass	Expenditure	25,000	10,000	(15,000)	-60.00%	
001-558-71100	Property Acquisition	Expenditure	-	2,000,000	2,000,000	0.00%	
<b>Amendment Total:</b>					<b>\$ 3,202,273</b>		

Department Summary					
Fund	Department	Current Budget	With Proposed		
			Amendment	\$ Change	% Change
General	403 - City Clerk	128,796	128,965	169	0.13%
General	404 - City Attorney	175,000	196,700	21,700	12.40%
General	410 - Non-Departmental	3,236,252	4,229,198	992,946	30.68%
General	420 - Finance	194,831	198,504	3,673	1.89%
General	501 - Public Safety	2,021,576	2,204,361	182,785	9.04%
General	552 - Parks	428,435	443,435	15,000	3.50%
General	558 - Public Works General	676,342	2,662,342	1,986,000	293.64%
			<b>Amendment Total:</b>	<b>\$ 3,202,273</b>	

City of Buellton Fiscal Year 2019-2020 Capital Improvement Budget Amendments						
Project Number	PROJECT DESCRIPTION	FY 19-20 Original Budget	FY 19-20 Current Budget	FY 19-20		
				Additions/(Deletions)	FY 19-20 Amended Total	% Change
092-102	Storm Drain Outfall Repairs & Re-Establishment	40,000	40,000	-	40,000	0.00%
092-201	Facilities Maintenance & Painting	50,000	50,000	(50,000)	-	0.00%
092-207	Santa Ynez River Trail	50,000	50,000	-	50,000	0.00%
092-211	Village Park Improvement	216,000	216,000	-	216,000	0.00%
092-214	City Hall Emergency Generator & Electrical Replacement	40,000	40,000	-	40,000	0.00%
092-215	Ave of Flags Specific Plan - Median 2	200,000	200,000	937,773	1,137,773	0.00%
092-217	River View Park Basketball Court Resurfacing	80,000	80,000	-	80,000	0.00%
092-218	River View /Oak Park Facilities Painting	25,000	25,000	(25,000)	-	0.00%
092-306	Phase III Hwy 246 & Sycamore Ped Xing	670,000	670,000	-	670,000	0.00%
092-307	McMurray Road Widening/ TS Improvements	200,000	200,000	-	200,000	0.00%
092-308	North Avenue of Flags Park & Ride	50,000	100,000	-	100,000	0.00%
092-311	Industrial Way Street Lights	82,500	82,500	-	82,500	0.00%
092-314	Storm Drain Inlet & Catch Basin Retrofit Improvements	150,000	150,000	-	150,000	0.00%
092-315	Ave of Flags Pedestrian/Drainage Improvement	140,000	140,000	-	140,000	0.00%
092-317	Road Maintenance (18/19)	470,000	570,000	-	570,000	0.00%
092-318	Road Maintenance (19/20)	475,000	475,000	-	475,000	0.00%
092-401	Misc. River View Park Improvements	50,000	50,000	-	50,000	0.00%
092-603	WTP Facilities Improvement	150,000	150,000	-	150,000	0.00%
092-607	Water Meter Upgrades	100,000	100,000	-	100,000	0.00%
092-608	WTP/Booster Power Reliability	200,000	200,000	-	200,000	0.00%
092-609	Supplemental Well/WTP Feasibility	50,000	50,000	-	50,000	0.00%
092-610	Water Distribution System Improvements	100,000	100,000	-	100,000	0.00%
092-704	Sewer Line Replacement	150,000	325,000	-	325,000	0.00%
092-706	WWTP Facilities Improvements	300,000	300,000	-	300,000	0.00%
<b>Total Capital Improvement Budget:</b>		<b>4,038,500</b>	<b>4,363,500</b>	<b>862,773</b>	<b>5,226,273</b>	<b>21.36%</b>

**FY 2019-20 4th Quarter Review Capital Budget Amendment Requests**

Project	Budget Action	Adjustment Amount	Council Action
092-215	Transfer from General Fund to cover increase to Avenue of Flags Median 2 construction.	\$ (937,773)	On February 13, 2020, City Council awarded construction contact for the Avenue of Flags Median 2 Improvement Project.
092-215	Appropriation increase is necessary for construction of Avenue of Flags Median 2 construction.	\$ 937,773	On February 13, 2020, City Council awarded construction contact for the Avenue of Flags Median 2 Improvement Project.
092-201	Reduce transfer from General Cost to remove project from Capital Project	\$ 50,000	To be taken August 13, 2020
092-201	Appropriation decrease to remove project from Capital Improvement Budget	\$ (50,000)	To be taken August 13, 2020
092-218	Reduce transfer from General Cost to remove project from Capital Project	\$ 25,000	To be taken August 13, 2020
092-218	Appropriation decrease to remove project from Capital Improvement Budget	\$ (25,000)	To be taken August 13, 2020

**Budget Amendments by Project Account Number**

Account	Budget Item	Type	Original Budget	With Proposed	
				Amendment	\$ Change
092-49727	Transfer from General Fund	Transfer	\$ (2,198,500)	\$ (3,061,273)	\$ (862,773)
092-215-74100	Construction and Improvement	Expenditure	\$ -	\$ 937,773	\$ 937,773
092-201-74100	Construction and Improvement	Expenditure	\$ 50,000	\$ -	\$ (50,000)
092-218-74100	Construction and Improvement	Expenditure	\$ 25,000	\$ -	\$ (25,000)
				<b>Net Change:</b>	<b>\$ -</b>