



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of September 12, 2019 at 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

Materials related to an item on this agenda, as well as materials submitted to the City Council after distribution of the agenda packet, are available for public inspection in the Office of the City Clerk, located at 107 West Highway 246, during normal business hours.

CALL TO ORDER

Mayor Holly Sierra

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Dave King, Art Mercado, John Sanchez, Vice Mayor Ed Andrisek, 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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 August 8, 2019 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2018/19 and 2019/20**

- 3. **Quarterly Report for April 1, 2019 through June 30, 2019 from Visit Santa Ynez Valley (VisitSYV)**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
- 4. **Monthly Treasurer’s Report – July 31, 2019**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
- 5. **Rejection of Bids for Stormwater Catch Basin Cleaning**
❖ *(Staff Contact: Public Works Director Rose Hess)*
- 6. **Filing of an Amended Claim with the Santa Barbara County Association of Governments (SBCAG) for Revised Allocation of Transportation Development Act Funds (TDA) for Fiscal Year 2019-20**
❖ *(Staff Contact: Finance Director Shannel Zamora)*

PRESENTATIONS

- 7. **Recognition of Bobby Covarrubias’s Dedicated Service to the City of Buellton**

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)

- 8. **Discussion and Direction Regarding One-Year Contract Extensions for Engineering Services with MNS Engineers Inc. and Tetra Tech, Inc.**
❖ *(Staff Contact: Public Works Director Rose Hess)*

CITY MANAGER’S REPORT

ADJOURNMENT

The next regular meeting of the City Council will be held on Thursday, September 26, 2019 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of August 8, 2019
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Staff: City Manager Scott Wolfe, City Attorney Greg Murphy, Public Works Director Rose Hess, Finance Director Shannel Zamora, Planning Director Andrea Keefer, Lt. Eddie Hsueh, and City Clerk Linda Reid

PUBLIC COMMENTS

Daniel Lahr, Executive Director of the Central Coast Film Society thanked the City Council for their funding support and discussed the upcoming Star Wars film event scheduled for August 25, where the Buellton Senior Center will be catering the event and will receive 25 percent of the proceeds from the event.

Peggy Brierton, Buellton, stated she attended the Santa Barbara County Planning Commission meeting regarding Cannabis cultivation in Santa Barbara County and thanked City Manager Wolfe for his attendance at the meeting. Ms. Brierton requested the City Council consider revising the City's Nuisance Ordinance to include regulations concerning Cannabis.

CONSENT CALENDAR

- 1. Minutes of July 25, 2019 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Years 2018/19 and 2019/20**

MOTION:

Motion by Council Member King, seconded by Vice Mayor Andrisek, approving Consent Calendar Items 1 and 2 as listed.

VOTE:

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

Council Member King – Yes

Council Member Mercado – Yes

Council Member Sanchez - Yes

Vice Mayor Andrisek – Yes

Mayor Sierra – Yes

PRESENTATIONS**3. Proclamation Recognizing Boy Scouts of America (BSA) - Buellton Scout Troop 42**

Mayor Sierra presented Buellton Scout Troop 42 with a proclamation honoring their dedicated community service. Scout Master John Deleon thanked the Council for honoring Scout Troop 42.

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS/ITEMS

Vice Mayor Andrisek requested and the Council agreed by consensus to agendaize an item to discuss efforts to enhance energy efficiencies in Buellton.

Mayor Sierra requested and the Council agreed by consensus to agendaize an item to discuss improving aesthetics on the Avenue of Flags.

WRITTEN COMMUNICATIONS

Buellton resident, Larry Rankin sent an email to City Manager Wolfe complimenting the City on the Buellton BBQ Bonanza event, and thanking the City, volunteers, and those who brought food for helping to make the event a success.

COMMITTEE REPORTS

Mayor Sierra announced that she attended the Santa Barbara County Association of Governments North County Sub-Regional Committee meeting and provided an oral report for the record.

BUSINESS ITEMS**4. Discussion and Direction Regarding Allowing Cannabis Testing/Analysis Facilities and CBD Product Sales****RECOMMENDATION:**

That the City Council review and discuss the regulatory options and provide direction to staff on the potential amendment of the City's existing cannabis regulations as they pertain to testing laboratories and/or the sale of CBD-containing products.

STAFF REPORT:

City Manager Wolfe presented the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed the types of Cannabis testing and a desire that laboratory testing not create a public nuisance for Buellton residents.

Jaime Dietenhofer, owner of Figueroa Mountain Brewery, stated his company would like to produce and package a hemp-derived seltzer at their Buellton Brewery. Mr. Dietenhofer stated he has no plans for retail sales of the hemp-derived seltzer in the City of Buellton.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

DIRECTION:

The City Council agreed by consensus to direct staff to amend and agendize the City's current Cannabis Ordinance to allow testing laboratories in the City of Buellton but not to amend the City's Cannabis Ordinance to allow the sale of Cannabis-derived CBD-containing products in the City of Buellton after learning that hemp-based CBD-containing products are already legal and regulated by the State.

5. Discussion and Direction Regarding Arts and Culture Committee Description and Possible Budget Amendment**RECOMMENDATION:**

That the City Council consider the creation of the Buellton Arts and Culture Committee and consider allocating \$50,000 to be memorialized as a future budget adjustment through resolution by the City Council.

STAFF REPORT:

City Manager Wolfe presented the staff report.

SPEAKERS/DISCUSSION:

Peggy Brierton, Buellton, stated the Arts and Culture Committee description is well written and clearly explains how the Committee can move forward. Ms. Brierton stated that including members from outside Buellton will create a stronger and more diverse Committee.

The City Council discussed the following issues:

- Whether Committee members should be limited to Buellton residents or allowing the Committee to include talents from the entire Valley
- Council consensus to allow Committee members from outside of Buellton
- The City Council will have final say in any decisions regarding the Arts and Culture Committee

DOCUMENTS:

Staff report with attachments as listed in the staff report.

MOTION:

Motion by Mayor Sierra, seconded by Council Member Sanchez allocating \$50,000 for the Arts and Culture Committee for Fiscal Year 2019/20 and \$50,000 for Fiscal Year 2020/21, which will be approved by the City Council through a future budget adjustment resolution.

VOTE:

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

Council Member King – Yes

Council Member Mercado – Yes

Council Member Sanchez - Yes

Vice Mayor Andrisek – Yes

Mayor Sierra – Yes

6. **Resolution No. 19-19 – “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 2018-19 Budget through the Fourth Quarter Ending June 30, 2019”**

RECOMMENDATION:

That the City Council consider adoption of Resolution No. 19-19.

STAFF REPORT:

Finance Director Zamora presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

MOTION:

Motion by Vice Mayor Mercado, seconded by Council Member King approving Resolution No. 19-19 – “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 2018-19 Budget through the Fourth Quarter Ending June 30, 2019”

VOTE:

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

Council Member King - Yes

Council Member Mercado – Yes

Council Member Sanchez - Yes

Vice Mayor Andrisek - Yes

Mayor Sierra - Yes

CITY MANAGER’S REPORT

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

CLOSED SESSION ITEMS

- 7. Closed Session Pursuant to Government Code Section 54956.9(d)(2)
Facts and circumstances that might result in litigation against the Agency but which the Agency believes are not yet known to a potential plaintiff or plaintiffs**

The City Council met in closed session to discuss Item 7. No reportable action was taken.

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 7:46 p.m. The next regular meeting of the City Council will be held on Thursday, September 12, 2019 at 6:00 p.m. The Council meeting of August 22, 2019 has been cancelled.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: September 12, 2019

Subject: List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2018/19 and 2019/20

BACKGROUND

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

The check register for the period 07/31/2019 through 09/03/2019 has been prepared in accordance to Government Code 37202 and City Code 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, 07/31/2019 through 09/03/2019, and electronic fund transfers issued for the period of 07/31/2019 through 09/03/2019 was \$1,063,481.71.

FISCAL IMPACT

Payments made to the various vendors were consistent with the approved City's Budget for FY 2018/19 and FY 2019/20. Cash is available for the payment disbursements of the above liabilities.

RECOMMENDATION

That the City Council review and accept the check register for the period 07/31/2019 through 09/03/2019.

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 31, 2019 through September 03, 2019 for ratification by the City at the September 12, 2019 City Council Meeting.

EXHIBIT A - A/P Packets processed

A/P Packet #APPKT001090	24,993.47
A/P Packet #APPKT001089	87,823.63
A/P Packet #APPKT001085	342,735.93
A/P Packet #APPKT001076	49,529.63
A/P Packet #APPKT001075	91,281.94
A/P Packet #APPKT001070	203,129.69
A/P Packet #APPKT001063	13,417.68
Total A/P Packets:	<u>\$812,911.97</u> (14 pages)

Utility Packet #UBPKT01659 66.15 (1 page)

Total of checks issued: \$812,978.12

EXHIBIT B - Payments via Electronic Fund Transfer (EFT)

EFT Total: \$97,722.87

Payroll processed

Staff Payroll	8/2/2019	49,186.32
Staff Payroll	8/16/2019	50,646.13
CC Payroll	8/22/2019	2,285.40
Staff Payroll	8/30/2019	50,662.87

Total Payroll: \$152,780.72

TOTAL AMOUNT OF CLAIMS: \$1,063,481.71

88 9/4/19

Payments via Electronic Fund Transfer (EFT):
From 07/31/2019 through 09/03/2019

Bank Fees	7/31/2019	47.70
Bank Fees	8/2/2019	145.50
CalPERS - Medical	8/5/2019	19,897.01
CalPERS - Classic	8/5/2019	6,175.65
CalPERS - PEPR	8/5/2019	3,451.38
Payroll Tax - EDD	8/5/2019	3,264.25
Payroll Tax - IRS	8/5/2019	9,234.98
DCP-AUL	8/6/2019	10,038.79
The Hartford	8/12/2019	415.75
AFLAC	8/13/2019	521.69
CalPERS - Classic	8/19/2019	6,175.65
CalPERS - PEPR	8/19/2019	3,451.38
Payroll Tax - EDD	8/19/2019	3,273.35
Payroll Tax - IRS	8/19/2019	9,651.51
Hassler - Postage	8/21/2019	400.00
Bank Fees	8/21/2019	12.00
CalPERS - Classic	8/23/2019	157.24
CalPERS - PEPR	8/23/2019	63.02
Payroll Tax - EDD	8/23/2019	5.15
Payroll Tax - IRS	8/23/2019	59.76
CalPERS - Classic	9/3/2019	6,032.69
CalPERS - PEPR	9/3/2019	3,433.48
Payroll Tax - EDD	9/3/2019	2,981.48
Payroll Tax - IRS	9/3/2019	8,833.46

Total

97,722.87



Check Disbursements - City Council - September 12, 2019

City of Buellton, CA

By Payment Number

Payment Dates 07/31/2019 - 09/03/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
38270	8/6/2019	000820	ACWA/JPIA			3,768.18
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		001-401-50400		660.85
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		001-402-50400		370.16
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		001-403-50400		69.02
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		001-410-50400		107.97
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		001-420-50400		200.47
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		001-511-50400		687.05
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		001-558-50400		547.89
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		001-565-50400		182.14
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		005-701-50400		471.32
	0623522	SEPTEMBER 2019 - DENTAL/VISION/EAP PREMIUMS		020-601-50400		471.31
38271	8/6/2019	000909	CHANNEL ISLANDS YOUNG MEN'S CHRISTIAN ASSOCIATION			372.00
	INV0010958	July 2019 - REC - Summer Pool Usage		001-511-67140	51004-040	372.00
38272	8/6/2019	000105	CITY OF BUELLTON			2,721.05
	INV0010956	6/25-7/25/2019 - Irrigation - 595 2nd/OakVlly		001-552-61211		2,721.05
38273	8/6/2019	000101	CITY OF SOLVANG			1,849.00
	INV02839	April-June 2019 - REC 50/50 Events		001-22419		1,849.00
38274	8/6/2019	000655	COAST NETWORKX, INC.			1,371.40
	21242	July2019-June2020-AnnualRenewal-MsgArchivr-1YR		001-410-60210		576.40
	21246	8/1-31/2019-GrdianMntrng Desktops&Srvs		001-410-60210		795.00
38275	8/6/2019	000122	COMCAST CABLE			176.74
	INV0010950	7/25-8/24/2019 - REC - Internet/Telephone Services		001-511-61290		176.74
38276	8/6/2019	000122	COMCAST CABLE			286.01
	INV0010948	7/26-8/25/2019 - CH/Plng - Internet Services		001-410-61292		286.01
38277	8/6/2019	000122	COMCAST CABLE			236.01
	INV0010955	7/29-8/28/2019 - WWTP - Internet Services		005-701-60210		236.01
38278	8/6/2019	000172	ECHO COMMUNICATIONS			122.10
	INV0010949	Aug2019-AnswrngSrv & July2019-MsgSrv		001-558-60800		40.70
	INV0010949	Aug2019-AnswrngSrv & July2019-MsgSrv		005-701-60800		40.70
	INV0010949	Aug2019-AnswrngSrv & July2019-MsgSrv		020-601-60800		40.70
38279	8/6/2019	000587	KYLE ABELLO			110.00
	INV0010953	7/27/2019 - BBQ BONANZA - FIREWOOD		001-511-67140		110.00
38280	8/6/2019	000280	LEE CENTRAL COAST NEWSPAPERS			521.71
	INV0010961	8/11/2019 - PARKS - Advertising - Parks Foreman		001-403-60022		521.71
38281	8/6/2019	000353	MICHAEL J. BOGGESS dba			100.00
	2KF316754P315416\	July 2019 - Monthly Website Maintenance(2.6 hrs)		001-410-61292		100.00
38282	8/6/2019	000379	POSTMASTER			520.00
	INV0010957	August 2019 - UB Postage		005-701-61131		260.00
	INV0010957	August 2019 - UB Postage		020-601-61131		260.00
38283	8/6/2019	000032	READY REFRESH BY NESTLE			126.10
	19G0029022365	6/27-7/26/2019 - CH - DRINKING WATER SERVICE		001-410-60800		76.66
	19G0029022381	6/27-7/26/2019 - CC/LIB - DRINKING WATER SERVICE		001-410-60800		49.44

Check Disbursements - City Council - September 12, 2019

Payment Dates: 07/31/2019 - 09/03/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
38284	8/6/2019 008714	000437 7/22/2019 - Remembrance Plant	SANTA YNEZ VALLEY FLORIST, INC.	001-410-60900		113.14 113.14
38285	8/6/2019 AI08190059	000706 -> 7/31/2019 - EMERG - Iridium SIM Card	SATCOM GLOBAL, INC.	001-410-60014		53.18 53.18
38286	8/6/2019 INV0010954 INV0010960	001390 7/22-25/2019 - REIMBURSEMENT - Temporary Housing 7/31-8/2/2019 - REIMBURSEMENT - Temporary Housing	SCOTT WOLFE	001-402-60710 001-402-60710		619.80 413.20 206.60
38287	8/6/2019 INV0010951	000507 6/24-7/24/2019 - CH - Utility Gas	SoCalGas	001-410-61230		17.89 17.89
38288	8/6/2019 INV0010952	000507 6/24-7/24/2019 - LIB/CCC - Utility Gas	SoCalGas	001-410-61230		14.79 14.79
38289	8/6/2019 INV0010959	001396 Clare Barcelona Notary Renewal	STATE OF CALIFORNIA - NOTARY	001-565-60650		40.00 40.00
38290	8/6/2019 INV0010962	001071 JULY 2019 - MISC MAINT/REPAIR ITEMS	Tractor Supply Co	001-552-60258		15.58 15.58
38291	8/6/2019 970899-082019	001388 August 2019 - VB - HOA Fees - 597 AOF #101	VINTAGE WALK OWNERS ASSOCIATION	001-410-60900		124.00 124.00
38292	8/6/2019 69865203	001063 Sept2019 - REC - Copier Lease	Wells Fargo Vendor Fin Serv	001-511-60310		139.00 139.00
38293	8/13/2019 4680 4684	000005 JULY 2019 - WWTP - CHEMICALS/WATER ANALYSIS JULY 2019 - DWTP - CHEMICALS/WATER ANALYSIS	ABALONE COAST ANALYTICAL, INC.	005-701-61111 020-601-61111		2,326.70 1,351.00 975.70
38294	8/13/2019 INV0010964	000062 7/19/2019 - HR/PW - Employee Immunization	BUELLTON MEDICAL CENTER	001-403-60022		125.00 125.00
38295	8/13/2019 INV0010963	000712 7/1/2019-6/30/2020 - Annual Membership Renewal	CALIF MUNICIPAL TREASURER'S ASSOC.	001-420-60650		95.00 95.00
38296	8/13/2019 865299	000118 6/29-7/28/19 - REC - Overage Charges	COASTAL COPY, INC.	001-511-61130		45.71 45.71
38297	8/13/2019 7842881	000191 8/6/2019 - DWTP - 3 EA HYDRANTS	FERGUSON ENTERPRISES, INC #1350	020-601-60250		8,420.66 8,420.66
38301	8/13/2019 INV0010980	001398 8/10/2019 - REFUND - RVP - SECURITY DEPOSIT	GERBER MARTINEZ	001-22510		150.00 150.00
38302	8/13/2019 INV0010965 INV0010965 INV0010965 INV0010965 INV0010965	000280 7/23&25/2019 - 146741-1 - REC - Media Package 7/2&4/2019 - #144704-1 - REC - Media Package 7/16&18/2019 - #145375 - REC - Media Package 7/30&8/1/2019 - #146997-1 - Media Package 7/9&11/2019 - #145136-1 - REC - Media Package	LEE CENTRAL COAST NEWSPAPERS	001-511-60510 001-511-60510 001-511-60510 001-511-60510 001-511-60510		532.50 102.00 102.00 102.00 124.50 102.00
38303	8/13/2019 30231237	000669 8/21/2019 - USPS - PEST CONTROL	O'CONNOR & SONS dba	001-558-60800		105.00 105.00
38304	8/13/2019 4372-483572	000801 8/8/2019 - DWTP - VEHICLE MAINT	O'REILLY AUTOMOTIVE STORES, INC.	020-601-60270		12.38 12.38
38305	8/13/2019 15783	001337 1/28/2019 - EMERG SRVCS - ZACA CREEK GOLF COURSE	QWIKREPNSE RESTORATION & CONSTRUCTION	001-552-60255		675.00 675.00
38306	8/13/2019 19G0029154614	000032 6/27-7/26/2019 - Plng - Drinking Water Service	READY REFRESH BY NESTLE	001-410-60800		24.93 24.93

Check Disbursements - City Council - September 12, 2019

Payment Dates: 07/31/2019 - 09/03/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
38307	8/13/2019 1154	001354 JULY 2019 - WWTP - SALARIES OPERATION/ADMIN FEE	SANTA YNEZ COMMUNITY SERVICES	005-701-60800		2,043.37 2,043.37
38308	8/13/2019 4565	001116 8/5/2019 - REC - AUGUST A - ADVERTISING	SANTA YNEZ VALLEY STAR	001-511-60510		128.00 128.00
38309	8/13/2019 INV0010979	000436 7/1/19-6/30/20 - GREEN BUS PROGRAM OF SB CO	SB CO PUBLIC WORKS DEPARTMENT	001-410-60900		672.00 672.00
38310	8/13/2019 19-5008	000450 JULY 2019 - CONTRACTED LAW ENFORCEMENT SERVICES	SB CO SHERIFF'S DEPARTMENT	001-501-60800		150,227.25 150,227.25
38311	8/13/2019 69634 71797	000465 FEB 2019 - PW - STREET SWEEPING July 2019 - PW - Street Sweeping Service	SP MAINTENANCE SERVICES, INC.	001-558-60800 001-558-60800		5,033.00 2,516.50 2,516.50
38312	8/13/2019 2019-01	000833 FY2019/20 - CONTRIBUTION - BOTANIC GARDEN	SYV BOTANIC GARDEN FOUNDATION, INC	001-552-60259		14,000.00 14,000.00
38313	8/13/2019 17201	000755 7/26-29/2019 - REC - HOT BOX - BBQ BONANZA	SYV ELITE EVENT PARTY RENTALS, INC.	001-511-67140		90.00 90.00
38314	8/13/2019 0167597	001168 7/1-31/2019 - CH - Shredding Services	The DocuTeam	001-410-60900		27.00 27.00
38315	8/13/2019 720190072 720190072	000535 JULY 2019 - WWTP/DWTP - MNTHLY DB MAINT FEE JULY 2019 - WWTP/DWTP - MNTHLY DB MAINT FEE	UNDERGROUND SERVICE ALERT	005-701-60800 020-601-60800		26.50 13.25 13.25
38316	8/13/2019 391108503	000904 7/20-8/20/2019 - PIng - Copier Lease	US BANK EQUIPMENT FINANCE	001-565-60310		482.71 482.71
38317	8/13/2019 48897	000677 JULY 2019 - COB - REG COMPLIANCE SERVICES	WALLACE GROUP	005-701-60800		7,547.27 7,547.27
38318	8/13/2019 60551326 60551326 60551326 60551326	000768 JULY 2019 - FUEL CHARGES JULY 2019 - FUEL CHARGES JULY 2019 - FUEL CHARGES JULY 2019 - FUEL CHARGES	WEX BANK	001-511-61280 001-558-61280 005-701-61280 020-601-61280		3,325.03 1,556.54 589.49 589.50 589.50
38319	8/20/2019 26633 26634 26657 26669 26669 26788 26789	000509 5/30&7/2/2019 - TREE TRIMMING 7/9/2019 - MOWING & CLEAN-UP - SW CRNR CNTRL&2ND 7/3/2019 - MOW & WEED EAT - LOT BEHIND PAWS PARK JULY 2019 - MNTHLY LNDSCEPE-PARKS & MERIDIANS JULY 2019 - LNDSCEPE MAINT/S-9 - FAC & STREETS 7/18/2019 - RVP - IRRIGATION REPAIR 7/17,18&19/2019 - OAK PRK - IRRIGATION REPAIR	ALAN NEEDHAM dba	001-552-60255 001-556-60800 001-552-60800 001-552-60800 001-556-60800 001-552-60258 001-552-60256		23,504.24 5,200.00 125.00 500.00 11,200.00 3,960.00 198.76 2,320.48
38320	8/20/2019 279040589	000968 8/1/2019 - WWTP - BL# 507648994 - Supplies	ALFA LAVAL Inc.	005-701-60250		1,436.92 1,436.92
38321	8/20/2019 39367	000027 8/8/2019 - DWTP - CHEMICALS	AQUA BEN CORPORATION	020-601-61111		2,306.48 2,306.48
38322	8/20/2019 INV0011017 INV0011017	000028 JULY 2019 - MATS/TOWELS SERVICE JULY 2019 - MATS/TOWELS SERVICE	ARAMARK UNIFORM SERVICES INC	001-558-60800 005-701-60800		480.96 384.77 96.19
38323	8/20/2019 2544	000718 7/23/2019 - DWTP - TECH SERVICE - WELL 9 WTP	AUTOSYS, INC.	020-601-60800		607.50 607.50

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38324	8/20/2019 BPI968176	001372 7/31/2019 - DWTP - CHEMICALS/TREATMENT	BRENNTAG PACIFIC, INC.	020-601-61111		906.15 906.15
38325	8/20/2019 97724	000058 7/23/2019 - WWTP - Concrete/Sand	BUELLFLAT ROCK CO. Inc.	005-701-60250		641.97 641.97
38326	8/20/2019 1908-555874	000076 8/14/2019 - MISC REPAIR/MAINT ITEMS	CAL-COAST IRRIGATION, INC.	020-601-61127		3.99 3.99
38327	8/20/2019 INV0011001 INV0011001	000079 OCT2019-OCT2020 - ANNUAL MEMBERSHIP RENEWEL OCT2019-OCT2020 - ANNUAL MEMBERSHIP RENEWEL	CALIF. RURAL WATER ASSOCIATION	005-701-60650 020-601-60650		777.00 388.50 388.50
38328	8/20/2019 4002843 4002843	000655 8/19/2019 - CC - IT SERVICES - LAPTOP SET-UP 8/19/2019 - DWTP - LAPTOP/SRVR SET-UP	COAST NETWORKX, INC.	001-401-60210 020-601-60210		750.00 125.00 625.00
38329	8/20/2019 866896	000118 7/16-8/15/2019 - HR - COPIER OVERAGE	COASTAL COPY, INC.	001-410-61130		41.53 41.53
38330	8/20/2019 19-435	000138 7/31/2019 - CH - Light fixtures - Parking Lot	D.L. ELECTRIC, INC.	001-558-60250		768.00 768.00
38331	8/20/2019 INV0011000	000142 July 2019 - CH - Monthly Janitorial Service	DANIEL FITZGERALD dba	001-558-60800		960.00 960.00
38332	8/20/2019 124473 124473	001255 7/7/2019 - DWTP/WWTP - WTR SMPLE DLVRY - ABALONE 7/7/2019 - DWTP/WWTP - WTR SMPLE DLVRY - ABALONE	DELIVER-IT	005-701-60800 020-601-60800		165.00 82.50 82.50
38333	8/20/2019 97X00002	000598 JULY 2019 - WWTP - WASTE HANDLING BIO SOLIDS	ENGEL & GRAY, INC.	005-701-60800		8,189.06 8,189.06
38334	8/20/2019 908007A	001008 6/18/2019-Inorganic/Support Anlyss-IlllicitSWdschrg	ENVIRONMENTAL AGRICULTURAL	001-551-67575		528.00 528.00
38335	8/20/2019 S100008783-001	001364 7/30/2019 - DWTP - Misc Supplies	FAMCON PIPE & SUPPLY-SM	020-601-60250		1,240.20 1,240.20
38336	8/20/2019 7811134	000191 8/1/2019 - DWTP - Misc Maint/Repair Items	FERGUSON ENTERPRISES, INC #1350	020-601-60250		43.11 43.11
38337	8/20/2019 INV0011006	001038 8/14/2019 - REIMBURSEMENT - PAINT SUPPLIES (ZONE)	Henry Alvarado	001-511-60250		172.05 172.05
38338	8/20/2019 INV0011008	001376 6/10-14/2019 - REC - SPACE VR CAMP	JAMES BAKER	001-511-67140		323.00 323.00
38339	8/20/2019 28616	000252 8/16/2019 - REC - VEHICLE MAINTENANCE	JIM VREELAND FORD	001-511-60270		2,762.65 2,762.65
38340	8/20/2019 1918004	001271 8/20/2019 - HR JOB POSTING - PARKS FOREMAN	JOBS AVAILABLE, INC.	001-403-60022		420.50 420.50
38341	8/20/2019 190812-001 190812-001	000258 8/1/2019 - UB - LASER BILLING FORM - BLANK 8/1/2019 - UB - LASER BILLING FORM - BLANK	JOHN P. SUREY dba	005-701-61130 020-601-61130		635.64 317.82 317.82
38342	8/20/2019 1391	000395 JULY 2019 - RVP & OVP - Janitorial Services	JOSE RAFAEL RUIZ dba	001-552-60800		2,300.00 2,300.00
38343	8/20/2019 INV0011011	011300 7/8-8/12/2019 - REC - KUNDALINI YOGA	KAREN PALMER	001-511-67140		73.50 73.50
38344	8/20/2019 INV0011012	011306 7/8-8/2/2019 - REC - SURF CAMP	KARLIN LADERA	001-511-67140	51006-070	1,194.00 1,005.00

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	INV0011012	7/8-8/2/2019 - REC - SOCCER ACADEMY		001-511-67140		189.00
38345	8/20/2019	001400	KRISTEN THOMSEN			300.00
	INV0011004	8/14/2019 - REIMBURSEMENT - REC BUS CLEANING		001-511-67140		300.00
38346	8/20/2019	000779	LASH CONSTRUCTION, INC.			1,602.99
	14607	8/2/2019 - COB - CONCRETE REPAIRS		020-601-60250		1,602.99
38347	8/20/2019	001132	MAILE INEMAN			200.00
	INV0011009	7/11-8/29/2019 - REC - PILATES		001-511-67140		200.00
38348	8/20/2019	000310	MARBORG INDUSTRIES			956.74
	4669176	7/9&10/2019 - WWTP - Mnthly Roll-off Fees (2)		092-706-74100	09270674100	755.24
	4686837	7/31/2019 - WWTP - RENTAL FEES - 22 YD ROLL-OFF		092-706-74100	09270674100	201.50
38349	8/20/2019	011343	MARIANNE MADSEN			440.00
	INV0011007	7/10-8/7/2019 - REC - YOGA CLASS		001-511-67140		440.00
38350	8/20/2019	001377	MARNA PALSGAARD			202.50
	INV0011010	7/10-8/7/2019 - REC - SPIN/SCULPT		001-511-67140		202.50
38351	8/20/2019	001072	Miguel Suarez dba			390.00
	INV0011005	7/27 & 8/9/2019 - REC - WATERSLIDES/BBQ & CAMP		001-511-67140		390.00
38352	8/20/2019	000059	MOTOR PRODUCTS INC. dba			143.12
	INV0011016	JULY 2019 - MISC MAINT/REPAIR ITEMS		001-558-60270		127.18
	INV0011016	JULY 2019 - MISC MAINT/REPAIR ITEMS		005-701-60250		15.94
38353	8/20/2019	000801	O'REILLY AUTOMOTIVE STORES, INC.			45.20
	4372-480397	7/23/2019 - RVP - VEHICLE SUPPLIES		001-552-61140		39.82
	4372-481645	7/29/2019 - PW - Misc Supplies		020-601-60250		5.38
38354	8/20/2019	000352	P G & E			32,758.06
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		001-410-61241		831.51
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		001-501-61241		639.46
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		001-510-61241		328.45
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		001-550-61241		4,443.50
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		001-552-61241		386.77
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		001-556-61241		82.89
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		001-565-61241		213.60
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		005-701-61241		9,864.27
	INV0011013	7/8-8/5/2019 - ELECTRICAL UTILITY SERVICE		020-601-61241		15,967.61
38355	8/20/2019	001002	ROBERTSON SUPPLY			364.98
	114141	7/31/2019 - WWTP - MISC SUPPLIES		005-701-61140		364.98
38356	8/20/2019	001390	SCOTT WOLFE			965.80
	INV0011002	8/5-9/2019 - REIMBURSEMENT - TEMPORARY HOUSING		001-402-60710		413.20
	INV0011003	8/12-8/16/2019 - REIMBURSEMENT - TEMPORARY HOUSING		001-402-60710		552.60
38357	8/20/2019	001401	SHAWNA MORROW			64.40
	INV0011011	7/1-8/28/2019 - REC - BALLET		001-511-67140		64.40
38358	8/20/2019	000978	Staples Credit Plan			187.70
	INV0011014	7/16-8/15/2019 - MISC OFFICE SUPPLIES		001-410-61130		164.46
	INV0011014	7/16-8/15/2019 - MISC OFFICE SUPPLIES		001-420-61130		23.24
38359	8/20/2019	000681	STATEWIDE TRAFFIC SAFETY & SIGNS, INC.			414.45
	03013429	7/16/2019 - PW - Signs		001-558-60560		268.95
	03013572	7/3/2019 - Signs		001-558-60560		145.50
38360	8/20/2019	000489	STEVE'S WHEEL & TIRE			27.16
	1-76292	8/14/2019 - PW - VEHICLE REPAIR		001-558-60270		9.06
	1-76292	8/14/2019 - PW - VEHICLE REPAIR		005-701-60270		9.05

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	1-76292	8/14/2019 - PW - VEHICLE REPAIR		020-601-60270		9.05
38361	8/20/2019	000521	TODD PIPE & SUPPLY			150.30
	INV0011015	JULY 2019 - MISC MAINT/REPAIR ITEMS		001-552-60257		74.01
	INV0011015	JULY 2019 - MISC MAINT/REPAIR ITEMS		001-552-61140		37.91
	INV0011015	JULY 2019 - MISC MAINT/REPAIR ITEMS		001-558-60250		3.77
	INV0011015	JULY 2019 - MISC MAINT/REPAIR ITEMS		020-601-60250		4.86
	INV0011015	JULY 2019 - MISC MAINT/REPAIR ITEMS		020-601-61140		29.75
38362	8/20/2019	000529	TRANSFIRST HEALTH & GOVERNMENT SVCS			254.01
	ARINV108360	JULY 2019 - CREDIT CARD MAINT FEES		001-511-60900		254.01
38363	8/20/2019	000556	VERIZON WIRELESS			583.08
	9835630291	8/9-9/8/2019 - WIRELESS PHONE SERVICES		001-410-60014		1.08
	9835630291	8/9-9/8/2019 - WIRELESS PHONE SERVICES		001-410-67705		70.91
	9835630291	8/9-9/8/2019 - WIRELESS PHONE SERVICES		001-511-61290		51.86
	9835630291	8/9-9/8/2019 - WIRELESS PHONE SERVICES		001-558-67705		144.91
	9835630291	8/9-9/8/2019 - WIRELESS PHONE SERVICES		005-701-67705		142.88
	9835630291	8/9-9/8/2019 - WIRELESS PHONE SERVICES		020-601-67705		171.44
38364	8/20/2019	001111	TETRA TECH, INC.			49,529.63
	51467665	June 2019 - Eng Services - Encroachment Permits		025-557-60800		2,598.20
	51467666	June 2019 - Eng Services - Crossroads		001-22416	90010-070	3,178.87
	51467668	June 2019 - Eng Services - Townhomes		001-22416	90021-070	2,437.28
	51467669	June 2019 - Eng Services - 73 Industrial Way		001-22416	90037-070	562.67
	51467670	June 2019 - Eng Services - 5-acre Bldng @ Ind Way		001-22416	90044-070	878.13
	51467671	June 2019 - Eng Services - Nghbrhd Park @ Village		001-22416	90017-070	2,432.15
	51467672	June 2019 - Eng Services - Sewer CIP-2019		092-704-74100	09270474100	8,819.40
	51467673	June 2019 - Eng Services - Water Fund Proj GenSprt		020-601-60830		4,635.01
	51473166	July 2019 - Eng Services - Encroachment Permits		025-557-60800		735.18
	51473167	July 2019 - Eng Services - Crossroads		001-22416	90010-070	2,160.44
	51473168	July 2019 - Eng Services - Townhomes		001-22416	90021-070	1,704.68
	51473169	July 2019 - Eng Services - 73 Industrial Way		001-22416	90037-070	462.23
	51473170	July 2019 - Eng Services - 5-acre Bldng @ Ind Way		001-22416	90044-070	744.19
	51473171	July 2019 - Eng Services - Nghbrhd Park @ Village		001-22416	90017-070	3,229.09
	51473172	July 2019 - Eng Services - Sewer CIP-2019		092-704-74100	09270474100	12,795.18
	51473173	July 2019 - Eng Services - Water Fund Proj Gen Spt		020-601-60830		2,156.93
38371	8/27/2019	001184	ALBERTSONS/SAFEWAY			160.99
	INV0011043	AUGUST 2019 - MISC SUPPLIES		001-410-61130		56.14
	INV0011043	AUGUST 2019 - MISC SUPPLIES		001-511-67140		81.19
	INV0011043	AUGUST 2019 - MISC SUPPLIES		001-565-61130		23.66
38372	8/27/2019	000661	AQUA-METRIC SALES, CO.			12,335.22
	INV0074796	8/15/2019 - DWTP - METER SUPPLIES		020-601-61240		12,335.22
38373	8/27/2019	000035	ASSOC TRANSPORTATION ENGINEERS			6,570.00
	19042-00-0000001	7/16-8/15/2019 - ENGNRNG SRVCS - MCMRY/246		092-307-70005	092-307-70005	6,570.00
38374	8/27/2019	000718	AUTOSYS, INC.			2,302.21
	2553	8/15/2019 - WWTP - IN FIELD TECH SERVICE		005-701-60800		1,080.00
	2554	7/11&8/15/2019 - WWTP - MAINT/REPAIR		005-701-60250		1,222.21
38375	8/27/2019	001214	AVAYA Financial Services			384.38
	33922241	8/24/2019 - CH - PHONE SYSTEM LEASE		001-410-60310		384.38
38376	8/27/2019	001403	BRENDA MANZO			82.00
	INV0011028	8/23/2019 - REFUND - APPLICATION FEE		001-410-60900		82.00
38377	8/27/2019	001372	BRENNTAG PACIFIC, INC.			947.20
	BPI972280	8/15/2019 - DWTP - CHEMICALS		020-601-61111		673.67
	BPI972281	8/15/2019 - DWTP - CHEMICALS		020-601-61111		273.53

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38378	8/27/2019 INV0011036	000121 AUGUST 2019 - VISITOR'S BUREAU PER AGRMNT	BUELLTON VISITORS BUREAU	001-410-67790		37,500.00 37,500.00
38379	8/27/2019 244230 244231	000065 JULY 2019 - RETAINER - LEGAL SERVICES JULY 2019 - LEGAL SERVICES	BURKE, WILLIAMS & SORENSEN, LLP	001-404-60840 001-404-60840		14,222.10 10,250.00 3,972.10
38380	8/27/2019 1908-556782 1908-556785 1908-556819	000076 8/23/2019 - DWTP - MAINT/REPAIR 8/23/2019 - DWTP - MAINT/REPAIR ITEMS 8/23/2019 - DWTP - MAINT/REPAIR ITEM	CAL-COAST IRRIGATION, INC.	020-601-60250 020-601-60250 020-601-60250		36.96 27.27 8.80 0.89
38381	8/27/2019 INV0011038	001409 8/21/2019 - REIMBURSEMENT - LIVE SCAN FEE	CARA MECHE	001-403-60022		35.00 35.00
38382	8/27/2019 INV0011027	001402 8/23/2019 - REFUND - APPLICATION FEE	CAROLYN EDIE	001-410-60900		82.00 82.00
38383	8/27/2019 1005	001413 FY2019/2020 - GRANT FUNDING - AV EQUIPMENT	CENTRAL COAST FILM SOCIETY	001-410-67200		6,000.00 6,000.00
38384	8/27/2019 INV0011030	001405 8/23/2019 - REFUND - APPLICATION FEE	CHARLES MCINTOSH	001-410-60900		82.00 82.00
38385	8/27/2019 1063	000107 SEPT 2019 - TRANSIT SERVICES	CITY OF LOMPOC	027-559-67445		1,666.66 1,666.66
38386	8/27/2019 24365525	000112 8/23/2019 - CH - PEST CONTROL	CLARK PEST CONTROL	001-558-60800		123.00 123.00
38387	8/27/2019 21290	000655 8/21/2019 - PLNG - DESK TOP COMPUTER	COAST NETWORKX, INC.	001-565-72300		1,290.85 1,290.85
38388	8/27/2019 867278	000118 7/18-8/17/2019 - RS/FD/CH - COPIER OVERAGES	COASTAL COPY, INC.	001-410-61130		377.83 377.83
38389	8/27/2019 INV0011037	000122 8/18-9/17/2019 - CC - INTERNET SERVICES	COMCAST CABLE	001-410-61292		150.42 150.42
38390	8/27/2019 T18172	000649 3/31/2019 - WWTP - OPERATIONS COMPLIANCE	FLUID RESOURCE MANAGEMENT, INC.	005-701-60830		813.33 813.33
38391	8/27/2019 978346	000543 8/12/2019 - DWTP - MISC MAINT/REPAIR ITEMS	HD SUPPLY FACILITIES MAINTENANCE, LTD.	020-601-61127		165.56 165.56
38392	8/27/2019 INV0011042	000813 AUGUST 2019 - MISC MAINT/REPAIR ITEMS	HOME DEPOT CREDIT SERVICES	020-601-60250		7.51 7.51
38393	8/27/2019 1844 2227	001173 6/18/2019 - DWTP - MAINT/REPAIR ITEMS 8/12/209 - DWTP - EQUIP MAINT/REPAIR	JV Outdoor Power Equipment	020-601-60250 020-601-60250		214.99 76.48 138.51
38394	8/27/2019 INV0011032	001407 8/23/2019 - REFUND - APPLICATION FEE	KEENA BROUS	001-410-60900		82.00 82.00
38395	8/27/2019 1907-5-001	000812 7/1-7/31/19 - ED SERVICES 2019-2020	KOSMONT & ASSOCIATES, INC.	001-565-60800		3,326.87 3,326.87
38396	8/27/2019 INV0011034 INV0011034	000273 8/19/2019 - REIMBURSEMENT - PANTS & BOOTS 8/19/2019 - REIMBURSEMENT - PANTS & BOOTS	KURT GREER	005-701-60131 005-701-67600		379.95 199.96 179.99
38397	8/27/2019 SIN7695337	000746 8/21/2019 - REC - SHIRT W/LOGO	LANDS END, INC	001-511-60900		45.39 45.39

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38398	8/27/2019 INV0011029	001404 8/23/2019 - REFUND - APPLICATION FEE	MARLENE CAMACHO	001-410-60900		82.00 82.00
38399	8/27/2019 INV0011039	001410 8/20/2019 - REFUND - REC - CANCELLED BALLET CLASS	MELISSA THOMASSON	001-511-67140		50.00 50.00
38400	8/27/2019 INV0011031	001406 8/23/2019 - REFUND - APPLICATION FEE	MORGAN GARCIA	001-410-60900		82.00 82.00
38401	8/27/2019 4372-484642	000801 8/14/2019 - RVP - MISC SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC.	001-558-60270		20.45 20.45
38402	8/27/2019 1379686	000861 8/15/2019 - WWTP - BL#6742581 - CHEMICALS	POLYDYNE INC.	005-701-61111		1,304.80 1,304.80
38403	8/27/2019 91321672	000380 7/20-8/20/2019 - WWTP - CYLINDER RENTAL	PRAXAIR DISTRIBUTION, INC.	005-701-61111		51.06 51.06
38404	8/27/2019 INV0011041 INV0011041 INV0011041 INV0011041 INV0011041 INV0011041 INV0011041	000438 JULY 2019 - MISC MAINT/REPAIR ITEMS JULY 2019 - MISC MAINT/REPAIR ITEMS	SANTA YNEZ VALLEY HARDWARE	001-558-60250 001-558-61140 005-701-61127 005-701-61140 020-601-60250 020-601-61140 092-603-74100	09260374100	1,100.02 149.11 112.61 322.17 283.78 150.93 12.48 68.94
38405	8/27/2019 CM0000141 INV0011035	000894 JULY 2019 - SYVTBID - ADMIN FEES JULY 2019 - TBID AMOUNT	Santa Ynez Valley Hotel Assn., Inc. dba	001-44250 001-22160		45,359.30 (925.70) 46,285.00
38406	8/27/2019 4635	001116 8/22/2019 - REC - ADVERTISEMENT - AUGUST B ISSUE	SANTA YNEZ VALLEY STAR	001-511-60510		128.00 128.00
38407	8/27/2019 M20-003	000448 2019-Q1 (July, Aug & Sept) - Firefighter/Paramedic	SB CO FIRE DEPARTMENT	001-501-60810		53,817.00 53,817.00
38408	8/27/2019 19-5014	000450 AUG 2019 - LAW ENFORCEMENT SERVICES PER AGRMNT	SB CO SHERIFF'S DEPARTMENT	001-501-60800		150,227.25 150,227.25
38409	8/27/2019 INV0011044	001390 8/1/2019 - REIMBURSEMENT - TEMPORARY HOUSING	SCOTT WOLFE	001-402-60710		181.70 181.70
38410	8/27/2019 92938980 92938980-0001	001282 8/19/2019 - DWTP - MAINT/REPAIR ITEMS 8/23/2019 - DWTP - MAINT/REPAIR	SUNBELT RENTALS, INC.	020-601-60250 020-601-60250		263.12 65.78 197.34
38411	8/27/2019 INV0011040	001411 8/17/2019 - REFUND - RVP SECURITY DEPOSIT	TIM GUILLEMIN	001-22510		100.00 100.00
38412	8/27/2019 1581480 1581480 1581480 1581480 1581480 1581480 1581480 1581480 1581480 1581480	001207 JULY 2019 - FSA/AFLAC ADMIN FEES JULY 2019 - FSA/AFLAC ADMIN 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		162.00 21.69 17.85 10.85 18.52 26.25 20.15 9.45 18.62 18.62
38413	8/27/2019 5006835871	001063 8/24-9/23/2019 - CH - COPIER LEASE	Wells Fargo Vendor Fin Serv	001-410-60310		340.81 340.81

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
38414	8/27/2019 INV0011033	001408 8/23/2019 - REFUND - APPLICATION FEE	ZHANGDELONG YU	001-410-60900		82.00 82.00
38415	9/3/2019 73297 73298 73299 73300 73301 73302 73303 73304 73305 73306 73307 73308 73309	000326 7/1-31/2019 - City Engineer/Public Works 7/1-31/2019 - City/Transportation Planning 7/1-31/2019 - City/Sewer Network 7/1-31/2019 - City/Traffic Safety Studies 7/1-31/2019 - City Storm Water Management Plan 7/1-31/2019 - City/Update Water 7/1-31/2019 - City/McMurray Road Signal Upgrade 7/1-31/2019 - Pedstrn Sfty Imprvmnts - Hwy 246/Syc 7/1-31/2019 - Bckflw Prevention Program 7/1-31/2019 - Industrial Way Street Lighting 7/1-31/2019 - 2018/19 Rd Maint & Ctywde Cncrte Rpr 7/1-31/2019 - Median 2 Parking Lot 7/1-31/2019 - North Park and Ride	MNS ENGINEERS, INC.	025-554-60800 029-557-60800 005-701-60830 025-554-67265 001-551-60800 020-601-60830 092-307-70005 092-306-71500 020-601-60830 092-311-70005 092-317-71500 092-215-70005 092-308-70005	092-307-70005 09230671500 09231170005 09231771500 09221570005 09230870005	87,823.63 3,845.00 525.00 262.50 350.00 10,804.04 727.50 2,465.00 6,851.34 3,125.00 175.00 15,837.00 17,210.00 25,646.25
38421	9/3/2019 35804	001206 7/31/2019 - PD - Trblesht Dispatch Phone Line	ALLIANT MEDIA GROUP, INC.	001-558-60250		220.00 220.00
38422	9/3/2019 409391	000839 2/19/2019 - Chisel Chain	A-OK POWER EQUIPMENT INC. dba	001-552-60258		61.13 61.13
38423	9/3/2019 INV0011057	000091 1/1-3/31/2020 - CCWA Qtrly Variable Costs	CENTRAL COAST WATER AUTHORITY	020-601-67635		4,886.34 4,886.34
38424	9/3/2019 24365572	000112 8/29/2019 - PD/LIB - Pest Control	CLARK PEST CONTROL	001-558-60800		159.00 159.00
38425	9/3/2019 21316	000655 9/1-30/2019 - Grdian Monthly Service	COAST NETWORKX, INC.	001-410-60210		795.00 795.00
38426	9/3/2019 INV0011077	000122 8/29-9/28/2019 - WWTP - Internet Service	COMCAST CABLE	005-701-60210		236.01 236.01
38427	9/3/2019 INV0011059	000122 8/26-9/25/2019 - CH - Internet Services	COMCAST CABLE	001-410-61292		286.01 286.01
38428	9/3/2019 INV0011063	000122 8/25-9/24/2019 - REC - Internet/Phone Service	COMCAST CABLE	001-511-61290		176.74 176.74
38429	9/3/2019 INV0011058	000142 August 2019 - CH - Monthly Janitorial Service	DANIEL FITZGERALD dba	001-558-60800		1,200.00 1,200.00
38430	9/3/2019 INV0011060 INV0011060 INV0011060	000172 Sept2019-AnsrngSrvc/Aug2019MsgSrvc Sept2019-AnsrngSrvc/Aug2019MsgSrvc Sept2019-AnsrngSrvc/Aug2019MsgSrvc	ECHO COMMUNICATIONS	001-558-60800 005-701-60800 020-601-60800		114.90 38.30 38.30 38.30
38431	9/3/2019 INV0011078	001414 8/31/2019 - REFUND - RVP - SECURITY DEPOSIT	FLORA TORICHE	001-22510		100.00 100.00
38432	9/3/2019 F18324	000649 July-Sept2019 - WWTP = Qtrly Service Fee	FLUID RESOURCE MANAGEMENT, INC.	005-701-60800		870.40 870.40
38433	9/3/2019 INV0011064 INV0011064 INV0011064 INV0011064	001040 8/19-9/18/2019 - Telephone Services 8/19-9/18/2019 - Telephone Services 8/19-9/18/2019 - Telephone Services 8/19-9/18/2019 - Telephone Services	FRONTIER COMMUNICATIONS	001-410-67705 001-565-67705 005-701-67705 020-601-67705		1,962.66 363.67 439.01 614.50 545.48
38434	9/3/2019 SI-1660	001084 August 2019 - REC - Equipment Preventative Maint	James Porter Tilley, Jr. dba	001-511-60800		225.00 225.00

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Project Account Key	Payment Amount
	Payable Number	Description				Item Amount
	INV0010973	L REID - CC THROUGH 7/17/2019		001-403-61130		36.94
	INV0010973	L REID - CC THROUGH 7/17/2019		001-410-60900		116.26
	INV0010973	L REID - CC THROUGH 7/17/2019		001-511-60900		8.88
	INV0010974	H SIERRA - CC THROUGH 7/17/2019		001-410-60900		46.32
	INV0010975	P SMITH - CC THROUGH 7/17/2019		001-511-60900		58.11
	INV0010975	P SMITH - CC THROUGH 7/17/2019		001-511-67140	51005-040	1,013.87
	INV0010976	K THOMSEN - CC THROUGH 7/17/2019		001-511-67140		107.45
	INV0010977	S WOLFE - CC THROUGH 7/17/2019		001-402-60650		400.00
	INV0010978	S ZAMORA - CC THROUGH 7/17/2019		001-420-60900		39.30
DFT0001108	9/3/2019	000193	FIRST NATIONAL BANK OF OMAHA			8,115.86
	INV0011065	K Abello - CC through 8/16/2019		001-511-60250		13.99
	INV0011065	K Abello - CC through 8/16/2019		001-511-60800		79.95
	INV0011065	K Abello - CC through 8/16/2019		001-511-60900		59.01
	INV0011065	K Abello - CC through 8/16/2019		001-511-61130		222.65
	INV0011065	K Abello - CC through 8/16/2019		001-511-67140		508.74
	INV0011065	K Abello - CC through 8/16/2019		001-511-67140	51004-040	2,362.66
	INV0011066	E Andrisek - CC through 8/16/2019		001-401-60710		260.88
	INV0011067	R Hess - CC through 8/16/2019		001-558-60710		57.34
	INV0011067	R Hess - CC through 8/16/2019		001-558-60900		154.08
	INV0011067	R Hess - CC through 8/16/2019		001-558-61140		53.24
	INV0011067	R Hess - CC through 8/16/2019		001-558-61280		58.44
	INV0011067	R Hess - CC through 8/16/2019		005-701-61140		43.28
	INV0011067	R Hess - CC through 8/16/2019		020-601-61140		43.28
	INV0011068	A Keefer - CC through 8/16/2019		001-565-60900		2.57
	INV0011068	A Keefer - CC through 8/16/2019		001-565-72200		355.56
	INV0011069	A Mercado - CC through 8/16/2019		001-401-60710		550.00
	INV0011070	L Reid - CC through 8/16/2019		001-401-60900		15.29
	INV0011070	L Reid - CC through 8/16/2019		001-403-61130		7.38
	INV0011070	L Reid - CC through 8/16/2019		001-410-60900		274.31
	INV0011070	L Reid - CC through 8/16/2019		001-511-67140		79.92
	INV0011071	P Smith - CC through 8/16/2019		001-511-60900		19.44
	INV0011071	P Smith - CC through 8/16/2019		001-511-67140		606.38
	INV0011073	K Thomsen - CC through 8/16/2019		001-511-60250		30.39
	INV0011073	K Thomsen - CC through 8/16/2019		001-511-60800		105.00
	INV0011073	K Thomsen - CC through 8/16/2019		001-511-67140		2,085.11
	INV0011073	K Thomsen - CC through 8/16/2019		001-511-67140	51004-040	11.96
	INV0011074	S Wolfe - CC through 8/16/2019		001-402-60900		23.00
	INV0011075	S Zamora - CC through 8/16/2019		001-420-60710		30.26
	INV0011075	S Zamora - CC through 8/16/2019		001-420-60900		1.75
Payment Total:						812,911.97

Report Summary

Fund Summary

Fund	Payment Amount
001 - General Fund	598,619.84
005 - Sewer Fund	41,726.36
020 - Water Fund	65,450.88
025 - Gas Tax Fund	7,528.38
027 - Local Transportation Fund	1,666.66
029 - Transportation Planning	525.00
092 - Capital Improvement Proj Fund	97,394.85
Grand Total:	812,911.97

Account Summary

Account Number	Account Name	Payment Amount
001-22160	SYVTBID Payable	46,285.00
001-22416	Developer Deposit	17,789.73
001-22419	Due to Solvang - Joint Events	1,849.00
001-22510	Park/Damage Charge	350.00
001-401-50400	Medical Benefit	682.54
001-401-60210	Computer Maintenance &Software	125.00
001-401-60710	Travel & Training	1,910.88
001-401-60900	Miscellaneous	15.29
001-401-61130	Office Supplies	58.69
001-402-50400	Medical Benefit	1,888.01
001-402-60650	Membership & Publications	400.00
001-402-60710	Travel & Training	1,767.30
001-402-60900	Miscellaneous	392.40
001-403-50400	Medical Benefit	79.87
001-403-60022	Recruitment Expense	1,102.21
001-403-60650	Membership & Publications	170.00
001-403-61130	Office Supplies	44.32
001-404-60840	Contract Services-Legal Fees	14,222.10
001-410-50400	Medical Benefit	107.97
001-410-60014	Emergency Operations	54.26
001-410-60210	Computer Maintenance &Software	2,166.40
001-410-60310	Equipment Rental	725.19
001-410-60800	Contract Services	293.07
001-410-60900	Miscellaneous	2,118.83
001-410-61130	Office Supplies	639.96
001-410-61230	Utilities - Gas	63.33
001-410-61241	Utilities - Electric	831.51
001-410-61292	Internet Access/ Website Maint	1,187.44
001-410-67200	Community Organization Support	6,000.00
001-410-67705	Telephone	434.58
001-410-67790	Visitors Bureau	37,500.00
001-420-50400	Medical Benefit	218.99
001-420-60650	Membership & Publications	95.00
001-420-60710	Travel & Training	30.26
001-420-60900	Miscellaneous	41.05
001-420-61130	Office Supplies	23.24
001-44250	Miscellaneous	(925.70)
001-501-60800	Contract Services	300,454.50
001-501-60810	Contract Services - Fire Dept	53,817.00
001-501-61241	Utilities - Electric	639.46
001-510-61241	Utilities - Electric	328.45
001-511-50400	Medical Benefit	713.30
001-511-60250	Maintenance/Repair	336.51
001-511-60270	Maintenance-Vehicles	2,762.65
001-511-60310	Equipment Rental	417.00
001-511-60510	Advertising	788.50

Account Summary

Account Number	Account Name	Payment Amount
001-511-60800	Contract Services	489.90
001-511-60900	Miscellaneous	592.71
001-511-61130	Office Supplies	268.36
001-511-61280	Fuel-Vehicles	1,556.54
001-511-61290	Telephone/Internet	405.34
001-511-67135	Buellton Rec Program Trips	78.65
001-511-67140	Buellton Recreation Program	13,197.96
001-550-61241	Utilities - Electric	4,443.50
001-551-60800	Contract Services	10,804.04
001-551-67575	Regulatory Compliance	528.00
001-552-60255	Maintenance/Repair-Golf Course	5,875.00
001-552-60256	Maintenance/Repair-Oak Park	2,320.48
001-552-60257	Maintenance/Repair-Paws Park	74.01
001-552-60258	Maintenance/Repair-River View	275.47
001-552-60259	Maintenance and Repair - Botanic Garden	14,000.00
001-552-60800	Contract Services	14,000.00
001-552-61140	Operational Supplies	77.73
001-552-61211	Utilities - Water	2,721.05
001-552-61241	Utilities - Electric	386.77
001-556-60800	Contract Services	4,085.00
001-556-61241	Utilities - Electric	82.89
001-558-50400	Medical Benefit	568.04
001-558-60250	Maintenance / Repair	1,140.88
001-558-60270	Maintenance - Vehicles	194.39
001-558-60560	Signs	414.45
001-558-60710	Travel & Training	119.41
001-558-60800	Contract Services	8,043.77
001-558-60900	Miscellaneous	203.90
001-558-61130	Office Supplies	59.05
001-558-61140	Operational Supplies	2,591.35
001-558-61280	Fuel - Vehicles	690.72
001-558-67705	Telephone	144.91
001-565-50400	Medical Benefit	191.59
001-565-60310	Equipment Rental	965.42
001-565-60520	Advertising - Legal	243.42
001-565-60650	Membership & Publications	40.00
001-565-60710	Travel & Training	52.00
001-565-60800	Contract Services	3,326.87
001-565-60900	Miscellaneous	48.50
001-565-61130	Office Supplies	23.66
001-565-61241	Utilities - Electric	213.60
001-565-67705	Telephone	439.01
001-565-72200	Office Furniture	355.56
001-565-72300	Computer Equipment	1,290.85
005-701-50400	Medical Benefit	489.94
005-701-60131	Laundry / Uniforms	199.96
005-701-60210	Computer Maintenance &Software	472.02
005-701-60250	Maintenance / Repair	3,317.04
005-701-60270	Maintenance - Vehicles	9.05
005-701-60650	Membership & Publications	388.50
005-701-60710	Travel & Training	38.33
005-701-60800	Contract Services	20,001.04
005-701-60830	Contract Services-Engineering	1,075.83
005-701-61111	Chemicals / Analysis	2,706.86
005-701-61127	Tools	322.17
005-701-61130	Office Supplies	317.82
005-701-61131	Postage	260.00
005-701-61140	Operational Supplies	736.66

Account Summary

Account Number	Account Name	Payment Amount
005-701-61241	Utilities - Electric	9,864.27
005-701-61280	Fuel - Vehicles	589.50
005-701-67600	Safety Equipment	179.99
005-701-67705	Telephone	757.38
020-601-50400	Medical Benefit	489.93
020-601-60210	Computer Maintenance &Software	625.00
020-601-60250	Maintenance / Repair	11,990.71
020-601-60270	Maintenance - Vehicles	21.43
020-601-60650	Membership & Publications	388.50
020-601-60800	Contract Services	782.25
020-601-60830	Contract Services-Engineering	10,644.44
020-601-61111	Chemicals / Analysis	5,135.53
020-601-61127	Tools	169.55
020-601-61130	Office Supplies	317.82
020-601-61131	Postage	260.00
020-601-61140	Operational Supplies	130.13
020-601-61240	Meter Expense	12,335.22
020-601-61241	Utilities - Electric	15,967.61
020-601-61280	Fuel - Vehicles	589.50
020-601-67635	State Water Project	4,886.34
020-601-67705	Telephone	716.92
025-554-60800	Contract Services	3,845.00
025-554-67265	Development Permit Processing	350.00
025-557-60800	Contract Services	3,333.38
027-559-67445	Lompoc- Wine Country Express	1,666.66
029-557-60800	Contract Services	525.00
092-215-70005	Desing and Permitting	17,210.00
092-306-71500	Project Management and Inspections	6,851.34
092-307-70005	Design and Permitting	9,035.00
092-308-70005	Design and Permitting	25,646.25
092-311-70005	Design and Permitting	175.00
092-317-71500	Project Management and Inspections	15,837.00
092-603-74100	Construction and Improvements	68.94
092-704-74100	Construction and Improvements	21,614.58
092-706-74100	Construction and Improvements	956.74
Grand Total:		812,911.97

Project Account Summary

Project Account Key		Payment Amount
None		691,560.53
09221570005	Avenue of Flags Median 2 Improvements	17,210.00
09230671500	Phase III Hwy 246/Sycamore Ped Xing	6,851.34
092-307-70005	McMurray Road Widening/TS (13/14)	9,035.00
09230870005	No. Avenue of the Flags Park & Ride	25,646.25
09231170005	Industrial Way Street Lights (General Fund)	175.00
09231771500	Road Maintenance Project (18/19)	15,837.00
09260374100	WTP Facilities Improvement	68.94
09270474100	Sewer Line Replacement	21,614.58
09270674100	WWTP Facilities Improvements	956.74
51004-040	Summer Camp 2019	3,847.99
51005-040	Teen & Sports Camp 2019	1,313.87
51006-070	Surf Camp 2019	1,005.00
90010-070	Crossroads Ctr at the Village	5,339.31
90017-070	Village Park	5,661.24
90021-070	Village Capital Pacific Townhomes	4,141.96
90037-070	Fig Mountain Brewing	1,024.90
90044-070	The Industrial Network	1,622.32
Grand Total:		812,911.97



UBPKT01659 - Refunds 01 UBPKT01657 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
03-10200-012	BROUS, KEENA	8/27/2019	38366	5.38			5.38	Deposit
04-13800-002	GONZALEZ, FRANK AND MONICA	8/27/2019	38367	9.36			9.36	Deposit
04-15000-002	BANUELOS, CLAUDIA	8/27/2019	38368	5.98			5.98	Generated From Billing
04-18400-002	ALVARADO, RYAN VILLEGAS AND YOLANE	8/27/2019	38369	40.43			40.43	Generated From Billing
20-00400-001	JOHNSON EXCAVATION INC	8/27/2019	38370	5.00			5.00	Deposit
Total Refunds: 5				Total Refunded Amount:			66.15	

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	66.15
Revenue Total:	66.15

General Ledger Distribution

Posting Date: 08/27/2019

Account Number	Account Name	Posting Amount	IFT
Fund: 020 - WATER FUND			
020-10000	Claim On Pooled Cash	-66.15	Yes
020-22420	Unapplied Credits	66.15	
		020 Total:	0.00
Fund: 999 - POOLED CASH			
999-10001	Pooled Cash - General Checking	-66.15	
999-27000	Due To Other Funds	66.15	Yes
		999 Total:	0.00
		Distribution Total:	0.00

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: September 12, 2019

Subject: Quarterly Report for April 1, 2019 through June 30, 2019 from Visit Santa Ynez Valley (VisitSYV)

BACKGROUND

Attached is the 2019 second quarter report for the period beginning April 1, 2019 through June 30, 2019 from Visit Santa Ynez Valley.

RECOMMENDATION

That the City Council receive and file the 2019 Second Quarterly Report from Visit Santa Ynez Valley.

ATTACHMENTS

Attachment 1 – Quarterly Report for the second quarter of 2019 from Visit Santa Ynez Valley.



2nd Quarter 2019 Report of the Santa Ynez Valley Hotel Association (dba Visit the Santa Ynez Valley) – Submitted 8/7/19

VisitSYV is reporting activity since the 2019 1st quarter report. This report is submitted to the City of Solvang, the City of Buellton and the Santa Barbara County Board of Supervisors, in accordance with the fulfillment of the provisions of the SYVTBID.

Financial

Beginning balance on April 1st, 2019: \$286,166

Q2 Income

TBID Funding received 4/1/19 through 6/30/19: \$216,646

Membership income: \$5,875

Total Income received 2nd quarter: \$222,271

Expenses

Advertising/Marketing: \$77,459

Grants/Special Projects: \$15,165

Travel & Conventions: \$16,403

Personnel Costs: \$58,838

Contract services: \$10,810

Facilities/equipment: \$1,215

Operations: \$1,656

Other types of expenses: \$1,280

Total expenses 2nd quarter: \$182,826

Ending Balance as of June 30, 2019: \$325,611



Membership

We receive TBID funding from 34 lodging properties and currently have **222 total members** that pay a basic membership fee of \$250, a nonprofit fee of \$125, and trade members where services are traded for membership such as wine, catering, photography. We held 1 networking reception in Q2 at Grassini Family Vineyards that was well attended by membership, public officials and constituents.

Annual Meeting

VisitSYV celebrated a successful 2018 calendar year with our members, community, and attending public officials at our Annual Meeting held at Hotel Corque on Thursday, June 13th. We highlighted 2018 successes, along with early 2019 accomplishments, including increased visitation. As a Tourism Business Improvement District (TBID), we measure part of our success by assessing an increase in hotel occupancy, reflected in our annual funds. The SYVTBID funds collected in 2018 saw an 8.31% increase in comparison to 2017. Further, the TBID saw a Q1 28.5% increase comparing 2018 and 2019. We presented our new Board of Directors slate, who will begin serving the 2019 – 2021 term in July. We honored three industry professionals for their efforts with awards. Marcy Payne, Director of Recreation at Alisal Guest Ranch and Resort, was recognized for her 26 years of service in hospitality with the “Spirit of the Santa Ynez Valley” award. Crystal “Pink” DeLongpre, Chef de Cuisine at Root 246 and Hotel Corque, was recognized for her passion for supporting local, and promoting the Santa Ynez Valley through her media presence with the “Ambassador of the Santa Ynez Valley” award. Giorgio Curti, owner of Amaranto Catering and partner of Leonardo’s, was recognized for exceptional community support and service with the “Spirit of Community” award.

Marketing (April 1, 2019 – June 30, 2019)

Santa Ynez Valley Marketing Campaign

The 2019 VisitSYV Marketing Campaign consists of VisitSYV as the sole stakeholder with \$200k invested. DVA Advertising & PR Agency has been contracted for public relations and began our new digital marketing campaign after ad testing was completed by Oniracom in Q1. The new digital campaign utilized findings from the Actionable Intelligence Report developed in Q1, targeting and identifying a new aspirational audience and target demographic. VisitSYV is pleased to report on the metrics supporting the benefits of the collective marketing program. Second quarter marketing results are detailed below.

SANTA YNEZ VALLEY

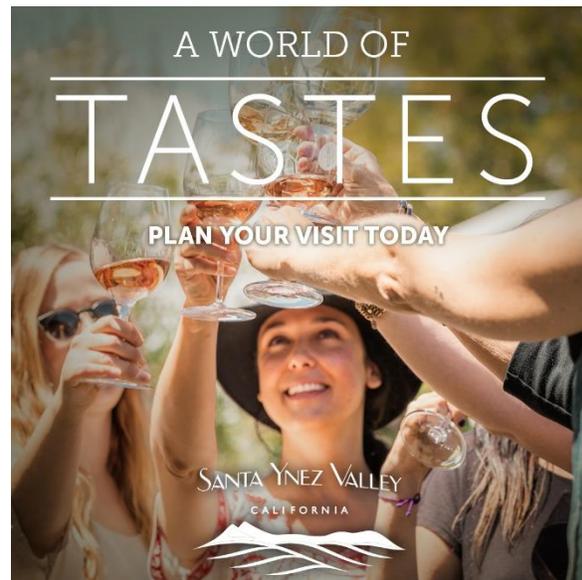
CALIFORNIA



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Creative

VisitSYV kicked off 2019's Q2 marketing program with new campaign creative developed by DVA Advertising, targeting the personas identified in the aforementioned Q1 Actionable Intelligence Report.



Public Relations Campaign

Public relations efforts for Q2 2019 continued to focus on outreach to major regional and national media outlets, Santa Barbara airport direct flight markets, and key drive markets. Press releases were drafted and distributed covering the region's rebound/recovery from wildfire and drought, and the upcoming 15th anniversary of Sideways.

Media coordination for planned or completed visits in the second quarter of 2019 included:

- Respond to query from Tanvi Chheda re: what's new in the Santa Ynez Valley for a pitch to Endless Vacation editors.
- Influencer visit coordination for Melanee Shale (184k followers) for May 19-21 visit to Skyview and Los Alamos.
- Coordination of a May 17-18 media visit for Julie Tremaine, for a Forbes.com story about the wines and wineries of the Happy Canyon AVA.

SANTA YNEZ VALLEY

CALIFORNIA



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- Coordination with influencer and former Bachelor contestant Tenley Molzahn (270k followers) for May 17-19 visit to the Santa Ynez Valley.
- Coordination with influencer Travis DesLaurier (960k followers) for April 29-May 1 visit to the Santa Ynez Valley.
- Coordination of June Naylor's itinerary for Dallas-based 360 West Magazine feature on California's Central Coast.
- Research, compile, and draft SYV entry for Best Wine Town in the 2019 Sunset Travel Awards competition.
- Planning and coordination for media visit from Sara Samson, senior editor at WestJet inflight magazine, re: May visit for food/wine focused feature.
- Initial outreach and planning for Jillian Murray and a group of lifestyle influencers (combined 5mm+ followers) for a visit to SYV.
- Media visit planning for AZ-based family travel writer Nadine Bubeck, with visit dates scheduled for June 3-6.
- Outreach to, and communication with Valerie Chen, Senior Editor at TravelAge West, re: planning an October visit for editorial coverage.
- Coordination with Elaine Schoch of Carpe Travel regarding an August 5-9 family-focused visit to the Santa Ynez Valley, and a winemaker podcast.
- Media visit coordination for Dora Finaczy & Robert Lang, Travelo (Hungarian) magazine, re: June 13-15 visit.
- Jim Farber, Creators Syndicate, re: August visit to explore the Santa Ynez Valley.

Total value of public relations media coverage for Q2 2019 = **\$418,109***

Total circulation of editorial coverage for Q2 2019 = **11,201,326**

Total unique visitors/month of editorial coverage for Q2 2019: **389,026,083**

**PR value is calculated by multiplying the advertising rate times the size of the story, and then doubling that number to reflect the added value of editorial coverage*

Digital Results

In Q2 of 2019 VisitSYV ran the bulk of the budget on the Facebook network (including Instagram), utilizing still, lightweight motion and video content, optimizing toward clicks to book. We also introduced Search and have seen it perform quite well so far.

SANTA YNEZ VALLEY

CALIFORNIA



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Facebook

Impressions: **545,445**

Clicks: **3,479**

CTR: **0.64%**

Search

Impressions: **19,244**

Clicks: **462**

CTR: **2.4%**



Visit Santa Ynez Valley | The Perfect California Getaway

www.visitsyv.com/SantaYnezValley

Six Unique Communities, Gorgeous Vineyards, Delicious Restaurants And Much More.

Visit Santa Ynez Valley | Things To Do

www.visitsyv.com/SantaYnezValley

Enjoy Wine Tasting, Restaurants, Hiking, Biking, & More.

California Wine Country | Visit Santa Ynez Valley

visitsyv.com/SantaYnezValley/WineCountry

Santa Ynez Valley Offers A Multitude Of Gorgeous Vineyards And Wineries.

Website

Since our **website** debuted in April 2014, we have now received **2,070,019** pageviews. The site has also garnered **122,111** clicks to our members' individual websites. The top 5 most popular pages on the site are as follows: (1) **Homepage**; (2) **Wine Tasting**; (3) **Restaurant Week**; (4) **Events**; (5) **Discover Los Olivos**.

VisitSYV Promotions

In Q2 VisitSYV officially announced the development of Taste of the Santa Ynez Valley, a four-day food, wine and experiential festival that will act as a showcase of all that our six distinct communities have to offer. Running over the course of four days (October 17 - 20th) the event begins in Los Alamos on Thursday afternoon, continues in Santa Ynez on Friday, in Solvang, Ballard, and Los Olivos on Saturday, and ends in Buellton on Sunday. The inaugural event will include curated experiences, wine and beer events, and dinners, showcasing what each of our unique communities has to offer. The goal is to provide a "taste" so that attendees will return to spend more time. A comprehensive marketing campaign and accompanying assets are in development.

Q2 Social Media Stats

- Our **Facebook** audience increased to over **16,757** likes.
- VisitSYV **Twitter** account increased to **4,149** followers.
- VisitSYV **Instagram** continued to climb in followers, with **5,897** followers.



Additional Print Advertising

Santa Ynez Valley Star

VisitSYV sponsors a monthly 1/4 page ad in the Santa Ynez Valley Star, which is used to highlight upcoming special events and draw users back to our events calendar at VisitSYV.com/events.

Additional Display Advertising

Airport Digital Display Ad Buy

VisitSYV continued to run digital display advertising in the Santa Barbara Airport which encourages travelers to visit the Santa Ynez Valley, highlighting that we are only 30 minutes north of the airport. Our ads play on a digital screen strategically placed by baggage claim and tourist information. Ads began June 1, 2017 and concluded June 30, 2019. In addition, VisitSYV has contracted with Certified Folder to distribute our 2019 Destination Guide in the airport, featured just below our digital display advertising.

Trade Shows

IPW

VisitSYV partnered with the Solvang Conference & Visitors Bureau, Buellton Visitors Bureau, Alisal Guest Ranch & Resort, Santa Ynez Valley Marriott, and Hotel Corque for 3 days of intensive travel buyer & media appointments at IPW in Anaheim, June 1-6, 2019. IPW is the travel industry's premier international marketplace and the largest generator of travel to the U.S. In just three days of pre-scheduled business appointments, more than 6,000 delegates representing U.S. travel organizations from every region of the USA and international and domestic buyers and media from 70+ countries meet face-to-face to conduct future travel business to the USA. Buyers & media received flash drives with Santa Ynez Valley lodging options, press releases, itineraries, story ideas and photography for their catalogues. For this year's IPW held in Anaheim, VisitSYV expanded its presence by partnering with our visitor bureau partners and hotels in a newly designed booth. The booth held 47 appointments on the showroom floor while Shelby and Danielle took an additional 20 appointments on Monday in the media marketplace, meeting with travel journalists from around the globe. This year's show was a resounding success, and we look forward to bringing a large presence to IPW in Las Vegas in 2020.



Onsite Activations

Visit California Headquarters

VisitSYV had the great fortune of presenting at Visit California's headquarters to approximately 90 attendees in Sacramento as part of their monthly "Third Thursday" series on Thursday, May 23, 2019. Shelby Sim and Danielle Laudon Ruse created and executed a presentation which educated their entire staff, along with representatives from 20 different California Welcome Centers from across the state. We shared our region's unique geography and what makes our six distinct communities so special, while also providing a taste of our local wine with Sonja Magdevski of Casa Dumetz in the house. Read Visit California's own recap from our presentation [here](#).



Grants & Special Projects 2nd Quarter 2019

The purpose of our grants program continues to be to assist with publicity and outreach for valley events which encourage overnight stays. Primary consideration goes to events which occur mid-week (Sunday to Thursday) and/or in off-season. For marketing of valley events, grants were given to:

- Summer Jazz & Beyond Concert Series, produced by Solvang Festival Theater: **\$1,500**
- Polo Classic, produced by People Helping People: **\$2,750**
- Los Olivos Jazz & Olive Festival, produced by Los Olivos Rotary: **\$2,000**
- 4th of July Fireworks Celebration, produced by SYV Rotary: **\$3,500**
- 4th of July Waterfront Fireworks, produced by PARC: **\$500**
- Vintners 5 Miler, produced by Santa Barbara Vintners Foundation: **\$1,500**

SANTA YNEZ VALLEY

CALIFORNIA



VISITSYV.COM

- Wildling Museum of Art & Nature fundraiser: **\$1,000**
- Film Screening, produced by Central Coast Film Society: **\$325**
- LO + CAL Field Feast, produced by Los Olivos School Foundation: **\$500**

Collaborations with Santa Barbara County DMOs and other organizations

VisitSYV collaborates actively with other county destination marketing organizations, including the Solvang Conference & Visitors Bureau, Buellton Visitors Bureau, the Santa Barbara County Vintners Association, Visit Santa Barbara, the Los Olivos, Buellton, Solvang, and Santa Ynez Chambers as well as the Los Alamos Business Association, the Santa Barbara Film Commission, The Chumash Foundation, and the Santa Barbara County Association of Governments.

Public comment

Members of the board and the President continue to be called upon to make written and/or verbal public comment on a number of hotel and tourism related issues. Each question is raised on a board agenda and voted upon by the board, or authorized by the president, before comment is made. Ongoing participation with our water challenges, cannabis, wine ordinance and special events ordinance hearings is anticipated by President, Shelby Sim, and, when needed, Linda Johansen, Chairman.



Organization

In April, Nedra Johnson, General Manager for the Alamo Hotel stepped down from the board and was replaced by John Richardson, General Manager for the Santa Ynez Inn. In May, Luca Crestanelli, Owner/Executive Chef, S.Y. Kitchen stepped down and was replaced with Will Henry, Owner PICO Restaurant.

The board continues to meet monthly, normally the 2nd Thursday of the month, 9:00 a.m. at the Chumash Casino. The board consists of nine individuals, seven of which are from the hotel industry and the other two are an at large representation of the membership base.

Staff & Board of Directors

President & CEO - Shelby Sim

Vice President of Marketing - Danielle Laudon Ruse

Digital Coordinator & Member Services – Marisa Yott

The board members are:

Chairman – Linda Johansen, Owner, Pea Soup Andersen’s Inn, Buellton

Vice Chairman – Andrew Economon, Director of Hospitality, Chumash properties, including Hotel Corque and Hadsten House

Secretary – Sherrie FitzGerald, Director of Marketing, Alisal Guest Ranch and Resort, Solvang

Treasurer – Bryan Maroun, General Manager, Sunstone Winery, Santa Ynez

John Richardson, General Manager for the Santa Ynez Inn, Santa Ynez

Budi Kazali, Owner, Ballard Inn, Ballard

Karla Azahar, General Manager, Santa Ynez Valley Marriott, Buellton

Will Henry, Owner PICO Restaurant, Los Alamos

Respectfully submitted by:

Shelby Sim, President and CEO

Santa Ynez Valley Hotel Association, dba Visit the Santa Ynez Valley

Shelby@VisitSYV.com

PO Box 633, Solvang, CA 93464

www.visitsyv.com, 805-451-6038

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: September 12, 2019

Subject: Monthly Treasurer’s Report – July 31, 2019

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 July 31, 2019. 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 July 31, 2019.

ATTACHMENTS

Attachment 1 – Monthly Treasurer’s Report – July 31, 2019



City of Buellton

City of Buellton

Monthly Treasurer's Report

For the month ending in July 31, 2019

September 12, 2019

This report presents the City's cash activity and investment portfolio as of July 31, 2019. The report includes:

- 1) Cash and investments at July 31, 2019 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 July 31, 2019

The following schedule is a summary of the City's cash and investments based on recorded value as of July 31, 2019 compared with the prior month.

	July 31, 2019	June 30, 2019
Cash	\$ 6,008,234.75	\$ 6,190,444.43
Investments held by the City	9,885,502.26	9,823,875.98
TOTAL CASH AND INVESTMENTS	\$ 15,893,737.01	\$ 16,014,320.41

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 annual payments to CalPERS Unfunded Liability (\$194,835) and City of Goleta for Library Services (\$193,729). These payments are made every year in the month of July. These payments were offset by the receipt of May 2019 Sales Tax (\$212,896) and receipt of June 2019 Transient Occupancy Tax (\$332,229). 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 - July 2019

City of Buellton, CA
For the Period Ending 7/31/2019

ACCOUNT #	ACCOUNT NAME	06/30/2019 BALANCE	CURRENT ACTIVITY	07/31/2019 BALANCE
CLAIM ON CASH				
001-10000	Claim On Pooled Cash	9,373,012.41	(149,418.83)	9,223,593.58
005-10000	Claim On Pooled Cash	1,564,946.02	(4,795.68)	1,560,150.34
006-10000	Claim on Pooled Cash	216,769.57	724.15	217,493.72
020-10000	Claim On Pooled Cash	2,488,909.82	114,862.00	2,603,771.82
021-10000	Claim on Pooled Cash	365,054.99	1,219.52	366,274.51
023-10000	Claim On Pooled Cash	482,901.91	1,613.21	484,515.12
024-10000	Claim On Pooled Cash	35,448.81	118.42	35,567.23
025-10000	Claim On Pooled Cash	297,091.74	12,192.75	309,284.49
027-10000	Claim On Pooled Cash	324,283.69	(3,317.12)	320,966.57
029-10000	Claim On Pooled Cash	29,192.93	(2,994.98)	26,197.95
031-10000	Claim On Pooled Cash	486,861.30	36,884.65	523,745.95
075-10000	Claim On Pooled Cash	226,939.59	858.13	227,797.72
090-10000	Claim On Pooled Cash	-	-	-
091-10000	Claim On Pooled Cash	(0.04)	-	(0.04)
092-10000	Claim On Pooled Cash	122,907.67	(128,529.62)	(5,621.95)
TOTAL CLAIM ON CASH		16,014,320.41	(120,583.40)	15,893,737.01
CASH IN BANK				
Cash in Bank				
999-10001	Pooled Cash - General Checking	6,178,414.89	(181,191.49)	5,997,223.40
999-10002	Pooled Cash - Money Market	206,364.95	37.32	206,402.27
999-10003	Pooled Cash - FSA	12,029.54	(1,018.19)	11,011.35
999-10004	Pooled Cash - Brokerage	1,245,434.39	8,090.67	1,253,525.06
999-10005	Pooled Cash - LAIF	8,372,076.64	53,498.29	8,425,574.93
TOTAL: Cash in Bank		16,014,320.41	(120,583.40)	15,893,737.01

Per Statements:	7/31/2019
Rabobank General Checking	6,166,024.54
Rabobank Money Market	206,402.27
Rabobank FSA	11,011.35
Local Agency Investment Fund	8,425,574.93
Multi-Securites Bank	1,253,525.06
Total Cash per Statements:	16,062,538.15

Claim on Cash vs. Total Cash Per Statements:	(168,801.14)
Outstanding items per System Reconciliation	(168,801.14)
Difference:	(0.00)

City of Buellton
Investment Summary
July 31, 2019

	Percent of Portfolio	Yield	Maturity Term	Maturity Date	Par Value	Market Value
Local Agency Investment Fund - LAIF	85.42%	2.57%	n/a	n/a	\$8,425,574.93	\$ 8,425,574.93
Certificates of Deposits (Held with Multi-Securities Bank)						
Direct Federal Credit Union	1.01%	2.75%	16 mo.	1/24/2020	100,000.00	100,372.00
Goldman Sachs Bank	2.03%	2.75%	2 yrs.	5/11/2020	200,000.00	201,188.00
T C T Federal Credit Union	1.22%	2.05%	1 yr.	7/23/2020	120,000.00	120,073.20
Wells Fargo Bank	2.52%	2.25%	5 yrs.	8/16/2022	249,000.00	249,756.96
Sallie Mae Bank	1.01%	3.20%	5 yrs.	5/9/2023	100,000.00	103,130.00
First Technology Bank Fed Cr Union	1.04%	3.60%	5 yrs.	12/26/2023	103,000.00	108,134.55
First Technology Bank Fed Cr Union	1.01%	3.35%	5 yrs.	2/6/2024	100,000.00	104,015.00
Comenity Cap Bank	1.62%	2.80%	5yrs.	4/15/2024	160,000.00	162,715.20
Morgan Stanley Bank	1.01%	2.75%	5 yrs.	5/2/2024	100,000.00	101,473.00
Multi-Securities Bank - Cash in Holding						2,667.15
Money Market (Held with Rabobank)	2.09%	0.20%		n/a	206,402.27	206,402.27
Total City Investments	<u>100.00%</u>				<u>\$9,863,977.20</u>	<u>\$ 9,885,502.26</u>

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 July 31, 2019. Fund balance includes total assets and liabilities of the City.



City of Buellton, CA

Fund Balance Report

As Of 07/31/2019

Fund	July 1, 2019 Balance	Total Revenues	Total Expenses	July 31, 2019 Balance
001 - General Fund	10,423,059.58	473,343.98	940,471.33	9,955,932.23
005 - Sewer Fund	3,348,585.06	112,329.01	121,975.77	3,338,938.30
006 - Wastewater Capital	231,732.18	-	-	231,732.18
020 - Water Fund	6,457,449.28	246,190.62	194,411.12	6,509,228.78
021 - Water Capital	405,391.78	-	-	405,391.78
023 - Housing Fees	484,515.12	-	-	484,515.12
024 - Traffic Mitigation Fund	35,567.23	-	-	35,567.23
025 - Gas Tax Fund	307,781.68	10,193.96	735.18	317,240.46
027 - Local Transportation Fund	323,882.03	417.86	1,666.66	322,633.23
029 - Transportation Planning	(103,452.73)	-	-	(103,452.73)
031 - Measure A	493,699.39	35,161.77	-	528,861.16
075 - Trust & Agency Fund	7,347.21	-	-	7,347.21
090 - Long-Term Debt	(2,462,387.50)	-	-	(2,462,387.50)
091 - General Fixed Assets	20,168,947.11	-	-	20,168,947.11
092 - Capital Improvement Proj Fund	-	19,442.81	19,442.81	-
	40,122,117.42	897,080.01	1,278,702.87	39,740,494.56

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.: 5

To: The Honorable Mayor and City Council

From: Rose Hess, Public Works Director

Meeting Date: September 12, 2019

Subject: Rejection of Bids for Stormwater Catch Basin Cleaning

BACKGROUND

In July 2019 and pursuant to Section 3.16.050 of the Buellton Municipal Code, the City solicited informal bids from qualified contractors to perform annual cleaning of the City's storm drain system catch basins, drop inlets, area drains and sidewalk drains. On August 13, 2019, staff received one (1) proposal from Potter Enterprises in the amount of \$50,556.00.

Due to the single response and the amount of the bid, staff is recommending that the Council reject the bid and direct staff to re-advertise the project. The sole bidder has been notified of the bid results and the recommended action.

FISCAL IMPACT

The storm drain cleaning project has been budgeted for Fiscal Year 2019/20 for \$20,000, an amount consistent with previous years' project costs. The bid received exceeds the budgeted amount by more than 150%. Rejection of the bid will have no fiscal impact beyond the minor cost of staff time to re-solicit the project.

RECOMMENDATION

Staff recommends that the City Council reject the bid and authorize staff to re-advertise.

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: September 12, 2019

Subject: Filing of an Amended Claim with the Santa Barbara County Association of Governments (SBCAG) for Revised Allocation of Transportation Development Act Funds (TDA) for Fiscal Year 2019-20

BACKGROUND

On March 28, 2019, City Council authorized the filing of TDA claim funds for Fiscal Year 2019-20. On August 1, 2019, SBCAG revised the claim amounts for Fiscal Year 2019-20. Attachment 1 is the staff report from SBCAG recommending local agencies amend their 2019-20 claim forms in order to claim the 2019-20 revised apportionments. The amended 2019-20 claim is Attachment 2.

Buellton's revised maximum apportionment for Fiscal Year 2019-20 is \$222,994. The original FY 2019-20 apportionment was \$219,734. Amounts for Regional Transportation Planning and Bikes and Pedestrians have been determined by SBCAG.

The revised TDA claim is as follows:

Regional Transportation Planning:	\$ 6,556
Pedestrian and Bikeway Facilities:	<u>\$ 4,460</u>
Total TDA Claim:	\$ 11,016

The revised Local Transportation Fund apportionment will be distributed as follows:

Maximum Apportionment for 2019-20	\$ 222,994
Less Total TDA Claim	<u>\$ 11,016</u>
Amount to be released to City of Solvang	\$ 211,978

FISCAL IMPACT

The City will receive \$222,994 as its maximum apportionment for Fiscal Year 2019-20, \$211,978 of which will be paid directly to the City of Solvang for operation of the transit system.

RECOMMENDATION

That the City Council authorize the amended 2019-20 claim to be filed with SBCAG for the purpose of claiming Fiscal Year 2019-20 TDA funding.

ATTACHMENTS

Attachment 1 – Staff report from SBCAG showing revised TDA apportionment
Attachment 2 – 2019-20 amended TDA Claim



■ 260 North San Antonio Road., Suite B ■ Santa Barbara, CA ■ 93110
■ Phone: 805/961-8900 ■ Fax: 805/961-8901 ■ www.sbcag.org

TTAC STAFF REPORT

SUBJECT: Revised FY 2019-20 LTF Apportionments

MEETING DATE: August 1, 2019

AGENDA ITEM: 5

STAFF CONTACT: Martha Gibbs

RECOMMENDATION:

Receive revised estimate for Fiscal Year 2019-20 Transportation Development Act – Local Transportation Fund apportionments for development of revised claims by claimants.

DISCUSSION:

The County Auditor-Controller has provide a revised estimate to include balances that remained in the Transportation Development Act - Local Transportation Fund (LTF) fund at the close of the fiscal year. Revenue estimates for FY 2018-19 were \$18,462,000, Board of Equalization collections were \$18,862,954 thereby resulting in a balance of \$400,954 in the LTF fund. The resulting balance has been added to the FY 2019-20 original estimate of \$18,832,000 giving a total of \$19,232,954 in LTF fund now available for apportionment per the revised estimate.

LTF revenues are generated from 1/4 cent of the state sales tax and are apportioned among the local agencies on the basis of population. The recommended apportionments for individual claimants are based on January 2018 Department of Finance population estimates. Revenues can be used for public transit, paratransit, pedestrian and bikeway projects, transportation planning and, under certain circumstances, for street and road purposes.

Included as Attachment A are the proposed revised LTF apportionments for the FY 2019-20. The apportionments to each jurisdiction and their uses have been detailed. Local agencies must submit revised claims for these funds using the attached apportionments.

Claims must be submitted to Martha Gibbs at SBCAG no later than August 19, 2019.

The TDA manual and associated forms to reference when completing your LTF claim can be found on the SBCAG website, at <http://www.sbcag.org/documents.html#transitresources>

ATTACHMENTS:

- A. FY 19-20 Local Transportation Fund Revised Apportionments
Summary of Important Dates for LTF Claimants

ATTACHMENT A

Transportation Development Act
Local Transportation Fund (LTF)
Revised Apportionments (July 2019)
2019/20

CLAIMANTS	Population ¹	% of Total Population	Maximum Apportionment ²	Bike & Ped. Funds (2%)	Planning Funds (3%)	Article 4.5 (5%)	Available for Articles 4 & 8
Buellton	5,291	1.1668141%	\$222,994	\$4,460	\$6,556		\$211,978
Guadalupe	7,604	1.6768955%	\$320,477	6,410	9,422		\$289,413 *
Lompoc	43,599	9.6148036%	\$1,837,519	36,750	54,023		\$1,746,746
Santa Maria	108,470	23.9206805%	\$4,571,566	91,431	134,404		\$4,128,445 *
Solvang	5,771	1.2726675%	\$243,224	4,864	7,151		\$231,209
SB County (Unincorp. North County)	66,693	14.7076790%	\$2,810,837	56,217	82,639		\$2,601,675 *
SMOOTH (S. M. Valley CTSA)						\$302,824	
So. Co. Claimants (See Below)	216,029	47.6404599%	\$9,104,737	182,095	267,679	432,748	\$8,222,215
Total:	453,457	100.0000000%	\$19,111,354 ³	\$382,227	\$561,874	\$735,572	\$17,431,681
SOUTH COUNTY CLAIMANTS							
SBMTD	216,029		\$8,489,894		\$267,679		\$8,222,215
Easy Lift			\$432,748			\$432,748	
Carpinteria	13,704	3.0221168%	\$11,551	\$11,551			
Goleta	31,949	7.0456515%	\$26,930	26,930			
Santa Barbara City	94,807	20.9076054%	\$79,914	79,914			
SB County (Unincorp. South County)	75,569	16.6650862%	\$63,700	63,700			
Total:	216,029	47.6404599%	\$9,104,737	\$182,095	\$267,679	\$432,748	\$8,222,215

¹ January 2018 Department of Finance figures.

² Revised estimate per County Auditor for FY 2019-20 is \$19,232,954 (July 2019)

³ Per PUC section 99233.1 estimate has been reduced by \$121,600 for administration

* Adjusted to provide funding for SMOOTH (Santa Maria Valley CTSA).

ATTACHMENT A

SUMMARY OF IMPORTANT DATES FOR LTF CLAIMANTS

January	SBCAG holds a public hearing to receive input on the existence of unmet transit needs.
Prior to February 1	County Auditor-Controller furnishes SBCAG with an estimate of funds to be generated in the Local Transportation Fund within the county in the upcoming year.
February/March	SBCAG presents LTF apportionments to TTAC and the SBCAG board.
April 1	Claimants file annual LTF claims with SBCAG.
April/May	SBCAG makes findings concerning the existence of unmet transit needs that can be reasonably met.
June	SBCAG approves LTF allocations and conveys instructions to the County Auditor and to claimants.
July	County Auditor reports to SBCAG actual LTF revenues received during the prior fiscal year and provides SBCAG a revised estimate if requested. (This will occur if actuals exceed estimated amounts for the year)
August	If a revised estimate is received, SBCAG presents the revised LTF apportionments to TTAC and claimants file a revised LTF claim
September	SBCAG presents revised LTF allocations to TTAC and then to the SBCAG board (if applicable) for adoption/approval.
October	Article 8(a) (e.g., non-transit) claimants submit expenditure reports to State Controller (Section 6665).
December 31	Annual fiscal audits are due to the State Controller (Section 6664)
January 31	All transit claimants submit annual Financial Transactions Report to State Controller and SBCAG
January 31	SBCAG submits annual report to State Controller (Section 6660).



Transportation Development Act

CLAIM FORMS

2019

DOCUMENT A (Instructions on pages 4-3 and 4-4)

**TRANSPORTATION DEVELOPMENT ACT CLAIM FORM
(All claimants must complete this document)**

Line

1 Project Year (FY) 2019-20
 2 Claimant City of Buellton
 3 Address PO BOX 1819, Buellton
 4 Contact Person Scott Wolfe Title City Manager
 5 Telephone Number 805-686-0137

6 The above named claimant hereby applies for allocations of Transportation Development Act funds for FY 2019-20 for the purposes and in the amount(s) specified below:

Purpose	Apportionment	Claimed
Local Transportation Fund		
7 Regional Transportation Planning (PUC 99262 & 99402)	\$ 6,556.00	\$ 6,556.00
<i>less amount released to SBCAG</i>	<i>minus</i>	\$ 6,556.00
8 Pedestrian & Bikeway Facilities (PUC 99234)	\$ 4,460.00	\$ 4,460.00
9 Articles 4 & 8:	\$ 211,978.00	
<i>less amounts released to:</i>		
10 <u>City of Solvang</u>	<i>minus</i>	\$ 211,978.00
11 _____	<i>minus</i>	
12 _____	<i>minus</i>	
13 _____	<i>minus</i>	
14 _____	<i>minus</i>	
<i>plus amounts released from:</i>		
15 _____	<i>plus</i>	
16 _____	<i>plus</i>	
17 _____	<i>plus</i>	
18 _____	<i>plus</i>	
19 _____	<i>plus</i>	
20 Article 4 Transit (PUC 99260)		\$ -
21 Article 4.5 Community Transit (PUC 99275)		\$ -
22 Article 8a Streets & Roads (PUC 99400a)		
23 Article 8c Transit Contracts (PUC 99400c)		
24 TOTAL LTF	\$ 222,994.00	\$ 4,460.00
25 Amount to be held in reserve by claimant (CCR 6648)		
State Transit Assistance		
26 Transportation Planning		

27	Mass Transportation	
28	TOTAL STA	\$ -

29 TOTAL TRANSPORTATION DEVELOPMENT ACT CLAIM \$ 4,460.00
(add lines 20 and 24)

Claimant acknowledges that payment by the County Auditor of an allocation made by the Association of Governments is subject to such monies being on hand and available for distribution and to the provision that such moneys be used only in accordance with the terms of the allocation instruction issued by the Association of Governments

30 By: _____
 31 Title: City Manager
 32 Date: 9/12/2019

I hereby attest to the reasonableness and accuracy of the financial statements included in Documents C, D, F, and G. (Sec. 6632)

33 Signed: _____
 Chief Financial Officer
 34 Name: Shannel Zamora
 35 Title: Finance Director

Reference: CCR Section 6630

DOCUMENT E (Instructions on page 4-9)

**PROJECT DESCRIPTION & REGIONAL TRANSPORTATION PLAN CONFORMITY
(All claimants must complete this document)**

Complete sections for **every article** under which you are claiming TDA funds.

ARTICLE 3 BIKE/PED CLAIMS [Cities and County]

Describe how you plan to use LTF Article 3 Bike/Ped funds. Include, as applicable, location, type of bike facility, length of project (if bike lane), construction start date, and expected date of opening.

These funds will be utilized towards design and construction of Bike and Pedestrian facilities as identified and prioritized in the City Adopted Bicycle Master Plan (2012). Monies will be accrued until the totals are sufficient to support projects.

List the corresponding RTP project and/or page numbers.

List the corresponding local bicycle plan project and/or page numbers.

The City of Buellton Bikeway and Pedestrian Master Plan adopted January 2012. Pages 28-38 lists the proposed Bikes and Pedestrian paths.

ARTICLE 4 TRANSIT CLAIMS [COLT, Guadalupe, SBMTD, SMAT, and SYVT]

Describe how you plan to use LTF Article 4 Transit funds. Include, as applicable, type of project, construction start date, expected date of opening.

List the corresponding RTP project and/or page numbers.

ARTICLE 4.5 COMMUNITY TRANSIT SERVICES CLAIMS [Easy Lift and SMOOTH]

Describe how you plan to use LTF Article 4.5 CTSA funds. Include, as applicable, type of project, construction start date, expected date of opening.

List the corresponding RTP project and/or page numbers.

ARTICLE 8(c) TRANSIT CLAIMS [County only]

Describe how you plan to use LTF Article 8 Transit funds. Include, as applicable, type of project, construction start date, expected date of opening.

List the corresponding RTP project and/or page numbers.

ARTICLE 8(a) STREETS AND ROADS CLAIMS [Cities and County, if applicable]

Describe how you plan to use LTF Article 8 Streets/Roads funds. Include, as applicable, type of project, construction start date, expected date of opening.

Reference: CCR Section 6651

DOCUMENT H (Instructions on page 4-14)

STANDARD ASSURANCES FOR APPLICANTS – LTF
(All claimants must complete this document)

CLAIMANT ASSURANCES: Initial Each Section or Indicate N/A.

N/A 1) Claimant certifies that it maintain for the project year the ratio of fare revenues and local funds to operating cost at least equal to the ratios adopted by SBCAG (SBCAG Resolution 10-35, SBCAG Resolution 14-34 for City of Lompoc).
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)

N/A 2) Claimant that received an allocation of LTF funds for an extension of service pursuant to PUC 99268.8/CCR 6619.1 certifies that it will file a report of these services pursuant to CCR 6633.8b within 90 days after the close of the fiscal year in which that allocation was granted.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)

N/A 3) Claimant filing a claim for TDA funds for capital intensive projects certifies that it has made every effort to obtain federal funding pursuant to PUC 99268.7 and/or CCR 6754(a)(3).
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)

N/A 4) Claimant certifies it has submitted a satisfactory, independent fiscal audit, with required certification statement, to SBCAG and to the State Controller, pursuant to PUC 99245 and 21 CCR 6664, for the prior fiscal year (project year minus two). Claimant also assures this audit requirement will be completed for the current fiscal year (project year minus one).
Date of submittal to State Controller:
Date of submittal to SBCAG:
Applies to SBMTD, Easy Lift, and SMOOTH. SBCAG contracts for and submits fiscal audits for all other TDA claimants.

N/A 5) Claimant certifies that, per SBCAG Resolution 90-1, no more than 50% of the CTSA's operating budget for the year came from LTF. Claimant also certifies that its fiscal audit contains verification of this limitation (e.g., "[Easy Lift/SMOOTH] is [not] in compliance with requirement, per SBCAG Resolution 90-1, that no more than 50% of [Easy Lift's/SMOOTH's] operating budget for the year came from Local Transportation Funds.").
Applies to Article 4.5 (CTSAs)

N/A 6) Claimant certifies it has submitted an annual report, documenting agency operations, in conformance with the uniform system of accounts and records, to SBCAG and to the State Controller, pursuant to PUC 99243, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).
Date of submittal to State Controller:
Date of submittal to SBCAG:
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)

7) Claimant certifies it has submitted an annual report, regarding expenditure of funds received, to the State Controller, pursuant to 21 CCR 6665, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).
Date of submittal to State Controller: 26-Sep-18
Applies to Articles 3 (bike/ped) and 8 (streets/roads)

8) Claimant certifies that (initial one):
N/A a) the current cost of its retirement system is fully funded with respect to the officers and employees

- _____ of its public transportation system (PUC 99271(a)); or
- _____ b) the operator is implementing a plan approved by SBCAG which will fully fund the retirement system for such officers and employees within 40 years (PUC 99271(a)); or
- _____ c) the operator has a private pension plan which sets aside and invests, on a current basis, funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC 99272 and 99273.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A _____ 9) Claimant certifies that, pursuant to PUC 99264, it does not routinely staff, with two or more persons, a vehicle for public transportation purposes designed to be operated by one person.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)

- N/A 10) Claimant certifies that the transit operator's operating budget has not increased more than 15% over the preceding year, and does not include a substantial increase or decrease in scope of operations or capital budget provisions for major new fixed facilities. **If the budget does include such changes, documentation is attached** that identifies and substantiates the reason and need for the changes, pursuant to PUC 99266, CCR 6632(b). E.g., if there is a substantial change between the capital expenditures proposed in this claim and those described in the claimant's Short Range Transit Plan (SRTP) or Transit Development Program (TDP), the claimant must provide a statement that substantiates the need for this change. If the claimant has neither a SRTP nor a TDP, the claimant must provide a statement that describes the need for the proposed capital expenditure.
ATTACHMENTS MAY BE REQUIRED
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 11) Claimant certifies that **attached is certification from the Department of California Highway Patrol** (CHP), completed within the last 13 months, that indicates the operator is in compliance with Section 1808.1 of the Vehicle Code. Section 1808.1 of the Vehicle Code requires, among other things, that operators participate in a pull notice system for obtaining current driver records from the Department of Motor Vehicles.
ATTACHMENTS REQUIRED
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 12) Claimant certifies it is in compliance with PUC 99155: if it offers reduced fares to seniors, it offers the same reduced rate to disabled persons, handicapped persons, and disabled veterans, and it honors the federal Medicare card for identification to receive reduced fares.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 13) Claimant certifies it is in compliance with PUC 99155.5: dial-a-ride and paratransit services are accessible to handicapped persons and the service is provided to persons without regard to vehicle ownership and place of residence.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 14) Claimants that contract with another entity or entities for transit service certify that a copy of **the contract negotiated with that entity is attached**, pursuant to CCR 6630.
ATTACHMENTS REQUIRED
Applies to Articles 4 (transit) and 8 (transit)
- N/A 15) Claimant certifies that, per SBCAG Resolution 90-1, **attached to this claim is an operations plan and budget** that describes existing and proposed service, and report on progress of coordination and consolidation objectives.
ATTACHMENTS REQUIRED
Applies to Article 4.5 (CTSAs)
- N/A 16) Claimant certifies that, per SBCAG Resolution 90-1, it has **attached** an agreement to indemnify and hold harmless SBCAG from any claims, judgments or liabilities against the claimant. Claimant certifies it has also **attached proof of insurance coverage**, with limits of general liability to be specified.
ATTACHMENTS REQUIRED
Applies to Article 4.5 (CTSAs)
- 17) Claimant certifies that in its TDA claim, not less than 5% of the amount claimed under Article 4 will be expended for demand-response service for the elderly and individuals with disabilities, per SBCAG Resolution 90-1.
Applies to Articles 4 (transit) in service areas without a designated CTSA [COLT, SYVT]

N/A 18) If SBCAG has found that there are unmet transit needs that are reasonable to meet within its jurisdiction, the claimant certifies it has attached a summary of the actions it plans to take to meet the needs.

ATTACHMENTS MAY BE REQUIRED

Applies to Article 8 (streets/roads)

The undersigned (must be the individual named in the authorizing resolution) hereby certifies that the above statements are true and correct.

Signature:

Name:

Scott Wolfe

Title:

City Manager

Date:

9/12/2019

Note: May need to adopt new resolution for farebox changes for MTD due to SB 508.

Article 3 Bike/ Ped	Article 4 Transit	Article 4.5 Community Transit	Article 8(a) Streets & Roads	Article 8(c) Transit	REQUIRED FORMS CHECKLIST	
					Claimant:	City of Buellton
Cities and County	COLT, Guad., SBMTD, SMAT, SYVT	CTSAs: Easy Lift and SMOOTH	Cities and County	County	Document Name	
X	X	X	X	X	Document A: Claim Form	
X	X	X	X	X	Document B: Resolution	
	X	X		X	Document C: Productivity Improvement	
					Document D: Fiscal Reporting	
	X	X		X	Part A Proposed Operating Budget	
	X	X		X	Part B Proposed Capital Budget	
X	X	X	X	X	Document E: Project Description & RTP Conformity	
	X	X		X	Document F: Maximum Transit Allocation	
					Document G: Fare and Local Funds Ratios	
	X			X	G.1 Fixed Route	
	X (not SBMTD)	X			G.2 Demand Response	
	X (not SBMTD)				G.3 Systemwide (combined)	
					Document H: Standard Assurances	
	X	X		X	H.1 Farebox Ratio	
	X	X		X	H.2 Extension of Service	
	X	X		X	H.3 Federal Funding	
	SBMTD Only	X			H.4 Fiscal Audit	
		X			H.5 LTF ≤ 50% of CTSA's operating budget	
	X	X		X	H.6 State Controller Annual Report	
X			X		H.7 State Controller Annual Report	
	X	X		X	H.8 Retirement System Funding	
	X	X		X	H.9 Staffing of Vehicles	
	X	X		X	H.10 Budget Increase *	
	X	X		X	H.11 CHP Certification **	
	X	X		X	H.12 Fares for Senior and Disabled	
	X	X		X	H.13 Accessibility to Disabled	
	X			X	H.14 Contract for Transit Services **	
		X			H.15 Operations Plan and Budget **	
		X			H.16 Indemnify, Hold Harmless; Insurance **	
	COLT & SYVT Only				H.17 5% Demand Response	
			X		H.18 Unmet Needs *	

*attachments may be required

**attachments required

I hereby certify that I have completed all forms necessary to comply with the requirements of the Transportation Development Act.		Submitted by:	
Signature:		Name:	Shannel Zamora
Date:	9/12/2019	Title:	Finance Director
		E-mail:	shannelz@cityofbuellton.com
		Phone:	805-686-7422

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: Rose Hess, Public Works Director

Meeting Date: September 12, 2019

Subject: Discussion and Direction Regarding One-Year Contract Extensions for Engineering Services with MNS Engineers Inc. and Tetra Tech, Inc.

BACKGROUND

On September 22, 2016, Council awarded contracts for engineering services to MNS Engineers, Inc. and Tetra Tech, Inc. General city engineering services contract was assigned to MNS Engineers, Inc., and private development and permitting services (which includes encroachment and utilities permits, and all development plan check/inspection services) was assigned to Tetra Tech

The initial contract time period was for two years from December 8, 2016 to December 8, 2018, with the City Council having the option to approve up to three additional one-year contract extensions. At its November 8, 2018 meeting, the City Council directed staff to return with extensions of one year for each contract.

Council discussed the contract during their February 28, 2019 and March 14, 2019 meetings. At the March 14, 2019 meeting, the City Council discussed the contract extensions and verbally extended the services for six months. During this time, all engineering related services for the City's water and wastewater facilities and their associated capital improvements projects were transferred to Tetra Tech. To date, Tetra Tech has been working on sewer line repairs evaluations as well as engineering support for the water facilities generator project.

Attachments 1 and 2 are the proposed contract amendments for MNS Engineers and Tetra Tech, respectively. Each attachment has a respective Exhibit A, which includes the proposed rates for each firm. The rates for MNS remain the same as the original contract. The rates for Tetra Tech reflect a 3% increase from their original contract. The hourly rates for both firms are comparable see below for a few equivalent titles:

MNS Engineers	Hourly Rate	Tetra Tech	Hourly Rate
City Inspector	\$125	Construction Inspector	\$128.75
Supervising CAD	\$120	Sr CAD	\$123.60
Deputy City Engineer	\$175	Project Manager	\$169.95

In addition, the proposed amendments would include the March 14 changes to the scope of each contract.

FISCAL IMPACT

General city engineering services are funded through the General Fund, Enterprise Funds (Water and Sewer), Measure A, Gas Tax, and Grant Funds, as appropriate by project. Work provided by MNS Engineers have all been with the project allocations in the approved budget. Development services are provided through developer deposits and are charged based on time and materials spent. Utility encroachment permits are partially funded by General Fund for costs exceeding their blanket permit fees. Work provided by Tetra Tech is covered by the Developer deposits and supplemented by the General Fund, where necessary.

RECOMMENDATION

Staff recommends that the City Council consider the additional one-year contract extensions for engineering services for MNS Engineers, Inc and Tetra Tech. If the Council is satisfied with the current scope of work for each consultant, Staff recommends that the Council approve the two extensions. If the Council wishes to make additional changes to the scope, Staff recommends that those changes be made and then the extensions be approved with the additional changes.

ATTACHMENTS

Attachment 1 – MNS Engineers Amendment No. 1 (with Exhibit A - 2018 Rate Sheet)
Attachment 2 – Tetra Tech Amendment No. 1 (with Exhibit A - 2018 Rate Sheet)

AMENDMENT NO.1 TO AGREEMENT
MNS Engineers, Inc.
and
City of Buellton

THIS AMENDMENT NO.1 TO AGREEMENT (the "Amendment") is entered into this 12th day of September 2019 by and the CITY OF BUELLTON, a California municipal corporation ("City"), and MNS Engineers, Inc. ("Consultant"), a corporation duly organized and operated under the laws of the State of California.

RECITALS

- A. On December 8, 2016, Consultant and the City entered into a Professional Services Agreement (the "Agreement") for the purpose of engineering services to the City of Buellton.
- B. Pursuant to the Agreement, the initial term of the agreement is for a period of two (2) years from the date of execution. The City Council has the option to extend the contract three additional one (1) year extensions.
- C. The City Council finds that extension of the Consultant's agreement appropriate in accordance with the purposes set forth in the Agreement.

AMENDMENT

In consideration of the mutual covenants and conditions set forth herein, the City and Consultant agree as follows:

- 1. Exhibit "A" of the Agreement, "SCOPE OF SERVICES/PROPOSAL" is hereby amended to add:

"2018/19 Rate Sheet"
- 2. Except as expressly modified herein, all the terms referenced in this Amendment shall have the same meaning as the terms defined in the Agreement.
- 3. Except as expressly modified by this Amendment, all terms and provisions of the Agreement shall remain in full force and effect.

IN WITNESS HEREOF, the parties have executed Amendment No. 1 to the Agreement.

CITY OF BUELLTON

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk, CMC

MNS ENGINEERS, INC.

APPROVED AS TO FORM:

Greg Murphy
City Attorney

2018-2019

STANDARD SCHEDULE OF FEES

PROJECT MANAGEMENT

Principal-in-Charge	(230)	\$250
Principal Project Manager	(220)	230
Project Manager	(185)	200
Project Coordinator		120



This fee schedule is proprietary to the City of Buellton only and shall not apply to any other jurisdiction. The prices shown in () are the job titles currently in use for the City on a regular basis with their associated discounted fees. These reductions are shown next to the standard fee schedule rate and are made part of this proposal. In the case where no () is shown, it is either because that service is not utilized or prevailing wage is in effect.

ENGINEERING

Principal Engineer	(200)	\$220
Principal Structural Engineer	(200)	220
Lead Engineer	(190)	200
Supervising Engineer	(175)	185
Senior Structural Engineer		185
Senior Project Engineer	(160)	170
Structural Engineer		170
Project Engineer	(135)	150
Associate Engineer	(125)	135
Assistant Engineer		115
Engineering Intern		95

SURVEYING

Principal Surveyor	(190)	\$200
Supervising Surveyor	(175)	185
Senior Project Surveyor		170
Project Surveyor		150
Senior Land Title Analyst		130
Assistant Project Surveyor		125
Party Chief		140
Chainperson		120
One-Person Survey Crew		180

CONSTRUCTION MANAGEMENT

Principal Construction Manager		\$200
Senior Construction Manager		185
Resident Engineer		170
Structure Representative		160
Construction Manager		150
Assistant Resident Engineer		145
Construction Inspector (PW)		138
Office Engineer		105

TECHNICAL SUPPORT

CADD Manager	(120)	\$140
Senior GIS Analyst		140
GIS Analyst		120
Supervising CADD/Engineering/GIS Technician		120
Senior CADD/Engineering/GIS Technician		110
CADD/Engineering/GIS Technician		100

ADMINISTRATIVE SUPPORT

Administrative Analyst		\$110
IT Technician		105
Graphics/Visualization Specialist		95
Administrative Assistant		70

GOVERNMENT SERVICES

City Engineer	(190)	\$200
Deputy City Engineer	(175)	185
Assistant City Engineer	(160)	175
Plan Check Engineer	(145)	160
Permit Engineer	(125)	140
City Inspector		125
City Inspector (PW)		138
Principal Program Manager		200
Senior Program Manager		175
Program Manager		150
Principal Stormwater Specialist		150
Senior Stormwater Specialist	(120)	135
Stormwater Specialist	(110)	120
Stormwater Technician		110
Principal Environmental Specialist		150
Senior Environmental Specialist	(125)	135
Environmental Specialist		115
Environmental Technician		95
Building Official		150
Senior Building Inspector		138
Building Inspector		125
Planning Director		185
Senior City Planner		160
Assistant Planner		145
Senior Grant Writer		160
Grant Writer		135

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate. Expert Witness services will be charged at three (3) times listed rate and will include all time for research, deposition, court appearance and expert testimony, but are not charged as part of this proposal.

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law.



AMENDMENT NO.1 TO AGREEMENT
Tetra Tech, Inc.
and
City of Buellton

THIS AMENDMENT NO.1 TO AGREEMENT (the "Amendment") is entered into this 12th day of September 2019 by and the CITY OF BUELLTON, a California municipal corporation ("City"), and Tetra Tech ("Consultant"), a corporation duly organized and operated under the laws of the State of California.

RECITALS

- A. On December 8, 2016, Consultant and the City entered into a Professional Services Agreement (the "Agreement") for the purpose of engineering services to the City of Buellton.
- B. Pursuant to the Agreement, the initial term of the agreement is for a period of two (2) years from the date of execution. The City Council has the option to extend the contract three additional one (1) year extensions.
- C. The City Council finds that extension of the Consultant's agreement appropriate in accordance with the purposes set forth in the Agreement.

AMENDMENT

In consideration of the mutual covenants and conditions set forth herein, the City and Consultant agree as follows:

- 1. Exhibit "A" of the Agreement, "SCOPE OF SERVICES/PROPOSAL" is hereby amended to add:

"2018/19 Rate Sheet" and include engineering related services for the City's water and wastewater facilities and their associated capital improvement projects.
- 2. Except as expressly modified herein, all the terms referenced in this Amendment shall have the same meaning as the terms defined in the Agreement.
- 3. Except as expressly modified by this Amendment, all terms and provisions of the Agreement shall remain in full force and effect.

IN WITNESS HEREOF, the parties have executed Amendment No. 1 to the Agreement.

CITY OF BUELLTON

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk, CMC

TETRA TECH, Inc.

APPROVED AS TO FORM:

Greg Murphy
City Attorney



**EXHIBIT A
City of Buellton (November 2018)
HOURLY CHARGE RATE AND EXPENSE REIMBURSEMENT SCHEDULE**

Project Management

Project Manager	\$169.95
QA/QC Manager	\$180.25
Principal in Charge	\$226.60

Engineers

Engineering Technician	\$87.55
Engineer 1	\$103.00
Engineer 2	\$118.45
Engineer 3	\$128.75
Project Engineer 1	\$133.90
Project Engineer 2	\$144.20
Project Engineer 3	\$164.80
Sr Engineer	\$221.45

Scientists / SWPPP Inspectors

Scientist 1	\$82.40
Scientist 2	\$103.00
Scientist 3	\$136.99
Sr Scientist	\$164.80

Construction

Construction Technician	\$97.85
Assistant Construction Manager	\$139.05
Senior Construction Manager	\$175.10
Construction Inspector	\$128.75
Senior Construction Inspector	\$149.35

General & Administrative

Project Assistant	\$87.55
Graphic Artist	\$133.90
Technical Writer	\$103.00

Surveyors

Survey Tech	\$97.85
Survey Associate	\$123.60
Party Chief	\$123.60
Licensed Land Surveyor	\$144.20
Sr. Licensed Land Surveyor	\$164.80
Two Man Survey Crew	\$216.30

Designers & Technicians

CAD Designer	\$97.85
Sr CAD Designer	\$123.60
GIS Analyst	\$108.15

Engineering Review / Permit / Inspection Fees:

Encroachment Permits	\$1,000.00
Blanket Permits	\$250.00
Storage/Trash Bins	\$250.00
Driveway Improvements - Residential Widening	\$500.00
Driveway Improvements - Residential New Driveway	\$1,000.00
Driveway Improvements - Commercial	\$250.00
Sidewalk/Drainage (simple scope)	10% of construction cost
Sidewalk/Drainage (large area, complex scope)	10% of construction cost, \$200 min.
Underground Utilities (private sewer repairs, etc)	T&M
Major Underground Utilities	10% of construction cost, \$500 min.
Walls	No Fee
Newspaper Racks/Mailboxes	\$100.00

Development Review: Fees for review and inspection will be based on "Time and Materials" and will depend on the size of the development.

All other direct costs, such as production, special photography, postage, delivery services, overnight mail, printing and any other services performed by subcontractor will be billed at cost plus 15%.