



## **AGENDA CITY OF GUSTINE CITY COUNCIL**

**COUNCIL CHAMBERS, CITY HALL  
352 5<sup>th</sup> STREET GUSTINE, CALIFORNIA**

**Teleconference Line 1(872)240-3212 Access code: 528-193-397**

**SEPTEMBER 15, 2020 – 6:30 P.M.**

In accordance with State and County "stay-home" orders and in an effort to protect public health and prevent the spread of COVID-19 (novel coronavirus), the City of Gustine will conduct the City Council meeting in accordance with the Governor's Executive Order N-29-20 as follows:

1. Council Chambers at City Hall will be closed to the public. The City Council encourages the public to join the meeting from your computer, tablet or smartphone by following the link: <https://global.gotomeeting.com/join/528193397> or via telephone by dialing (872) 240-3212, access code: 528-193-397.
2. Members of the public who wish to comment on matters before the Council, in lieu of doing so in person, may do so by joining the meeting virtually or by dialing in via telephone. Members of the public who choose to use the teleconference line are urged to place themselves on MUTE while listening in order to reduce static and background noise. A list of telephone keypad commands is available immediately following the City Council agenda in the agenda packet. Alternatively, members of the public may provide comment on an item by submitting an email to the City Clerk at: [mcorrea@cityofgustine.com](mailto:mcorrea@cityofgustine.com). Email comments will be read aloud at the meeting and included in the record, and will be subject to the same three (3) minute time limit when read aloud. Please include the agenda item in the subject line of the email. All email comments must be received by 5:00 p.m. on Tuesday September 15, 2020 to be included in the meeting.
3. If you have questions or require accommodation, please contact the City Clerk's office at (209) 854-9407 as soon as possible.

### **CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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*Please take a moment to silence your cell phones.*

### **ROLL CALL**

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Council Members: Alexander – Ford – Turner – Mayor Pro Tem Oliveira – Mayor Nagy

### **PRESENTATIONS**

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1. **Water Meter Replacement Project Update**  
Doug Dunford, City Manager
2. **ENGIE Solar Project Update**  
Doug Dunford, City Manager

### **PUBLIC COMMENT**

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*At this time, any person may comment on any item which is not on the agenda. PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD. Action will not be taken on the topic unless deemed an urgency matter by a 3/5 vote of the City Council. Topics not considered an urgency matter may be referred to City staff and/or placed on a subsequent agenda for consideration, by a 3/5 vote of the City Council.*

Members of the public, who have questions regarding a specific agenda item, may comment on that item before consideration of that item, when recognized by the Mayor.

### **CONSENT CALENDAR**

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All matters listed under the Consent Calendar are considered routine and may be approved by one action of the City Council, unless any member of the City Council wishes to remove an item for separate consideration.

Are there any items on the consent calendar that any member of the public would like to comment on?

- 3. Minutes of the September 1, 2020 Regular Meeting**  
*Recommendation: Review and approve*
- 4. Warrant List**  
*Recommendation: Review and approve*
- 5. Treasurer's Report – August 2020**  
*Recommendation: Review and approve*
- 6. Approve Resolution Adopting an Updated Conflict of Interest Code**  
*Recommendation: Review and approve*

### **ADMINISTRATIVE AGENDA**

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- 7. Consider Resolution Accepting the North Ave Sewer Crossing Project**
  - 1. Receive Staff Report*
  - 2. Receive Public Comment*
  - 3. Consider a motion to approve the resolution*
- 8. DISCUSSION & DIRECTION: Outdoor Dining and Pop-up Fireworks Fundraiser**
  - 1. Receive Staff Report*
  - 2. Receive Public Comment*
  - 3. Hold discussion and provide staff with direction*
- 9. Consider Authorizing Expenditure for Update to City's Supervisory Control and Data Acquisition (SCADA) System**
  - 1. Receive Staff Report*
  - 2. Receive Public Comment*
  - 3. Consider a motion to authorize an expenditure not to exceed \$98,945 to Control Point for SCADA software system*
- 10. DISCUSSION & DIRECTION: Police Response to Feral Cats**
  - 1. Receive Staff Report*
  - 2. Receive Public Comment*
  - 3. Hold discussion and provide staff with direction*
- 11. PUBLIC HEARING – Consider Adoption and Waiver of the Second Reading of an Ordinance Relating to the Discontinuance of Water Service for Nonpayment**
  - 1. Receive Staff Report*
  - 2. Open the public hearing*
  - 3. Receive public comment*
  - 4. Close the public hearing*
  - 5. Consider a motion to adopt and waive the second reading of an ordinance amending sections 11-5-162, 11-5-166, 11-5-167 and 11-5-168 of the Gustine Municipal Code related to discontinuance of water service for nonpayment*

**12. Consider Resolution Authorizing the City Manager to Accept the California Violence and Intervention Program Grant and Youth Services Program Manager Classification**

1. Receive Staff Report
2. Receive Public Comment
3. Consider a motion to approve the resolution
4. Consider a motion to approve the newly established Youth Services Program Manager job classification

**CITY DEPARTMENT REPORTS**

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**CITY MANAGER REPORT**

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**CITY COUNCIL REPORTS**

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**CLOSED SESSION**

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**ADJOURNMENT**

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**Note:**

1. *In compliance with the Americans with Disabilities Act, a disabled person requesting a disability-related modification or accommodation to participate in this meeting, must contact City Hall at (209) 854-6471 or (209) 854-2127 (fax). Requests must be made as early as possible, preferably one-full business day before the start of the meeting.*
2. *Any document provided to a majority of the City Council regarding any open session item on this agenda is available for public inspection during normal business hours at the front counter of City Hall located at 352 5<sup>th</sup> Street, Gustine, CA. Documents or writings received after the general distribution of the agenda are also available for inspection.*

**CERTIFICATION**

I, Melanie Correa, Deputy City Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted at the Gustine City Hall, 352 5<sup>th</sup> Street, Gustine CA and made available for public review on this 10<sup>th</sup> day of September, 2020, at or before 5:00 p.m.

  
Melanie Correa

## CITY COUNCIL MEETING LOGIN / DIAL-IN INSTRUCTIONS

Web Login:

<https://global.gotomeeting.com/join/528193397>

Dial in: (872) 240-3212

Access Code: 528-193-397

### Dial-in Participants:

The following keypad commands are available to those who dial-in to attend the meeting telephonically:

- **\*6** – Mute or unmute your audio.
- **\*3** – Turn "on-hold" beeps on or off
- **\*4** – Hear a menu of keypad commands available to you.

In accordance with Executive Order N-29-20 and the State's proclamation of emergency regarding the threat of the COVID-19 virus, all members of the public are encouraged to abide by local and state public health recommendations, including but not limited to the CDPH's imposition of "social distancing" requirements to allow space of 6 feet per person at public events.

In order to comply with these measures and still provide public access to the City Council's meeting, the City is temporarily providing a free online meeting platform and a free teleconference line in which members of the public may login, or call-in and participate in the meeting, which is available by logging into the above website address or by dialing: (872) 240-3212; access code: 528-193-397.

**MINUTES OF  
REGULAR MEETING  
SEPTEMBER 1, 2020**

The Council meeting was conducted via GoToMeeting, and was held virtually with the use of an online meeting room and teleconference dial-in phone number.

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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Mayor Nagy advised of the meeting modifications in accordance with the Executive Order N-29-20, as stated on the meeting agenda. Mayor Nagy called the meeting to order at 6:30 P.M. and conducted the pledge of allegiance.

**ROLL CALL**

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Council Members: Alexander – Turner – Mayor Pro Tem Oliveira - Nagy

Council member Ford was absent.

Staff present: City Manager Doug Dunford, City Attorney Ashley Zambrano, Police Chief Chavez, Economic Community Development Director Jami Westervelt, Recreation Manager Tiffany Vitorino, Fire Chief Pat Borrelli, Interim Public Works Director Dan Arnold, Finance Manager Jas Biring, and Deputy City Clerk/Human Resources Director Melanie Correa

**PRESENTATIONS**

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**1. Employee Introduction**

- G. Gilstrap, Reserve Officer
- E. Gonzales, Reserve Officer
- J. Crabb, Reserve Officer
- J. Flaherty, Reserve Officer

Chief Chavez provided background on each new Reserve Officer. Chief Chavez further explained the importance and tremendous assistance Reserve Officers provide the department.

Council member Ford arrived to the meeting at 6:39 P.M.

**PUBLIC COMMENT**

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Shannon Cherry, advised of her concerns with the City recycling yard being accessible during daytime hours only. She further read a response she had received from City staff explaining that the recycling yard was for use by City residents. She advised that she had been using the recycling yard for the past 10 years, and requested to be grandfathered into use by the City. Further, she reported that she had not yet received a response to her request for a written transcript of the City Manager's report from the 8/18/20 council meeting.

**CONSENT CALENDAR**

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*All matters listed under the Consent Calendar are considered routine and may be approved by one action of the City Council, unless any member of the City Council wishes to remove an item for separate consideration.*

Are there any items on the consent calendar that any member of the public would like to comment on?

2. **Minutes of the August 18, 2020 Regular Meeting**  
*Recommendation: Review and approve*
3. **Warrant List**  
*Recommendation: Review and approve*
4. **Approve Resolution Declaring Surplus Property**  
*Recommendation: Review and approve*
5. **Approve Resolution Allowing Destruction of Unnecessary Records**  
*Recommendation: Review and approve*
6. **Approve Execution of Contract Extension with Gilton Solid Waste Management**  
*Recommendation: Review and approve*

Mayor Nagy introduced the consent calendar. There was no public comment. Mayor Nagy advised of his abstention from warrant #47571. Mayor Pro Tem Oliveira made a motion to approve the consent calendar. The motion was seconded by Council member Turner and carried 5-0 by roll call vote, with Mayor Nagy abstaining from warrant #47571.

#### **ADMINISTRATIVE AGENDA**

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7. **Consider Approving Request for Use of City Streets and Services for 9/11 Memorial Walk**
  1. *Receive Staff Report*
  2. *Receive Public Comment*
  3. *Consider a motion to approve the use of City streets and services*

Police Chief Chavez presented the staff report. There was no public comment. Mayor Pro Tem Oliveira made a motion to approve the use of City streets and services. The motion was seconded by Council member Alexander, and carried 5-0 by roll call vote.

8. **Consider Approving Request for Use of City Streets for Halloween Trunk or Treat Drive-Through Event**
  1. *Receive Staff Report*
  2. *Receive Public Comment*
  3. *Consider a motion to approve the use of City streets*

Recreation Manager Vitorino presented the staff report. There was no public comment. Mayor Pro Tem Oliveira made a motion to approve the use of City streets. The motion was seconded by Council member Ford and carried 5-0 by roll call vote.

9. **Consider Resolution Approving Applications for Per Capita Grant Funds**
  1. *Receive Staff Report*
  2. *Receive Public Comment*
  3. *Consider a motion to approve the resolution*

Economic Community Development Director Westervelt presented the staff report. Craig Christensen, during public comment, inquired whether the funding could be used toward the tennis court rehabilitation project, to which Economic Community Development Director Westervelt provided information. Council member Alexander made a motion to approve the resolution. The motion was seconded by Mayor Pro Tem Oliveira and carried 5-0 by roll call vote.

10. **DISCUSSION & DIRECTION: Per Capita Program-Schmidt Park Playground**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Hold discussion and provide Staff with direction*

Economic Community Development Director Westervelt presented the staff report. Dennis Brazil, Gustine, CA, during public comment, inquired whether any of the playground options considered using a water feature, to which Economic Community Development Director Westervelt provided information. There was some discussion among Council where playground options, benches, a larger shade covering, the implementation of swings and the question of whether or not they could utilize old playground equipment was discussed. Economic Community Development Director Westervelt advised that she would return to Council with information and items for consideration.

**11. Consider Resolution Authorizing City Manager to Sign and File Grant Application for Alternative Fuel Vehicles**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to approve the resolution*

Police Chief Chavez presented the staff report. Craig Christensen, during public comment advised of his support for this item. After a brief discussion, Mayor Pro Tem Oliveira made a motion to approve the resolution. The motion was seconded by Council Member Ford and carried 5-0 by roll call vote.

**CITY DEPARTMENT REPORTS**

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Police Chief Chavez remarked on a recent arrest made with the assistance of K-9 Officer Fiona. Chief Chavez gave a brief update on the recent residential fire on Main Street over the weekend. Chief Chavez also reported on the success of CSO Staten's animal adoption and placement rate. He reported on a recent California Chief's meeting where various senate and assembly bills were discussed.

Interim Public Works Director Arnold expressed his gratitude to receive the keys to the department's new facility. He reported on the status of the tree removal in Schmidt Park in preparation of the solar panel project. He advised on the on goings of his department and various projects.

Finance Manager Birring advised that she had nothing to report.

Economic Community Development Director Westervelt advised that she had been in touch with the salon owners, who are excited to get back to business.

Recreation Manager Vitorino thanked Council for approving the Halloween Trunk or Treat event. She advised that the Aquatics Center had been closed due to bad air quality. She advised that she would be working with Chief Chavez on the 9/11 walk. She welcomed Council's attendance at the 9/11 walk. Lastly, she invited extra donations toward Kids Fishing Day.

Fire Chief Borrelli provided additional information on the recent residential fire on Main Street over the weekend. He commended the department on the efficient handling of the fire response.

Mayor Nagy thanked the Fire Department for a job well done.

Deputy Clerk Correa advised that she had nothing to report.

### **CITY MANAGER REPORT**

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City Manager Dunford advised that bids will be opening for Schmidt Park Walking Paths Phases 1 and 2 and Meredith Ave Phases 1 and 2 within the month. Mr. Dunford advised that the City's CalVIP grant application was being recommended for funding.

### **CITY COUNCIL REPORTS**

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Council member Alexander advised that he had nothing to report.

Council member Turner advised that he had nothing to report.

Council member Ford commented on the efficiency of the meeting, even with the use of the technology.

Mayor Pro Tem Oliveira advised that he had nothing to report.

Mayor Nagy congratulated K-9 Officer Fiona on her recent work. Mayor Nagy commended the Public Works Department for their hard work. Further, Mayor Nagy advised that the closure of the Recycle Yard was due to the excessive trash dumping and he reported that a recycle yard will be implemented in the new Corporation Yard location. Lastly, Mayor Nagy urged the community to come out and attend the 9/11 memorial walk.

### **CLOSED SESSION**

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### **ADJOURNMENT**

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Mayor Nagy adjourned the meeting at 7:42 P.M.



City of Gustine, CA

# Warrant List By Vendor Name

Post Dates 09/02/2020 - 09/15/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
<b>Vendor: A PLUS PLUMBING, LLC</b>				
A PLUS PLUMBING, LLC	12349	09/15/2020	WATER PARTS	12.50
<b>Vendor A PLUS PLUMBING, LLC Total:</b>				<b>12.50</b>
<b>Vendor: A&amp;A SECURITY SERVICES</b>				
A&A SECURITY SERVICES	374-A	09/03/2020	CAMERAS AND MONITOR I...	114.55
<b>Vendor A&amp;A SECURITY SERVICES Total:</b>				<b>114.55</b>
<b>Vendor: ACE HARDWARE OF GUSTINE</b>				
ACE HARDWARE OF GUSTINE	456889	09/15/2020	ANIMAL SHELTER EQUIPME...	69.26
ACE HARDWARE OF GUSTINE	458738	09/15/2020	PW DEPT OPP SUPPLIES	1.14
ACE HARDWARE OF GUSTINE	458738	09/15/2020	PW DEPT OPP SUPPLIES	0.98
ACE HARDWARE OF GUSTINE	458738	09/15/2020	PW DEPT OPP SUPPLIES	0.91
ACE HARDWARE OF GUSTINE	458738	09/15/2020	PW DEPT OPP SUPPLIES	2.27
ACE HARDWARE OF GUSTINE	458738	09/15/2020	PW DEPT OPP SUPPLIES	2.27
ACE HARDWARE OF GUSTINE	458790	09/15/2020	PW CEMENT, PRIMER, INSE...	35.15
ACE HARDWARE OF GUSTINE	458848	09/15/2020	PW SILICONE SNAP AND SP...	1.23
ACE HARDWARE OF GUSTINE	458848	09/15/2020	PW SILICONE SNAP AND SP...	1.07
ACE HARDWARE OF GUSTINE	458848	09/15/2020	PW SILICONE SNAP AND SP...	0.99
ACE HARDWARE OF GUSTINE	458848	09/15/2020	PW SILICONE SNAP AND SP...	2.46
ACE HARDWARE OF GUSTINE	458848	09/15/2020	PW SILICONE SNAP AND SP...	2.46
ACE HARDWARE OF GUSTINE	458994	09/15/2020	CLAMP HOSE AND TUBE	6.83
ACE HARDWARE OF GUSTINE	459018	09/15/2020	ANIMAL SHELTER EQUIPME...	14.88
ACE HARDWARE OF GUSTINE	459242	09/15/2020	ADAPTER HOSE AND FAUCE...	4.15
ACE HARDWARE OF GUSTINE	459242	09/15/2020	ADAPTER HOSE AND FAUCE...	3.60
ACE HARDWARE OF GUSTINE	459242	09/15/2020	ADAPTER HOSE AND FAUCE...	3.32
ACE HARDWARE OF GUSTINE	459242	09/15/2020	ADAPTER HOSE AND FAUCE...	8.30
ACE HARDWARE OF GUSTINE	459242	09/15/2020	ADAPTER HOSE AND FAUCE...	8.31
ACE HARDWARE OF GUSTINE	459243	09/15/2020	INSTANT SOAP DISPENSER	5.73
ACE HARDWARE OF GUSTINE	459346	09/15/2020	POOL EQUIPMENT	13.61
ACE HARDWARE OF GUSTINE	459348	09/15/2020	POOL WASHERS, BOLTS, SC...	3.20
ACE HARDWARE OF GUSTINE	459349	09/15/2020	FAUCET PURCHASE	-9.73
ACE HARDWARE OF GUSTINE	459453	09/15/2020	PW TAPE PURCHASE	1.95
ACE HARDWARE OF GUSTINE	459453	09/15/2020	PW TAPE PURCHASE	1.69
ACE HARDWARE OF GUSTINE	459453	09/15/2020	PW TAPE PURCHASE	1.56
ACE HARDWARE OF GUSTINE	459453	09/15/2020	PW TAPE PURCHASE	3.89
ACE HARDWARE OF GUSTINE	459453	09/15/2020	PW TAPE PURCHASE	3.89
ACE HARDWARE OF GUSTINE	459700	09/15/2020	LOPPER BYPASS, SHEAR ED...	64.92
ACE HARDWARE OF GUSTINE	459846	09/15/2020	PARK IRRIGATION SUPPLIES	2.55
ACE HARDWARE OF GUSTINE	459851	09/15/2020	HENRY MILLER PARK IRRIGA...	7.13
ACE HARDWARE OF GUSTINE	459890	09/15/2020	PD KEYS FOR BUILDING	6.46
ACE HARDWARE OF GUSTINE	459984	09/15/2020	SEWER LIFT STATION PARTS	11.64
ACE HARDWARE OF GUSTINE	460109	09/15/2020	SPACKLING LIGHT FOR PD B...	5.40
ACE HARDWARE OF GUSTINE	460161	09/15/2020	LIBRARY IRRIGATION	14.27
ACE HARDWARE OF GUSTINE	460204	09/15/2020	HOME FOGG FOR PD BLDG	8.22
ACE HARDWARE OF GUSTINE	460225	09/15/2020	PARKS IRRIGATION SUPPLIES	30.28
ACE HARDWARE OF GUSTINE	460229	09/15/2020	PARKS IRRIGATION SUPPLIES	1.07
ACE HARDWARE OF GUSTINE	460363	09/15/2020	PADLOCK SHIELD FOR SOCC...	15.14
<b>Vendor ACE HARDWARE OF GUSTINE Total:</b>				<b>362.45</b>

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
<b>Vendor: AFLAC ADMINISTRATIVE SERVICES</b>				
AFLAC ADMINISTRATIVE SERV..PR-8/29/20		09/15/2020	PAYROLL DEDUCTIONS	978.16
<b>Vendor AFLAC ADMINISTRATIVE SERVICES Total:</b>				<b>978.16</b>
<b>Vendor: ALHAMBRA &amp; SIERRA SPRINGS</b>				
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	3.61
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	3.61
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	18.05
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	5.41
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	5.41
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	3.61
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	5.41
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	27.07
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	36.09
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	36.11
ALHAMBRA & SIERRA SPRI... 12652410082120		09/15/2020	DRINKING WATER ALL DEPT...	36.09
<b>Vendor ALHAMBRA &amp; SIERRA SPRINGS Total:</b>				<b>180.47</b>
<b>Vendor: AMAZON CAPITAL SERVICES, INC.</b>				
AMAZON CAPITAL SERVICES,..113Y-HD3M-1Q93		09/15/2020	KIDS SPINNING REEL AND FI...	75.71
AMAZON CAPITAL SERVICES,..19YW-XWNY-WWM4		09/15/2020	WWTP BAR SCREEN	36.23
AMAZON CAPITAL SERVICES,..1DNJ-9FKT-MN4G		09/15/2020	CABLE FOR WELL SITE CHLO...	30.31
AMAZON CAPITAL SERVICES,..1HNY-QMF6-CGGW		09/15/2020	OFFICE SUPPLIES	7.01
AMAZON CAPITAL SERVICES,..1HNY-QMF6-CGGW		09/15/2020	OFFICE SUPPLIES	1.75
AMAZON CAPITAL SERVICES,..1HNY-QMF6-CGGW		09/15/2020	OFFICE SUPPLIES	26.27
AMAZON CAPITAL SERVICES,..1HNY-QMF6-CGGW		09/15/2020	OFFICE SUPPLIES	26.27
AMAZON CAPITAL SERVICES,..1HNY-QMF6-CGGW		09/15/2020	OFFICE SUPPLIES	26.28
AMAZON CAPITAL SERVICES,..1K6D-LH1C-9D93		09/15/2020	KIDS SPINNING REEL AND FI...	21.34
AMAZON CAPITAL SERVICES,..1K9F-VVQY-H4DD		09/15/2020	HAND SANITIZER LIQUID FO...	54.10
AMAZON CAPITAL SERVICES,..1LPQ-V3FR-793M		09/15/2020	TONER CARTRIDGE	33.87
AMAZON CAPITAL SERVICES,..1LX6-YQ19-FCHV		09/15/2020	OIL FOR BLOWER AND SEW...	146.52
AMAZON CAPITAL SERVICES,..1N7X-9T3J-GNY3		09/15/2020	KIDS FISHING DAY SUPPLIES	420.73
AMAZON CAPITAL SERVICES,..1T7K-QHLC-QGJG		09/15/2020	OFFICE DESK NAME PLATE	29.67
AMAZON CAPITAL SERVICES,..1TPY-HF36-7PJM		09/15/2020	FOOD STORAGE CONTAINER..	41.40
AMAZON CAPITAL SERVICES,..1WFW-96QN-TYTR		09/15/2020	MOWER PUSHTYPE FOR M...	305.05
<b>Vendor AMAZON CAPITAL SERVICES, INC. Total:</b>				<b>1,282.51</b>
<b>Vendor: AMERIPRIDE</b>				
AMERIPRIDE 1502646924		09/15/2020	FIRE DEPT SUPPLIES	107.60
<b>Vendor AMERIPRIDE Total:</b>				<b>107.60</b>
<b>Vendor: ARAMARK UNIFORM SERVICES INC</b>				
ARAMARK UNIFORM SERVI... 637649446		09/15/2020	UNIFORM ALLOWANCE	1.47
ARAMARK UNIFORM SERVI... 637649446		09/15/2020	UNIFORM ALLOWANCE	1.47
ARAMARK UNIFORM SERVI... 637649446		09/15/2020	UNIFORM ALLOWANCE	2.94
ARAMARK UNIFORM SERVI... 637649446		09/15/2020	UNIFORM ALLOWANCE	2.65
ARAMARK UNIFORM SERVI... 637649446		09/15/2020	UNIFORM ALLOWANCE	6.17
ARAMARK UNIFORM SERVI... 637649446		09/15/2020	UNIFORM ALLOWANCE	12.05
ARAMARK UNIFORM SERVI... 637649446		09/15/2020	UNIFORM ALLOWANCE	2.64
<b>Vendor ARAMARK UNIFORM SERVICES INC Total:</b>				<b>29.39</b>
<b>Vendor: BAKER SUPPLIES AND REPAIRS</b>				
BAKER SUPPLIES AND REPAI... 63664		09/15/2020	RAPLACED ROPE FOR TIMM...	94.92
BAKER SUPPLIES AND REPAI... 65085		09/15/2020	INSTALLED BATTERY/REPLA...	297.25
BAKER SUPPLIES AND REPAI... 66062		09/15/2020	TIMMER SERVICE AND BUM...	35.00
BAKER SUPPLIES AND REPAI... 66065		09/15/2020	POLE HEDGER CHECK	35.00
BAKER SUPPLIES AND REPAI... 66369		09/15/2020	SERVICE ORDER# 9021 DA...	116.14

## Warrant List

Post Dates: 09/02/2020 - 09/15/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
BAKER SUPPLIES AND REPAI...	66509	09/15/2020	REPAIRS TO GRASSHOPPER...	2,500.00
<b>Vendor BAKER SUPPLIES AND REPAIRS Total:</b>				<b>3,078.31</b>
<b>Vendor: C.C.CONCRETE CONSTRUCTION</b>				
C.C.CONCRETE CONSTRUCT...	040748	09/15/2020	R&R 319 FIFTH STREET	12,800.00
<b>Vendor C.C.CONCRETE CONSTRUCTION Total:</b>				<b>12,800.00</b>
<b>Vendor: CAPITOL ADVOCACY PARTNERS</b>				
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	114.80
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	114.80
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	574.00
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	172.20
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	172.20
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	114.80
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	172.20
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	861.00
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	1,148.00
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	1,148.00
CAPITOL ADVOCACY PARTN...	2020CAP82	09/15/2020	FEDERAL ADVOCACY & GRA...	1,148.00
<b>Vendor CAPITOL ADVOCACY PARTNERS Total:</b>				<b>5,740.00</b>
<b>Vendor: CENTRAL SANITARY SUPPLY</b>				
CENTRAL SANITARY SUPPLY	1099395	09/15/2020	WATERLESS WIPERS	14.34
CENTRAL SANITARY SUPPLY	1099395	09/15/2020	WATERLESS WIPERS	12.43
CENTRAL SANITARY SUPPLY	1099395	09/15/2020	WATERLESS WIPERS	11.47
CENTRAL SANITARY SUPPLY	1099395	09/15/2020	WATERLESS WIPERS	28.68
CENTRAL SANITARY SUPPLY	1099395	09/15/2020	WATERLESS WIPERS	28.68
CENTRAL SANITARY SUPPLY	1103262	09/15/2020	BOWL, DISPENSERS, AND T...	13.17
CENTRAL SANITARY SUPPLY	1103262	09/15/2020	BOWL, DISPENSERS, AND T...	11.41
CENTRAL SANITARY SUPPLY	1103262	09/15/2020	BOWL, DISPENSERS, AND T...	10.53
CENTRAL SANITARY SUPPLY	1103262	09/15/2020	BOWL, DISPENSERS, AND T...	26.34
CENTRAL SANITARY SUPPLY	1103262	09/15/2020	BOWL, DISPENSERS, AND T...	26.34
<b>Vendor CENTRAL SANITARY SUPPLY Total:</b>				<b>183.39</b>
<b>Vendor: CINTAS CORPORATION #3</b>				
CINTAS CORPORATION #3	4059731863	09/15/2020	PW- UNIFORM ALLOWANCE	13.52
CINTAS CORPORATION #3	4059731863	09/15/2020	PW- UNIFORM ALLOWANCE	13.52
CINTAS CORPORATION #3	4059731863	09/15/2020	PW- UNIFORM ALLOWANCE	27.03
CINTAS CORPORATION #3	4059731863	09/15/2020	PW- UNIFORM ALLOWANCE	24.33
CINTAS CORPORATION #3	4059731863	09/15/2020	PW- UNIFORM ALLOWANCE	56.77
CINTAS CORPORATION #3	4059731863	09/15/2020	PW- UNIFORM ALLOWANCE	110.84
CINTAS CORPORATION #3	4059731863	09/15/2020	PW- UNIFORM ALLOWANCE	24.32
CINTAS CORPORATION #3	4060363950	09/15/2020	UNIFORM ALLOWANCE	8.73
CINTAS CORPORATION #3	4060363950	09/15/2020	UNIFORM ALLOWANCE	8.73
CINTAS CORPORATION #3	4060363950	09/15/2020	UNIFORM ALLOWANCE	17.47
CINTAS CORPORATION #3	4060363950	09/15/2020	UNIFORM ALLOWANCE	15.72
CINTAS CORPORATION #3	4060363950	09/15/2020	UNIFORM ALLOWANCE	36.68
CINTAS CORPORATION #3	4060363950	09/15/2020	UNIFORM ALLOWANCE	71.61
CINTAS CORPORATION #3	4060363950	09/15/2020	UNIFORM ALLOWANCE	15.73
<b>Vendor CINTAS CORPORATION #3 Total:</b>				<b>445.00</b>
<b>Vendor: CITIZENS BUSINESS BANK</b>				
CITIZENS BUSINESS BANK	OCTOBER 2020 PYMT	09/15/2020	LEASE NOTE #05-27	34,998.12
CITIZENS BUSINESS BANK	OCTOBER 2020 PYMT	09/15/2020	LEASE NOTE #05-27	10,799.39
<b>Vendor CITIZENS BUSINESS BANK Total:</b>				<b>45,797.51</b>
<b>Vendor: CITY OF GUSTINE</b>				
CITY OF GUSTINE	BORRELLI WATER - SEPTEM...	09/15/2020	WATER BILL FOR SEPTEMBE...	135.60
<b>Vendor CITY OF GUSTINE Total:</b>				<b>135.60</b>

## Warrant List

Post Dates: 09/02/2020 - 09/15/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
<b>Vendor: CSG CONSULTING - PRECISION</b>				
CSG CONSULTING - PRECISI...	32049	09/15/2020	IN HOUSE BUILDING SERVIC...	500.00
CSG CONSULTING - PRECISI...	32074-TIPTOPFARMS	09/15/2020	TIP TOP FARMS PLANNING ...	1,317.25
<b>Vendor CSG CONSULTING - PRECISION Total:</b>				<b>1,817.25</b>
<b>Vendor: CUMMINS PACIFIC, LLC</b>				
CUMMINS PACIFIC, LLC	Y4-38460	09/15/2020	GENERATOR REPAIRS	1,243.69
CUMMINS PACIFIC, LLC	Y4-38460	09/15/2020	GENERATOR REPAIRS	621.85
<b>Vendor CUMMINS PACIFIC, LLC Total:</b>				<b>1,865.54</b>
<b>Vendor: E &amp; M ELECTRIC, INC</b>				
E & M ELECTRIC, INC	2574	09/15/2020	LINDEN PUMP 1 AND 2 SERV..	250.00
E & M ELECTRIC, INC	2581	09/15/2020	LINDEN LIFT STATION SERVI...	250.00
<b>Vendor E &amp; M ELECTRIC, INC Total:</b>				<b>500.00</b>
<b>Vendor: EFTPS</b>				
EFTPS	PR- 9/1/20	09/15/2020	PAYROLL TAXES	1,215.20
EFTPS	PR- 09/1/20	09/15/2020	PAYROLL TAXES	284.20
EFTPS	PR- 9/1/2020	09/15/2020	PAYROLL TAXES	389.80
EFTPS	PR-8/29/2020	09/15/2020	PAYROLL TAXES	7,845.02
EFTPS	PR-08/29/20	09/15/2020	PAYROLL TAXES	1,834.72
EFTPS	PR-8/29/20	09/15/2020	PAYROLL TAXES	4,819.53
<b>Vendor EFTPS Total:</b>				<b>16,388.47</b>
<b>Vendor: ELITE UNIFORMS</b>				
ELITE UNIFORMS	XF027	09/15/2020	RESERVE OFFICER UNIFORM	422.15
ELITE UNIFORMS	XF028	09/15/2020	RESERVE OFFICER UNIFORMS	422.15
ELITE UNIFORMS	XF041	09/15/2020	RESERVE OFFICER EQUIPM...	394.90
<b>Vendor ELITE UNIFORMS Total:</b>				<b>1,239.20</b>
<b>Vendor: EMPLOYMENT DEVELOPMENT DEPT</b>				
EMPLOYMENT DEVELOPME...	PR- 09/01/20	09/15/2020	PAYROLL TAXES	84.78
EMPLOYMENT DEVELOPME...	PR- 9/1/20	09/15/2020	PAYROLL TAXES	98.00
EMPLOYMENT DEVELOPME...	PR-08/29/20	09/15/2020	PAYROLL TAXES	2,023.45
EMPLOYMENT DEVELOPME...	PR-8/29/20	09/15/2020	PAYROLL TAXES	625.04
<b>Vendor EMPLOYMENT DEVELOPMENT DEPT Total:</b>				<b>2,831.27</b>
<b>Vendor: FAR WEST LABORATORIES, INC.</b>				
FAR WEST LABORATORIES, I...	97279	09/15/2020	WATER TEST	395.00
<b>Vendor FAR WEST LABORATORIES, INC. Total:</b>				<b>395.00</b>
<b>Vendor: FOSTER'S PUMPS INC.</b>				
FOSTER'S PUMPS INC.	17131	09/15/2020	SLOW START FOR IRRIGATI...	2,253.00
<b>Vendor FOSTER'S PUMPS INC. Total:</b>				<b>2,253.00</b>
<b>Vendor: FRANCISCO MARTINEZ</b>				
FRANCISCO MARTINEZ	01SEP20-CLOROX	09/15/2020	CLOROX WIPES	16.38
<b>Vendor FRANCISCO MARTINEZ Total:</b>				<b>16.38</b>
<b>Vendor: GUERREROS TIRE AND AUTO REPAIR INC.</b>				
GUERREROS TIRE AND AUTO..	8.31.2020-TIRE	09/15/2020	A NEW TIRES FOR GRASSHO...	92.00
<b>Vendor GUERREROS TIRE AND AUTO REPAIR INC. Total:</b>				<b>92.00</b>
<b>Vendor: GUSTINE DEPOT GARAGE, LLC</b>				
GUSTINE DEPOT GARAGE, L...	0023213	09/15/2020	POLICE VEHICLES SERVICE	498.12
GUSTINE DEPOT GARAGE, L...	0023238	09/15/2020	SEWER TRAILER REPAIRED ...	45.00
GUSTINE DEPOT GARAGE, L...	0023290	09/15/2020	POLICE VEHICLE SERVICE	456.75
GUSTINE DEPOT GARAGE, L...	0023313	09/15/2020	POLICE VEHICLE SERVICE	48.77
GUSTINE DEPOT GARAGE, L...	0023351	09/15/2020	POLICE VEHICLES SERVICE	991.87
GUSTINE DEPOT GARAGE, L...	0023364	09/15/2020	POLICE VEHICLE SERVICE	264.87
GUSTINE DEPOT GARAGE, L...	0023369	09/15/2020	PW MOTOR VEHICLE REPLA...	13.50
GUSTINE DEPOT GARAGE, L...	0023369	09/15/2020	PW MOTOR VEHICLE REPLA...	11.70
GUSTINE DEPOT GARAGE, L...	0023369	09/15/2020	PW MOTOR VEHICLE REPLA...	10.80

## Warrant List

Post Dates: 09/02/2020 - 09/15/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
GUSTINE DEPOT GARAGE, L...	0023369	09/15/2020	PW MOTOR VEHICLE REPLA...	27.00
GUSTINE DEPOT GARAGE, L...	0023369	09/15/2020	PW MOTOR VEHICLE REPLA...	27.00
<b>Vendor GUSTINE DEPOT GARAGE, LLC Total:</b>				<b>2,395.38</b>
<b>Vendor: HALYCON CREEK INC. (DBA MID VALLEY I.T.)</b>				
HALYCON CREEK INC. (DBA...	202137760	09/15/2020	COMPUTER FOR PW	599.41
HALYCON CREEK INC. (DBA...	202137760	09/15/2020	COMPUTER FOR PW	599.41
HALYCON CREEK INC. (DBA...	202137760	09/15/2020	COMPUTER FOR PW	617.57
HALYCON CREEK INC. (DBA...	202137774	09/15/2020	ADDITIONAL PHONE FOR PD	273.85
<b>Vendor HALYCON CREEK INC. (DBA MID VALLEY I.T.) Total:</b>				<b>2,090.24</b>
<b>Vendor: IEH-JL ANALYTICAL</b>				
IEH-JL ANALYTICAL	503967	09/15/2020	WATER SAMPLES FOR WWTP	-216.50
IEH-JL ANALYTICAL	508417	09/15/2020	WWTP SAMPLES	293.50
<b>Vendor IEH-JL ANALYTICAL Total:</b>				<b>77.00</b>
<b>Vendor: IRRIGATION DESIGN &amp; CONSTRUCTION LLC</b>				
IRRIGATION DESIGN & CON...	0311453-IN	09/15/2020	SOCCER FIELD IRRIGATION ...	121.33
IRRIGATION DESIGN & CON...	0311478-IN	09/15/2020	IRRIGATION REPAIR PARTS ...	46.14
<b>Vendor IRRIGATION DESIGN &amp; CONSTRUCTION LLC Total:</b>				<b>167.47</b>
<b>Vendor: JON W ZALINSKI</b>				
JON W ZALINSKI	1663	09/15/2020	NEW CHAINSAW	50.97
JON W ZALINSKI	1663	09/15/2020	NEW CHAINSAW	44.17
JON W ZALINSKI	1663	09/15/2020	NEW CHAINSAW	40.78
JON W ZALINSKI	1663	09/15/2020	NEW CHAINSAW	101.94
JON W ZALINSKI	1663	09/15/2020	NEW CHAINSAW	101.94
<b>Vendor JON W ZALINSKI Total:</b>				<b>339.80</b>
<b>Vendor: JORGENSEN &amp; SONS INC.</b>				
JORGENSEN & SONS INC.	5889579	09/15/2020	FIRE EXT ANNUAL MAINT. &...	90.00
<b>Vendor JORGENSEN &amp; SONS INC. Total:</b>				<b>90.00</b>
<b>Vendor: LANGUAGE LINE SERVICES</b>				
LANGUAGE LINE SERVICES	4884879	09/15/2020	TRANSLATION SERVICES	11.35
<b>Vendor LANGUAGE LINE SERVICES Total:</b>				<b>11.35</b>
<b>Vendor: MANUEL PINTO</b>				
MANUEL PINTO	2024	09/15/2020	COVID BLDG SPRAY PD/CH	1,166.60
MANUEL PINTO	2024	09/15/2020	COVID BLDG SPRAY PD/CH	1,166.60
MANUEL PINTO	2024	09/15/2020	COVID BLDG SPRAY PD/CH	1,166.60
MANUEL PINTO	2024	09/15/2020	COVID BLDG SPRAY PD/CH	1,166.60
MANUEL PINTO	2024	09/15/2020	COVID BLDG SPRAY PD/CH	1,166.60
MANUEL PINTO	2024	09/15/2020	COVID BLDG SPRAY PD/CH	1,167.00
<b>Vendor MANUEL PINTO Total:</b>				<b>7,000.00</b>
<b>Vendor: MICHAEL ERICKSON</b>				
MICHAEL ERICKSON	PR-8/29/20	09/15/2020	TRAVEL AND TRAINING	82.50
<b>Vendor MICHAEL ERICKSON Total:</b>				<b>82.50</b>
<b>Vendor: NORMAC</b>				
NORMAC	03607689-002	09/15/2020	SPRINKLER PARTS FOR HEN...	258.29
NORMAC	03652672-001	09/15/2020	SPRINKLER PARTS FOR HEN...	258.29
<b>Vendor NORMAC Total:</b>				<b>516.58</b>
<b>Vendor: NU LOGICTREE IT, INC.</b>				
NU LOGICTREE IT, INC.	1053	09/15/2020	PD - MOBILE APP RENEWAL...	1,699.00
<b>Vendor NU LOGICTREE IT, INC. Total:</b>				<b>1,699.00</b>
<b>Vendor: OPERATING ENGINEERS LOCAL #3</b>				
OPERATING ENGINEERS LO...	PR-8/29/20	09/15/2020	PAYROLL DEDUCTIONS	250.00
OPERATING ENGINEERS LO...	PR-8/29/2020	09/15/2020	PAYROLL DEDUCTIONS	51.00
<b>Vendor OPERATING ENGINEERS LOCAL #3 Total:</b>				<b>301.00</b>

## Warrant List

Post Dates: 09/02/2020 - 09/15/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
<b>Vendor: O'REILLY AUTO ENTERPRISES, LLC</b>				
O'REILLY AUTO ENTERPRISES..5718-223071		09/15/2020	PW VEHICLE CABIN FILTER	3.00
O'REILLY AUTO ENTERPRISES..5718-223071		09/15/2020	PW VEHICLE CABIN FILTER	2.60
O'REILLY AUTO ENTERPRISES..5718-223071		09/15/2020	PW VEHICLE CABIN FILTER	2.40
O'REILLY AUTO ENTERPRISES..5718-223071		09/15/2020	PW VEHICLE CABIN FILTER	6.00
O'REILLY AUTO ENTERPRISES..5718-223071		09/15/2020	PW VEHICLE CABIN FILTER	5.99
O'REILLY AUTO ENTERPRISES..5718-223081		09/15/2020	RADIO SUPPLIES	15.66
O'REILLY AUTO ENTERPRISES..5718-223948		09/15/2020	HEAD LAMP FO R151 ON CI...	50.65
<b>Vendor O'REILLY AUTO ENTERPRISES, LLC Total:</b>				<b>86.30</b>
<b>Vendor: POLICE OFFICERS ASSOC</b>				
POLICE OFFICERS ASSOC	PR-8/29/20	09/15/2020	PAYROLL DEDUCTIONS	480.00
<b>Vendor POLICE OFFICERS ASSOC Total:</b>				<b>480.00</b>
<b>Vendor: PUBLIC EMP RETIREMENT SYSTEM</b>				
PUBLIC EMP RETIREMENT S... PR-8/29/20EEPEPRASAFTY		09/15/2020	RETIREMENT CONTRIBUTIO...	1,394.24
PUBLIC EMP RETIREMENT S... PR-8/29/20EEPEPRAMISC		09/15/2020	RETIREMENT CONTRIBUTIO...	1,435.20
PUBLIC EMP RETIREMENT S... PR-8/29/20EECALSSCMISC		09/15/2020	RETIREMENT CONTRIBUTIO...	1,348.41
PUBLIC EMP RETIREMENT S... PR-8/29/20EECALSSCSAFETY		09/15/2020	RETIREMENT CONTRIBUTIO...	643.37
PUBLIC EMP RETIREMENT S... PR-8/29/20ERPEPRASAFTY		09/15/2020	RETIREMENT CONTRIBUTIO...	1,399.41
PUBLIC EMP RETIREMENT S... PR-8/29/20ERPEPRAMISC		09/15/2020	RETIREMENT CONTRIBUTIO...	1,643.99
PUBLIC EMP RETIREMENT S... PR-8/29/20ERCLASSCMISC		09/15/2020	RETIREMENT CONTRIBUTIO...	2,030.36
PUBLIC EMP RETIREMENT S... PR-8/29/20ERCLASSCSAFETY		09/15/2020	RETIREMENT CONTRIBUTIO...	1,496.65
<b>Vendor PUBLIC EMP RETIREMENT SYSTEM Total:</b>				<b>11,391.63</b>
<b>Vendor: SEEGER'S PRINTING</b>				
SEEGER'S PRINTING	0134792-IN	09/15/2020	#10 ENVELOPES	18.24
SEEGER'S PRINTING	0134792-IN	09/15/2020	#10 ENVELOPES	4.56
SEEGER'S PRINTING	0134792-IN	09/15/2020	#10 ENVELOPES	68.39
SEEGER'S PRINTING	0134792-IN	09/15/2020	#10 ENVELOPES	68.39
SEEGER'S PRINTING	0134792-IN	09/15/2020	#10 ENVELOPES	68.40
SEEGER'S PRINTING	0134793-IN	09/15/2020	#10 WINDOW ENVELOPES	18.50
SEEGER'S PRINTING	0134793-IN	09/15/2020	#10 WINDOW ENVELOPES	4.62
SEEGER'S PRINTING	0134793-IN	09/15/2020	#10 WINDOW ENVELOPES	69.36
SEEGER'S PRINTING	0134793-IN	09/15/2020	#10 WINDOW ENVELOPES	69.36
SEEGER'S PRINTING	0134793-IN	09/15/2020	#10 WINDOW ENVELOPES	69.37
<b>Vendor SEEGER'S PRINTING Total:</b>				<b>459.19</b>
<b>Vendor: SHI INTERNATIONAL CORP</b>				
SHI INTERNATIONAL CORP	812182890	09/15/2020	PATROL CAR MODEMS	359.80
<b>Vendor SHI INTERNATIONAL CORP Total:</b>				<b>359.80</b>
<b>Vendor: STAPLES CREDIT PLAN</b>				
STAPLES CREDIT PLAN	2603270751	09/15/2020	OFFICE SUPPLIES	13.10
STAPLES CREDIT PLAN	2603270751	09/15/2020	OFFICE SUPPLIES	3.28
STAPLES CREDIT PLAN	2603270751	09/15/2020	OFFICE SUPPLIES	49.12
STAPLES CREDIT PLAN	2603270751	09/15/2020	OFFICE SUPPLIES	49.12
STAPLES CREDIT PLAN	2603270751	09/15/2020	OFFICE SUPPLIES	49.13
STAPLES CREDIT PLAN	2605470541	09/15/2020	OFFICE SUPPLIES	2.70
STAPLES CREDIT PLAN	2605470541	09/15/2020	OFFICE SUPPLIES	0.67
STAPLES CREDIT PLAN	2605470541	09/15/2020	OFFICE SUPPLIES	10.11
STAPLES CREDIT PLAN	2605470541	09/15/2020	OFFICE SUPPLIES	10.11
STAPLES CREDIT PLAN	2605470541	09/15/2020	OFFICE SUPPLIES	10.11
<b>Vendor STAPLES CREDIT PLAN Total:</b>				<b>197.45</b>
<b>Vendor: STATE STREET BANK &amp; TRUST COMPANY</b>				
STATE STREET BANK & TRUS...PR-8/29/20		09/15/2020	PAYROLL DEDUCTIONS	342.00
<b>Vendor STATE STREET BANK &amp; TRUST COMPANY Total:</b>				<b>342.00</b>

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
<b>Vendor: STEVEN D. WARD</b>				
STEVEN D. WARD	259	09/15/2020	PD BACKGROUND CHECK	1,200.00
STEVEN D. WARD	267	09/15/2020	PD BACKGROUND CHECK	1,200.00
<b>Vendor STEVEN D. WARD Total:</b>				<b>2,400.00</b>
<b>Vendor: TESEI PETROLEUM</b>				
TESEI PETROLEUM	51239	09/15/2020	FUEL PD/PW VEHICLE	69.13
TESEI PETROLEUM	51239	09/15/2020	FUEL PD/PW VEHICLE	670.96
TESEI PETROLEUM	51239	09/15/2020	FUEL PD/PW VEHICLE	22.33
TESEI PETROLEUM	51239	09/15/2020	FUEL PD/PW VEHICLE	175.91
TESEI PETROLEUM	51239	09/15/2020	FUEL PD/PW VEHICLE	37.65
TESEI PETROLEUM	51239	09/15/2020	FUEL PD/PW VEHICLE	184.11
TESEI PETROLEUM	51239	09/15/2020	FUEL PD/PW VEHICLE	184.79
TESEI PETROLEUM	6201658	09/15/2020	FUEL FD/PD/PW VEHICLE	79.78
TESEI PETROLEUM	6201658	09/15/2020	FUEL FD/PD/PW VEHICLE	774.38
TESEI PETROLEUM	6201658	09/15/2020	FUEL FD/PD/PW VEHICLE	25.77
TESEI PETROLEUM	6201658	09/15/2020	FUEL FD/PD/PW VEHICLE	203.02
TESEI PETROLEUM	6201658	09/15/2020	FUEL FD/PD/PW VEHICLE	43.46
TESEI PETROLEUM	6201658	09/15/2020	FUEL FD/PD/PW VEHICLE	212.49
TESEI PETROLEUM	6201658	09/15/2020	FUEL FD/PD/PW VEHICLE	213.27
TESEI PETROLEUM	620734	09/15/2020	FUEL FD/PD/PW VEHICLE	89.16
TESEI PETROLEUM	620734	09/15/2020	FUEL FD/PD/PW VEHICLE	865.40
TESEI PETROLEUM	620734	09/15/2020	FUEL FD/PD/PW VEHICLE	28.79
TESEI PETROLEUM	620734	09/15/2020	FUEL FD/PD/PW VEHICLE	226.89
TESEI PETROLEUM	620734	09/15/2020	FUEL FD/PD/PW VEHICLE	48.57
TESEI PETROLEUM	620734	09/15/2020	FUEL FD/PD/PW VEHICLE	237.47
TESEI PETROLEUM	620734	09/15/2020	FUEL FD/PD/PW VEHICLE	238.34
TESEI PETROLEUM	7200329	09/15/2020	FUEL FD/PD/PW VEHICLE	80.81
TESEI PETROLEUM	7200329	09/15/2020	FUEL FD/PD/PW VEHICLE	784.32
TESEI PETROLEUM	7200329	09/15/2020	FUEL FD/PD/PW VEHICLE	26.10
TESEI PETROLEUM	7200329	09/15/2020	FUEL FD/PD/PW VEHICLE	205.63
TESEI PETROLEUM	7200329	09/15/2020	FUEL FD/PD/PW VEHICLE	44.02
TESEI PETROLEUM	7200329	09/15/2020	FUEL FD/PD/PW VEHICLE	215.22
TESEI PETROLEUM	7200329	09/15/2020	FUEL FD/PD/PW VEHICLE	215.99
TESEI PETROLEUM	7201267	09/15/2020	FUEL PD/PW VEHICLE	82.77
TESEI PETROLEUM	7201267	09/15/2020	FUEL PD/PW VEHICLE	803.36
TESEI PETROLEUM	7201267	09/15/2020	FUEL PD/PW VEHICLE	26.73
TESEI PETROLEUM	7201267	09/15/2020	FUEL PD/PW VEHICLE	210.62
TESEI PETROLEUM	7201267	09/15/2020	FUEL PD/PW VEHICLE	45.09
TESEI PETROLEUM	7201267	09/15/2020	FUEL PD/PW VEHICLE	220.45
TESEI PETROLEUM	7201267	09/15/2020	FUEL PD/PW VEHICLE	221.25
TESEI PETROLEUM	8200330	09/15/2020	FUEL PD/PW VEHICLE	74.51
TESEI PETROLEUM	8200330	09/15/2020	FUEL PD/PW VEHICLE	723.25
TESEI PETROLEUM	8200330	09/15/2020	FUEL PD/PW VEHICLE	24.06
TESEI PETROLEUM	8200330	09/15/2020	FUEL PD/PW VEHICLE	189.62
TESEI PETROLEUM	8200330	09/15/2020	FUEL PD/PW VEHICLE	40.59
TESEI PETROLEUM	8200330	09/15/2020	FUEL PD/PW VEHICLE	198.46
TESEI PETROLEUM	8200330	09/15/2020	FUEL PD/PW VEHICLE	199.19
TESEI PETROLEUM	8201255	09/15/2020	FUEL PD/PW VEHICLE	87.66
TESEI PETROLEUM	8201255	09/15/2020	FUEL PD/PW VEHICLE	850.85
TESEI PETROLEUM	8201255	09/15/2020	FUEL PD/PW VEHICLE	28.31
TESEI PETROLEUM	8201255	09/15/2020	FUEL PD/PW VEHICLE	223.07
TESEI PETROLEUM	8201255	09/15/2020	FUEL PD/PW VEHICLE	47.75
TESEI PETROLEUM	8201255	09/15/2020	FUEL PD/PW VEHICLE	233.48

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
TESEI PETROLEUM	8201255	09/15/2020	FUEL PD/PW VEHICLE	234.34
			<b>Vendor TESEI PETROLEUM Total:</b>	<b>10,969.17</b>
<b>Vendor: TRI COUNTIES BANK CARDMEMBER SERVICES</b>				
TRI COUNTIES BANK CARD...	07/05/20 DA LESLIES POOL	09/15/2020	POWER POWDER, ALGAE C...	918.85
TRI COUNTIES BANK CARD...	07/29/20 DA TRACTOR SUP...	09/15/2020	FOR WWTP FAIL MOWER T...	37.88
TRI COUNTIES BANK CARD...	07/30/20 SJ AXON'S LAW E...	09/15/2020	REFUND ON TRAINING FOR ...	-495.00
TRI COUNTIES BANK CARD...	08/02/20 SJ RADISOON	09/15/2020	FTO TRAINING	587.80
TRI COUNTIES BANK CARD...	08/05/20 SJ ELECOTEK	09/15/2020	DEFIB BATTERIES	190.00
TRI COUNTIES BANK CARD...	08/08/20 SJ PARS LIGHTING	09/15/2020	BUILDING LIGHT COVER	277.12
TRI COUNTIES BANK CARD...	08/12/20 SJ US POSTAL OFF...	09/15/2020	PRA REQUEST	12.25
TRI COUNTIES BANK CARD...	08/19/20 SJ AMAZON	09/15/2020	DESKTOP CAMERAS FOR ZO...	75.76
TRI COUNTIES BANK CARD...	08/19/20 SJ CUT RATE BATT...	09/15/2020	RADIO BATTERY	170.00
TRI COUNTIES BANK CARD...	08/25/20 SJ CATO	09/15/2020	FIREARMS INSTRUCTOR CO...	1,483.00
TRI COUNTIES BANK CARD...	08/27/20 MC CACITIES	09/15/2020	LEAGUE OF CA CITIES ANNU...	100.00
TRI COUNTIES BANK CARD...	08/27/20 MC CACITIES	09/15/2020	LEAGUE OF CA CITIES ANNU...	50.00
TRI COUNTIES BANK CARD...	08/27/20 MC CACITIES	09/15/2020	LEAGUE OF CA CITIES ANNU...	50.00
TRI COUNTIES BANK CARD...	08/27/20 MC MBS	09/15/2020	CENGAGE ONLINE MANAGE...	23.61
TRI COUNTIES BANK CARD...	08/27/20 MC MBS	09/15/2020	CENGAGE ONLINE MANAGE...	8.44
TRI COUNTIES BANK CARD...	08/27/20 MC MBS	09/15/2020	CENGAGE ONLINE MANAGE...	8.44
TRI COUNTIES BANK CARD...	08/27/20 MC MBS	09/15/2020	CENGAGE ONLINE MANAGE...	1.69
TRI COUNTIES BANK CARD...	08/27/20 MC MBS	09/15/2020	CENGAGE ONLINE MANAGE...	16.88
TRI COUNTIES BANK CARD...	08/27/20 MC MBS	09/15/2020	CENGAGE ONLINE MANAGE...	16.88
TRI COUNTIES BANK CARD...	08/27/20 MC MBS	09/15/2020	CENGAGE ONLINE MANAGE...	4.22
TRI COUNTIES BANK CARD...	08/27/20 MC MBS	09/15/2020	CENGAGE ONLINE MANAGE...	4.22
TRI COUNTIES BANK CARD...	08/31/20 DD COSTCO	09/15/2020	OFFICE SUPPLIES, FORK AND..	1.67
TRI COUNTIES BANK CARD...	08/31/20 DD COSTCO	09/15/2020	OFFICE SUPPLIES, FORK AND..	0.42
TRI COUNTIES BANK CARD...	08/31/20 DD COSTCO	09/15/2020	OFFICE SUPPLIES, FORK AND..	6.27
TRI COUNTIES BANK CARD...	08/31/20 DD COSTCO	09/15/2020	OFFICE SUPPLIES, FORK AND..	6.27
TRI COUNTIES BANK CARD...	08/31/20 DD COSTCO	09/15/2020	OFFICE SUPPLIES, FORK AND..	6.28
TRI COUNTIES BANK CARD...	08/31/20 DD ELIKA ACCESS ...	09/15/2020	AIRPORT GATE OPENER CA...	43.25
TRI COUNTIES BANK CARD...	08/31/20 DD GRAINER	09/15/2020	HAND SANITIZER	55.46
TRI COUNTIES BANK CARD...	08/31/20 DD GRAINER	09/15/2020	HAND SANITIZER	13.86
TRI COUNTIES BANK CARD...	08/31/20 DD GRAINER	09/15/2020	HAND SANITIZER	207.97
TRI COUNTIES BANK CARD...	08/31/20 DD GRAINER	09/15/2020	HAND SANITIZER	207.97
TRI COUNTIES BANK CARD...	08/31/20 DD GRAINER	09/15/2020	HAND SANITIZER	207.97
TRI COUNTIES BANK CARD...	08/31/20 DD HOME SOLUTI...	09/15/2020	ANTIBACTERIAL HAND SANI...	8.19
TRI COUNTIES BANK CARD...	08/31/20 DD HOME SOLUTI...	09/15/2020	ANTIBACTERIAL HAND SANI...	2.05
TRI COUNTIES BANK CARD...	08/31/20 DD HOME SOLUTI...	09/15/2020	ANTIBACTERIAL HAND SANI...	30.73
TRI COUNTIES BANK CARD...	08/31/20 DD HOME SOLUTI...	09/15/2020	ANTIBACTERIAL HAND SANI...	30.73
TRI COUNTIES BANK CARD...	08/31/20 DD HOME SOLUTI...	09/15/2020	ANTIBACTERIAL HAND SANI...	30.72
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	3.05
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	3.05
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	3.05
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	3.05
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	304.70
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	3.05
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	3.05
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	3.05
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	6.09
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	6.09
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	6.09
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	100.55
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	100.55

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	60.94
TRI COUNTIES BANK CARD...	08/31/20 DD JIVE COMM/L...	09/15/2020	TELEPHONE SERVICE	3.03
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S HOME	09/15/2020	OFFICE SUPPLIES	0.69
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S HOME	09/15/2020	OFFICE SUPPLIES	0.17
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S HOME	09/15/2020	OFFICE SUPPLIES	2.58
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S HOME	09/15/2020	OFFICE SUPPLIES	2.58
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S HOME	09/15/2020	OFFICE SUPPLIES	2.59
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S	09/15/2020	SWEEPER MULTI-PURPOSE	6.62
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S	09/15/2020	SWEEPER MULTI-PURPOSE	1.66
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S	09/15/2020	SWEEPER MULTI-PURPOSE	24.82
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S	09/15/2020	SWEEPER MULTI-PURPOSE	24.82
TRI COUNTIES BANK CARD...	08/31/20 DD LOWE'S	09/15/2020	SWEEPER MULTI-PURPOSE	24.83
TRI COUNTIES BANK CARD...	08/31/20 DD SAMSCLUB	09/15/2020	COMET CLEANER WITH BLE...	8.88
TRI COUNTIES BANK CARD...	08/31/20 DD SAMSCLUB	09/15/2020	COMET CLEANER WITH BLE...	2.22
TRI COUNTIES BANK CARD...	08/31/20 DD SAMSCLUB	09/15/2020	COMET CLEANER WITH BLE...	33.31
TRI COUNTIES BANK CARD...	08/31/20 DD SAMSCLUB	09/15/2020	COMET CLEANER WITH BLE...	33.31
TRI COUNTIES BANK CARD...	08/31/20 DD SAMSCLUB	09/15/2020	COMET CLEANER WITH BLE...	33.31
TRI COUNTIES BANK CARD...	8/31/20 MC LEES FLORAL	09/15/2020	MEMORIAL FLOWERS	150.00
<b>Vendor TRI COUNTIES BANK CARDMEMBER SERVICES Total:</b>				<b>5,363.63</b>
<b>Vendor: UNITED RENTALS NORTHWEST, INC</b>				
UNITED RENTALS NORTHW...	114-10737411	09/15/2020	PORTABLES RESTROOM SO...	142.96
<b>Vendor UNITED RENTALS NORTHWEST, INC Total:</b>				<b>142.96</b>
<b>Vendor: UNITED SITE SERVICES OF CALIFORNIA, INC.</b>				
UNITED SITE SERVICES OF C...	114-10580308	09/15/2020	PORTABLE RESTROOM SOC...	142.96
<b>Vendor UNITED SITE SERVICES OF CALIFORNIA, INC. Total:</b>				<b>142.96</b>
<b>Vendor: VERIZON WIRELESS</b>				
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	2.34
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	2.34
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	2.34
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	2.34
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	233.83
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	2.34
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	2.34
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	2.34
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	4.68
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	4.68
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	4.68
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	77.16
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	77.16
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	46.77
VERIZON WIRELESS	9861412873	09/15/2020	TELEPHONE SERVICE - AUG...	2.32
<b>Vendor VERIZON WIRELESS Total:</b>				<b>467.66</b>
<b>Vendor: W.H. BRESHEARS, INC.</b>				
W.H. BRESHEARS, INC.	65944-A	09/15/2020	FUEL FOR WELL SITE GENER...	834.07
W.H. BRESHEARS, INC.	659935-A	09/15/2020	SEWER TRUCK RED DIESEL	1.27
W.H. BRESHEARS, INC.	659996	09/15/2020	OFF ROAD DIESEL MOWER ...	26.23
W.H. BRESHEARS, INC.	659996	09/15/2020	OFF ROAD DIESEL MOWER ...	22.73
W.H. BRESHEARS, INC.	659996	09/15/2020	OFF ROAD DIESEL MOWER ...	20.98
W.H. BRESHEARS, INC.	659996	09/15/2020	OFF ROAD DIESEL MOWER ...	52.45
W.H. BRESHEARS, INC.	659996	09/15/2020	OFF ROAD DIESEL MOWER ...	52.45
W.H. BRESHEARS, INC.	660052	09/15/2020	OFF ROAD DIESEL FOR COR...	25.47
W.H. BRESHEARS, INC.	660052	09/15/2020	OFF ROAD DIESEL FOR COR...	22.08
W.H. BRESHEARS, INC.	660052	09/15/2020	OFF ROAD DIESEL FOR COR...	20.38

Warrant List

Post Dates: 09/02/2020 - 09/15/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
W.H. BRESHEARS, INC.	660052	09/15/2020	OFF ROAD DIESEL FOR COR...	50.95
W.H. BRESHEARS, INC.	660052	09/15/2020	OFF ROAD DIESEL FOR COR...	50.94
<b>Vendor W.H. BRESHEARS, INC. Total:</b>				<b>1,180.00</b>
<b>Vendor: WESTSIDE WELDING &amp; RADIATOR</b>				
WESTSIDE WELDING & RAD...	11078	09/15/2020	REPAIR 3 POINT ARM. WWT...	52.00
WESTSIDE WELDING & RAD...	11079	09/15/2020	CUT BOLTS OF FIRE HYDRA...	52.00
WESTSIDE WELDING & RAD...	11086	09/15/2020	RING FOR FISHING DERBY	79.05
WESTSIDE WELDING & RAD...	11089	09/15/2020	REMOVED FITING BOLTS FR...	52.00
<b>Vendor WESTSIDE WELDING &amp; RADIATOR Total:</b>				<b>235.05</b>
<b>Vendor: YANCEY LUMBER CO</b>				
YANCEY LUMBER CO	A2020037692	09/15/2020	PH INCREASER	9.70
YANCEY LUMBER CO	A2020039236	09/08/2020	FENCE BOARDS SEWER LIFT ...	185.72
YANCEY LUMBER CO	A2020039510	09/15/2020	K-9 DOG FOOD	41.74
YANCEY LUMBER CO	A2020042588	09/15/2020	SPRINKLER PARTS FOR SCH...	11.04
YANCEY LUMBER CO	R2020003628	09/15/2020	FRAMING TO SET WATER ...	79.43
<b>Vendor YANCEY LUMBER CO Total:</b>				<b>327.63</b>
<b>Grand Total:</b>				<b>147,961.30</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	35,496.54
009 - COMMUNITY CENTER FUND	1,623.14
016 - SWIM POOL FUND	1,079.78
017 - CITY WIDE LIGHTING & LAND	354.57
019 - RECREATION FUND	810.10
021 - REGIONAL STREET TRANSPORTATION PROGRAM	169.12
059 - STORM DRAIN	1,646.86
060 - WATER FUND	7,124.43
061 - SEWER FUND	52,084.91
062 - REFUSE	1,867.70
063 - AIRPORT FUND	56.02
074 - ASSESS - BORRELLI	135.60
099 - PAYROLL TRUST FUND	32,712.53
202 - ALT MODES MEASURE V	12,800.00
<b>Grand Total:</b>	<b>147,961.30</b>

## Account Summary

Account Number	Account Name	Payment Amount
001-0110-520.010-00	DEPT OPERATING SUPPLI...	3.61
001-0110-530.089-00	COMMUNITY PROMOTION	150.00
001-0110-530.091-00	MEETINGS & TRAINING	182.50
001-0110-530.201-00	OTHER CONTRACT SERVIC...	1,281.40
001-0120-530.011-00	TELEPHONE & INTERNET	5.39
001-0120-530.091-00	MEETINGS & TRAINING	50.00
001-0120-530.201-00	OTHER CONTRACT SERVIC...	1,166.60
001-0140-520.000-00	OFFICE SUPPLIES	141.06
001-0140-520.010-00	DEPT OPERATING SUPPLI...	3.61
001-0140-530.011-00	TELEPHONE & INTERNET	5.39
001-0140-530.201-00	OTHER CONTRACT SERVIC...	1,281.40
001-0140-530.240-00	EDUCATION	23.61
001-0142-520.010-00	DEPT OPERATING SUPPLI...	63.54
001-0142-530.011-00	TELEPHONE & INTERNET	5.39
001-0142-530.091-00	MEETINGS & TRAINING	50.00
001-0142-530.201-00	OTHER CONTRACT SERVIC...	1,166.60
001-0150-520.010-00	DEPT OPERATING SUPPLI...	19.35
001-0150-520.011-00	UNIFORM ALLOWANCE	23.72
001-0150-520.040-00	FUEL	563.82
001-0150-530.011-00	TELEPHONE & INTERNET	5.39
001-0210-520.000-00	OFFICE SUPPLIES	6.46
001-0210-520.010-00	DEPT OPERATING SUPPLI...	308.28
001-0210-520.011-00	UNIFORM ALLOWANCE	1,239.20
001-0210-520.030-00	MOTOR VEHICLE EXPENSE	2,326.69
001-0210-520.040-00	FUEL	5,472.52
001-0210-530.009-00	OTHER PROFESSIONAL SE...	114.55
001-0210-530.011-00	TELEPHONE & INTERNET	538.53
001-0210-530.072-00	OTHER EQUIPMENT REPA...	84.14
001-0210-530.091-00	MEETINGS & TRAINING	2,070.80
001-0210-530.201-00	OTHER CONTRACT SERVIC...	4,483.06
001-0210-540.038-00	TECHNOLOGY PURCH/REP..	1,999.56
001-0220-520.010-00	DEPT OPERATING SUPPLI...	197.60
001-0220-520.040-00	FUEL	182.09
001-0410-530.009-00	OTHER PROFESSIONAL SE...	1,817.25
001-0410-530.011-00	TELEPHONE	5.39
001-0460-530.011-00	TELEPHONE	5.39
001-0460-530.201-00	OTHER CONTRACT SERVIC...	1,167.00
001-0610-520.010-00	DEPT OPERATING SUPPLI...	1,227.86
001-0610-520.011-00	UNIFORM ALLOWANCE	23.72

## Account Summary

Account Number	Account Name	Payment Amount
001-0610-520.030-00	MOTOR VEHICLE EXPENSE	133.97
001-0610-520.040-00	FUEL	26.23
001-0610-530.011-00	TELEPHONE	5.39
001-0610-530.201-00	OTHER CONTRACT SERVIC...	5,868.48
009-0150-520.010-00	DEPT OPERATING SUPPLI...	5.41
009-0150-520.040-00	FUEL	1,434.76
009-0150-530.011-00	TELEPHONE	10.77
009-0150-530.201-00	OTHER CONTRACT SERVIC...	172.20
016-0613-520.010-00	DEPT OPERATING SUPPLI...	945.77
016-0613-530.011-00	TELEPHONE	10.77
016-0613-530.201-00	OTHER CONTRACT SERVIC...	114.80
016-0613-530.240-00	EDUCATION	8.44
017-0610-520.011-00	UNIFORM ALLOWANCE	47.44
017-0610-520.040-00	FUEL	307.13
019-0142-530.240-00	EDUCATION EXPENSE	8.44
019-0613-520.010-00	DEPT OPERATING SUPPLI...	618.69
019-0613-530.011-00	TELEPHONE	10.77
019-0613-530.201-00	OTHER CONTRACT SERVIC...	172.20
021-0142-530.240-00	EDUCATION EXPENSE	1.69
021-0310-520.010-00	DEPT OPERATING SUPPLI...	65.62
021-0310-520.011-00	UNIFORM ALLOWANCE	42.70
021-0310-520.030-00	MOTOR VEHICLE EXPENSE	36.38
021-0310-520.040-00	FUEL	22.73
059-0140-520.000-00	OFFICE SUPPLIES	35.26
059-0730-520.010-00	DEPT OPERATING SUPPLI...	96.63
059-0730-520.030-00	MOTOR VEHICLE EXPENSE	33.58
059-0730-520.040-00	FUEL	20.98
059-0730-530.201-00	OTHER CONTRACT SERVIC...	861.00
059-0730-540.038-00	TECHNOLOGY PURCH/REP...	599.41
060-0140-520.000-00	OFFICE SUPPLIES	528.93
060-0142-530.240-00	EDUCATION EXPENSE	16.88
060-0710-520.010-00	DEPT OPERATING SUPPLI...	339.04
060-0710-520.011-00	UNIFORM ALLOWANCE	99.62
060-0710-520.030-00	MOTOR VEHICLE EXPENSE	83.95
060-0710-520.040-00	FUEL	2,388.20
060-0710-530.011-00	TELEPHONE	177.71
060-0710-530.201-00	OTHER CONTRACT SERVIC...	2,890.69
060-0710-540.038-00	TECHNOLOGY PURCH/REP...	599.41
061-0140-520.000-00	OFFICE SUPPLIES	528.93
061-0142-530.240-00	EDUCATION EXPENSE	16.88
061-0520-520.010-00	DEPT OPERATING SUPPLI...	663.14
061-0520-520.011-00	UNIFORM ALLOWANCE	194.50
061-0520-520.030-00	MOTOR VEHICLE EXPENSE	83.93
061-0520-520.040-00	FUEL	1,560.89
061-0520-530.011-00	TELEPHONE	177.71
061-0520-530.102-00	BOND PRINC/COP'S & SRF	34,998.12
061-0520-530.121-00	INTEREST - COP'S & SRF	10,799.39
061-0520-530.201-00	OTHER CONTRACT SERVIC...	2,443.85
061-0520-540.038-00	TECHNOLOGY PURCH/REP...	617.57
062-0140-520.000-00	OFFICE SUPPLIES	528.99
062-0142-530.240-00	EDUCATION EXPENSE	4.22
062-0510-520.000-00	OFFICE SUPPLIES	36.09
062-0510-520.011-00	UNIFORM ALLOWANCE	42.69
062-0510-530.011-00	TELEPHONE & INTERNET	107.71
062-0510-530.201-00	OTHER CONTRACT SERVIC...	1,148.00
063-0142-530.240-00	EDUCATION EXPENSE	4.22
063-0340-520.010-00	DEPT OPERATING SUPPLI...	3.20
063-0340-530.011-00	TELEPHONE	5.35

**Account Summary**

Account Number	Account Name	Payment Amount
063-0340-530.201-00	OTHER CONTRACT SERVIC...	43.25
074-0610-530.059-00	WATER UTILITY	135.60
099-0000-220.010	FICA TAXES PAYABLE	11,179.14
099-0000-220.020	FIT W/H PAYABLE	5,209.33
099-0000-220.030	SIT W/H PAYABLE	2,108.23
099-0000-220.050	PERS PAYABLE	11,391.63
099-0000-220.065	AFLAC PAYABLE	978.16
099-0000-220.071	POA DEDUCT PAYABLE	480.00
099-0000-220.081	UNION DUES PAYABLE	301.00
099-0000-220.090	DISABILITY (SDI) PAYABLE	723.04
099-0000-220.092	CAL PERS 457 DEF COMP	342.00
202-0310-530.009-00	OTHER PROFESSIONAL SE...	12,800.00
	<b>Grand Total:</b>	<b>147,961.30</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	146,983.22
CARES ACT 1	978.08
	<b>Grand Total:</b>
	<b>147,961.30</b>



## TREASURER'S REPORT

Period Ending August 31, 2020

Accounts	Beg. Period Balance	Cash Debits (+)	Cash Credits (-)	End Period Balance
State of California LAIF	6,234,668	-	-	6,234,668
General Checking Account	863,664	1,129,132	701,307	1,291,489
Payroll Account	814,688	166,694	138,990	842,392
<b>Total Cash and Investments</b>	<b>\$7,913,021</b>	<b>\$1,295,826</b>	<b>\$840,298</b>	<b>\$8,368,549</b>

(The following statements are required by California Govt. Code Section 53646 (b) (2,3))  
Investments are made pursuant to the City Council approved Investment Policy and Guidelines.

Prepared by:

J. Birring

Jas Birring, Finance Manager



## COUNCIL AGENDA ITEM

### SEPTEMBER 15, 2020

**PREPARED BY:** Melanie Correa, Deputy City Clerk

**SUBJECT:** Update of the City of Gustine Conflict of Interest Code

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#### **BACKGROUND/DISCUSSION**

The Political Reform Act (the "Act") requires all public agencies to adopt and maintain a Conflict of Interest Code containing the rules for disclosure of personal assets and the prohibition from making or participating in making governmental decisions that may affect any personal assets. The Conflict of Interest Code must specifically designate all agency positions that make or participate in the making of decisions and assign specific types of personal assets to be disclosed, that may be affected by the exercise of powers and duties of that position.

The Act further requires that an agency regularly review and update its Code as necessary when directed by the code-reviewing body or when change is necessitated by changed circumstances (Sections 87306 and 87306.5).

Pursuant to the Act the City adopted a Conflict of Interest Code which was last amended and approved by the City Council on June 2, 2015. Review of the Code was done as directed by City Council as the City's code-reviewing body and shows that it must be amended to designate a new position, revise titles of existing positions, include provisions for electronic filing by certain filers, clarify disclosure requirements, update FPPC citations and include information for filers on required ethics training under AB 1234 (Gov. Code § 53235.2).

Government Code section 87303 provides that no code or amendment to a code shall be effective until it has been approved by the code-reviewing body.

Attached is a redline version of the proposed amended Conflict of Interest Code showing the revisions made.

#### **RECOMMENDATION**

Approve Resolution updating the City of Gustine's Conflict of Interest Code.

#### **EXHIBIT(S)**

- A) Resolution 2020-xxxx
- B) City of Gustine Conflict of Interest Code (Legislative/redline version)

**APPROVED BY:**

DOUG DUNFORD, CITY MANAGER

**RESOLUTION 2020-XXXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUSTINE  
APPROVING AND ADOPTING AN AMENDED CONFLICT OF INTEREST CODE  
PURSUANT TO THE POLITICAL REFORM ACT OF 1974**

**WHEREAS**, the State of California enacted the Political Reform Act of 1974, Government Code section 81000, et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the City of Gustine (the "City") and requires all public agencies to adopt and promulgate a conflict of interest code; and

**WHEREAS**, the City Council adopted a Conflict of Interest Code (the "Code") which was amended by Resolution on June 2, 2015, in compliance with the Act; and

**WHEREAS**, the City Council directed the review of the Code as required pursuant to Government Code section 87306.5; and

**WHEREAS**, notice of the time and place of a public meeting on, and of consideration by the City Council of, the proposed amended Code was provided the affected designated employee and publicly posted for review at the offices of the City; and

**WHEREAS**, a public meeting was held upon the proposed amended Code at a regular meeting of the City Council on September 15, 2020, at which all present were given an opportunity to be heard on the proposed Code; and

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

**SECTION 1: CONFLICT OF INTEREST CODE - ADOPTED.**

The City Council does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and which shall be on file with the Deputy City Clerk and available to the public for inspection and copying during regular business hours.

**SECTION 2: CONFLICT OF INTEREST CODE – EFFECTIVE DATE.**

The said amended Conflict of Interest Code shall become effective immediately upon adoption and approval of this Resolution ("Effective Date").

**SECTION 3: CONFLICT OF INTEREST CODE - RESCISSION.**

All previous Conflict of Interest Codes of the City of Gustine and amendments thereto shall be rescinded as of the Effective Date of the said proposed Code as approved and adopted by the City Council.

**PASSED AND ADOPTED** on this 15th day of September, 2020, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

APPROVE

\_\_\_\_\_  
Mayor

ATTEST

\_\_\_\_\_  
Deputy City Clerk

**CONFLICT OF INTEREST CODE**  
**OF THE**  
**CITY OF GUSTINE**

# CONFLICT OF INTEREST CODE OF THE CITY OF GUSTINE

(Amended September 15, 2020)

The Political Reform Act (Gov. Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs. § 18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing Regulation 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **City of Gustine (the "City")**.

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney and the City Treasurer, shall electronically file their annual statements of economic interests directly with the Fair Political Practices Commission. All other officials and designated positions required to submit a statement of economic interests shall file their statements with the **Deputy City Clerk** as the City's Filing Officer. The **Deputy City Clerk** shall retain the original statements filed by all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

All officials and designated positions required to submit a statement of economic interests shall receive ethics training as required pursuant to Government Code section 53235 (AB 1234). The City's Filing Officer shall annually provide all filers with information on training available to meet the requirements of Section 53235, and maintain required records indicating the dates that filers satisfied the training requirements and the entity that provided the training. These records shall be retained for five years after the date of training and are public records subject to disclosure under the California Public Records Act. (Gov. Code § 53235.2.)

# **APPENDIX**

## **CONFLICT OF INTEREST CODE**

### **OF THE**

### **CITY OF GUSTINE**

**(Amended September 15, 2020)**

### **PART "A"**

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney, the City Treasurer, and All Other City Officials who manage public investments, as defined by 2 California Code of Regulations section 18700.3(b), are NOT subject to the City's Code but must file disclosure statements under Government Code Section 87200 et seq. [Regs. § 18730(b)(3)]

#### **OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

It has been determined that the positions listed below are Other City Officials who manage public investments<sup>1</sup>. These positions are listed here for informational purposes only.

Finance Manager

Investment Consultant

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

## DESIGNATED POSITIONS

### GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Alternate Engineer	2, 3, 5, 7
Building Inspector	3, 6
Chief of Police	5
City Attorney (not filing under GC § 87200)	1, 2
City Planner	2, 3, 5
Community Services Officer	5, 6
Deputy City Clerk/Human Resources Director	5
Director, Economic & Community Development	1, 2
Director, Public Works	2, 3, 5, 6
Director, Water/Wastewater	5
Engineer	2, 3, 5, 7
Fire Chief	5
Information Technology	5
Manager Water/Wastewater	5
Police Lieutenant	5
Public Works Inspector	2, 3, 5, 6
Public Works Supervisor	5
Recreation Manager	5

**DESIGNATED POSITIONS'**  
**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

**MEMBERS OF BOARDS,**  
**COMMITTEES & COMMISSIONS**

Airport Commission	1, 2
Recreation Commission	2, 5

Consultants and New Positions<sup>2</sup>

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<sup>2</sup> Individuals serving as a consultant as defined in FPPC Reg 18700.3(a) or in a new position created since this Code was last approved that make or participate in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The City Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.). The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

## PART "B"

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned.<sup>3</sup> "Investment" means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the City.

Category 1: All investments and business positions, and sources of income, including gifts, loans and travel payments.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the City, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions, and sources of income, including gifts, loans and travel payments, engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the City.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the City.

Category 5: All investments and business positions, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

Category 6: All investments and business positions, and sources of income, including gifts, loans and travel payments, subject to the regulatory, permit or licensing authority of the designated position's department, unit, or division.

Category 7: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the City or its subdivisions.

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<sup>3</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)

**LEGISLATIVE VERSION**  
**(SHOWS CHANGES MADE)**

**CONFLICT OF INTEREST CODE**

**OF THE**

**CITY OF GUSTINE**

# CONFLICT OF INTEREST CODE OF THE CITY OF GUSTINE

~~(Adopted June 2, 2015)~~ Amended September 15, 2020

The Political Reform Act (Gov. Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs. § 18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing Regulation 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **City of Gustine (the "City")**.

~~The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney and the City Treasurer, shall electronically file their annual statements of economic interests directly with the Fair Political Practices Commission. All other officials and designated positions required to submit a statement of economic interests shall file their statements with the Deputy City Clerk as the City's Filing Officer. The Deputy City Clerk shall make and retain a copy of all statements filed by the Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney and the City Treasurer, and forward the originals of such statements to the Fair Political Practices Commission.~~ The **Deputy City Clerk** shall retain the original statements filed by all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

All officials and designated positions required to submit a statement of economic interests shall receive ethics training as required pursuant to Government Code section 53235 (AB 1234). The City's Filing Officer shall annually provide all filers with information on training available to meet the requirements of Section 53235, and maintain required records indicating the dates that filers satisfied the training requirements and the entity that provided the training. These records shall be retained for five years after the date of training and are public records subject to disclosure under the California Public Records Act. (Gov. Code § 53235.2.)

**APPENDIX**  
**CONFLICT OF INTEREST CODE**  
**OF THE**  
**CITY OF GUSTINE**

**(Adopted June 2, 2015 Amended September 15, 2020)**

**PART "A"**

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney, the City Treasurer, and All Other City Officials who manage public investments, as defined by 2 California Code of Regulations section ~~18704.1~~18700.3(b), are NOT subject to the City's Code but must file disclosure statements under Government Code Section 87200 et seq. [Regs. § 18730(b)(3)]

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

It has been determined that the positions listed below are Other City Officials who manage public investments<sup>1</sup>. These positions are listed here for informational purposes only.

Finance Manager

Investment Consultant

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

## DESIGNATED POSITIONS

### GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Alternate Engineer ( <del>Consultant</del> )	2, 3, 5, 7
Building Inspector ( <del>Consultant</del> )	3, 6
Chief of Police	5
City Attorney (not filing under GC § 87200)	1, 2
City Planner	2, 3, 5
<del>Code Enforcement</del> <u>Community Services</u> Officer ( <del>Consultant</del> )	5, 6
<u>Economic &amp;</u> Community Development Director ( <del>Consultant</del> )	1, 2
Deputy City Clerk/ <u>Human Resources Director</u>	5
Director, Water/Wastewater ( <del>Consultant</del> )	5
<u>Director, Public Works</u>	<u>2, 3, 5, 6</u>
Engineer ( <del>Consultant</del> )	2, 3, 5, 7
Fire Chief	5
Information Technology ( <del>Consultant</del> )	5
<del>Maintenance</del> <u>Public Works</u> Supervisor	5
Manager Water/Wastewater ( <del>Consultant</del> )	5
Police Lieutenant	5
Public Works Inspector ( <del>Consultant</del> )	2, 3, 5, 6
Recreation <del>Director</del> <u>Manager</u>	5

**DESIGNATED POSITIONS'**  
**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

**MEMBERS OF BOARDS,**  
**COMMITTEES & COMMISSIONS**

Airport Commission	1, 2
Recreation Commission	2, 5

Consultants and New Positions<sup>2</sup>

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<sup>2</sup> Individuals serving as a consultant as defined in FPPC Reg ~~18701-18700.3(a)~~ or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The City Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.) The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

## PART "B"

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned.<sup>3</sup> ~~Such economic interests~~ "Investment" means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the City.

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Category 6: All investments and business positions, and sources of income, including gifts, loans and travel payments, subject to the regulatory, permit or licensing authority of the designated position's department, unit, or division.

Category 7: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the City or its subdivisions.

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<sup>3</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)



## COUNCIL AGENDA ITEM

### SEPTEMBER 15, 2020

**PREPARED BY:** Doug Dunford, City Manager

**SUBJECT:** Acceptance of the North Avenue Sewer Crossing Project

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#### **BACKGROUND/DISCUSSION**

The City of Gustine issued a Request for Proposals for the North Avenue Sewer Crossing Project on February 28, 2020 and received a total of two proposals for the project. The low bid was submitted by Rocha Backhoe Services, Inc., in the amount of \$11,670.00.

The project's construction phase started in June 2020 and the major work consisted primarily of constructing a 35-foot long segment of 12" sewer line under a PG&E 2" electrical line and connections to the existing 12" sewer line. The work also included pavement repairs and other miscellaneous work in the City of Gustine.

The Contractor completed all work within the time required by the Contract documents. A final inspection has been performed and the work has been found to be in compliance with the plans and specifications. Therefore, the work should be accepted as complete and a Notice of Completion filed.

#### **FISCAL IMPACT**

Construction costs were paid for from Sewer Funds.

Contract Amount	\$ 11,670.00
Actual Construction Cost	\$ 11,670.00

#### **RECOMMENDATION**

City Council accept the work as complete and authorize the City Clerk to record a Notice of Completion with Merced County.

#### **EXHIBIT(S)**

- A.) Resolution 2020-XXXX
- B.) Notice of Completion

**RESOLUTION NO. 2020-XXXX**  
**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUSTINE AUTHORIZING**  
**ACCEPTANCE OF THE NORTH AVENUE SEWER CROSSING PROJECT AND**  
**AUTHORIZING THE CITY CLERK TO RECORD A NOTICE OF**  
**COMPLETION WITH MERCED COUNTY**

**WHEREAS**, the City issued a request for informal bids on February 28, 2020;  
and

**WHEREAS**, the City received bids on March 10, 2020; and

**WHEREAS**, the lowest responsible bid was submitted by Rocha Backhoe Service, Inc.; and

**WHEREAS**, the City Council awarded a contract to Rocha Backhoe Services, Inc. in the amount of \$11,670.00; and

**WHEREAS**, Rocha Backhoe Service, Inc. satisfactorily completed the work and the project is recommended for final acceptance; and

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Gustine hereby:

1. Accepts the North Avenue Sewer Crossing Project, as completed by Rocha Backhoe Service, Inc.
2. Authorizes the City Clerk to record a Notice of Completion with Merced County.

**THE FOREGOING RESOLUTION** was adopted at a regular meeting of the City Council of the City of Gustine the 15<sup>th</sup> day of September, 2020 and passed at said meeting by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

I hereby certify that the forgoing is a true copy of a resolution of the City Council of the City of Gustine duly adopted at a regular meeting thereof held on the 15<sup>th</sup> day of September, 2020.

**ATTEST**

---

Melanie Correa, Deputy City Clerk  
of the City of Gustine

**APPROVED**

---

Patrick Nagy, Mayor  
of the City of Gustine

**RECORDING REQUESTED BY:**

City Clerk  
City of Gustine

**WHEN RECORDED RETURN TO:**

City of Gustine  
P.O. Box 16  
352 Fifth Street  
Gustine, CA 95322

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN:

1. That the interest of estate stated in paragraph 3 below in the real property hereinafter described is owned by the following:

NAME	STREET AND NO.	CITY	STATE
City of Gustine	352 Fifth Street	Gustine	California

(if more than one owner of the interest stated, the name and address of each must be inserted)

2. That the full name and address of the owner of said interest or estate, if there is only one owner, and the full names and addresses of all the co-owners who own said interest or estate as joint tenants, as tenants in common or otherwise, if there is more than one owner, are set forth in the preceding paragraph.

3. That the nature of the title of said owner, or if more than one, then of said owner and co-owner is: **In Fee.**

4. That on the 26<sup>th</sup> day of June, 2020 a work of improvement on the real property hereinafter described was completed.

5. That the name of the original contractor, if any for such work of improvement was:

Rocha Backhoe, Inc.  
(If no contractor for work of improvement as a whole, insert "No Contractor")

6. That the real property herein referred to is situated in the City of Gustine, County of Merced, State of California, and is described as follows:

The major work consisted primarily of constructing a 35-foot long segment of 12" sewer line under a PG&E 2" electrical line and connections to the existing 12" sewer line. The work also included pavement repairs and other miscellaneous work in the City of Gustine.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

September 15, 2020  
Date

By: \_\_\_\_\_  
Signature of Owner

Doug Dunford  
Print Name

**VERIFICATION**

I understand, state:

I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed at Gustine, California  
This 15<sup>th</sup> day of September, 2020.

City of Gustine  
Owner

By: \_\_\_\_\_  
Doug Dunford



ITEM NO. 8

## COUNCIL AGENDA ITEM

### SEPTEMBER 15, 2020

**PREPARED BY:** Tiffany Vitorino, Recreation Manager

**SUBJECT:** Consider Authorizing Street-Dining & Pop-Up Discussion

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#### **BACKGROUND/DISCUSSION**

The Fireworks Ad Hoc Committee recently held a follow-up meeting in regards to the outcome of the 2020 firework celebration fundraising. The committee is eager to start working on fundraising opportunities for the 2021 Fireworks Show. The idea of a downtown Main Street Dining and Pop-up event was discussed by the committee. The idea would be to offer downtown restaurants and downtown businesses the ability to spread out dining seating and goods for sale either in the street or along the sidewalks.

Staff is looking for direction from Council on whether a street closure, or expanding sidewalk dining/retail space for a designated period of time would be allowable. The committee discussed that for this event to be a successful fundraising opportunity, non-competitive vendors and food trucks would be beneficial. A vendor fee could be established, which would be collected as funds for the 2021 Fireworks Show. The vendor fee would only be charged to those "at home" vendors and food trucks. In addition to the vendor fee, staff would ensure that the applicable business license fees are collected as well.

If Council so decides, the Recreation Department is suggesting to plan for a one-time event, in an effort to test community attendance levels and to test the interest of our local businesses. Ideally, the Dining and Pop-up event would take place on 5<sup>th</sup> street, slightly north of 3<sup>rd</sup> Ave (on the north side of Perry's Pizza), and extend to 5<sup>th</sup> Ave and discussion could determine if an actual street closure is necessary or if just sidewalk space is a possibility.

Staff would work with the Police Department and Public Works to ensure all safety precautions and street barricades are in place if needed.

#### **FISCAL IMPACT**

The fiscal impact is unknown until further discussions occur.

#### **RECOMMENDATION**

Council to consider the event idea and provide staff with direction.

**APPROVED BY:**

  
DOUG DUNFORD, CITY MANAGER



## COUNCIL AGENDA ITEM

### SEPTEMBER 15, 2020

**PREPARED BY:** Doug Dunford, City Manager  
Dan Arnold, Interim Public Works Director

**SUBJECT: Water SCADA System**

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#### **BACKGROUND/DISCUSSION**

Supervisory Control and Data Acquisition (SCADA) is a system used for monitoring and controlling, as the name implies, data acquisition. It is widely used by cities and businesses to monitor and control water production systems and associated equipment. The City of Gustine's water system consists of 4 well sites and a 75,000 gallon elevated water tank. Currently the well sites SCADA system is not properly programmed nor is it functioning properly for well pumping and/or monitoring operations. All pumps and the water tower were originally programmed by a local person who started a small business for pumping operations and was the only one who knew how to reprogram the water system. The old setup was programmed to work by keeping the water tank full via a water column pressure sensor and an old outdated (and now unlicensed) radio system that communicated with a very old computer located at the WWTP.

A few months ago, when the city's water tank was taken offline for repairs, we had to install variable frequency drives (VFD) on the wells to maintain water pressure, but once the tank was repaired, we discovered the programmable logic controllers (PLC's) at the well sites needed to be re-programmed to accommodate the VFD's and the water tank.

We contacted this original local person, who now works full time for the City of Patterson, to see if the current system could be reprogrammed. He told us he no longer had the program for the existing PLC's and was not able to do much but did come down and at least make the current system functional using the VFD's. This left the water tank functionality controlled manually by staff and is very difficult to maintain. It requires staff to manually fill and sometimes drain the tank if the chlorine levels fall below safe drinking standards or sometimes overfills if demand decreases. While we have attempted to make pressure adjustments to find the "perfect pressure" so the tank doesn't overflow, consumption demand fluctuates too much to keep the tank online all the time without overflowing. Therefore, staff continues manually opening and closing the water tank valve to

keep water in the tank but also to monitor its condition and attempt to get some water through it or drain the tank, which is often the case.

Due to this, a search began a few months ago to obtain a water system upgrade. After some extensive research, three known companies came out and evaluated the current setup and provided estimates for what it would take to upgrade our well sites and water tank. All companies stated, the wells (aside from well 7 since it has a newer PLC) and the water tank would need new PLC's and advised a newer type of communication system be installed for all locations. Currently the well sites communicate using an outdated and unlicensed radio based communication system. These radios are no longer recommended with the FCC narrow banding that occurred a few years ago and parts are no longer available for the current setup. That left us with two communication options, cellular or internet connection. While cellular costs slightly less up front, you have on-going monthly cellular fees that can add up over time. Therefore, two of the three recommended going with a radio based point to point internet connection that would tie all the well sites and water tank together and be controlled by secured SCADA software. The third vendor only offers a cellular based system, which can work fine but may have other issues to consider. (See discussion below for details.)

When evaluating the estimates and recommendations, I wanted to make sure the City of Gustine would have the "best value" for their investment, meaning not only the best cost to the city but includes a good long term company who knows how to properly set up this type of system, recommendations from other cities who have used their services and the systems and use equipment that is "industry standard", not a proprietary unknown equipment setup and operated by one company or person.

Below are the amounts quoted by each:

Automation Group	-	\$97,103.00
Telstar/Samsara	-	\$93,508.26
Control Point	-	\$89,950.00

Another consideration was system expansion. Could the new SCADA allow for expansion for future growth, i.e. additional well sites, additional monitoring points, etc. The three companies that came out, Automation Group, Telstar, and Control Point are companies I have worked with before and one company, Automation Group, was recently used for the WWTP pumping system and is working well. All three companies are good companies and there shouldn't be a problem going with anyone of them. All companies recommended upgrading three of the four well sites and the water tank to Alan Bradly PLC's (Well 7 and the WWTP are already equipped with Alan Bradly PLC's) which is an industry standard PLC and any good water company can program them. Automation

Group and Control Point both recommended using an industry standard program called Ignition software for the SCADA programming and monitoring. While the Automation Group recommended a city owned server for the Ignition software, Control Point recommended a cloud based Ignition software solution which comes with a mobile application and is not only a lower cost to the city but includes much lower licensing and future firmware fees since it resides in the cloud.

Telstar did not recommend the point to point, as their control system uses their own cellular service to communicate with their cloud based system but their estimate was much higher and would incur on-going cellular fees, though very competitive at only \$200 per year. Telstar's cellular based SCADA system uses a proprietary computer system called Samsara. While the Samsara unit will provide you with nearly as much functionality as the Ignition software through a cloud based dashboard, Gustine would be locked into using just one company, Samsara, if any program changes would need to be made. With the Ignition software, any water programming company can make changes to the programming given the access code to it.

Samsara, though expandable, is limited to 50 input/outputs. While this may seem a lot, today's systems require a lot of inputs and outputs to properly run a programmed controlled water system and this limits the expansion. While this unit is ok for smaller pumping operations, I'm not too sure I would recommend it for drinking water wells.

The Automation Group quoted a city owned server that would be purchased and maintained by our existing IT department. This requires much additional licensing and would incur ongoing costs from our IT department to maintain. Though fairly low, it does pose additional security risks to the city by residing at the city.

One final consideration was redundancy. All three systems quoted have built in redundancy which includes programming backup and historical data storage. The nice part about the Control Point system would be that not only is programming stored in the cloud with a backup to the cloud but will also have programming and historical data stored on the city's existing server without additional licensing fees. A double redundancy at no extra cost.

It should be noted that Well 6 did not originally have a VFD but through the energy project with Engie a VFD was installed on September 10<sup>th</sup> and 11<sup>th</sup>, but will need a new PLC installed to be functional with the entire system. The Automation Group's quote did not include a PLC for well 6 and since their quote was already higher than the others, I didn't feel it necessary to have them requote it.

While the Automation Group and Control Point did include a PLC for the water

tower Telstar felt it not necessary to install a PLC at the water tower because their Samsara unit would perform the needed communication to the well sites. This could pose a problem if an electronic water gate valve were to be installed on the water tank to better control overfilling and water exchanges. Since the city has never had programming for VFD's and a water tank, we are hoping the SCADA programming and monitoring systems can maintain water pressures without overfilling the tank and without the need to close the valve while allowing some water exchange during peak demand hours. This is how many cities water systems work. If this cannot be achieved, there may be a future need to install an electronic water valve on the tank so overfilling won't occur and tank water exchange could occur daily to prevent bacteria buildup in the tank. If an electronic valve were needed, programming to open the tank would occur daily and allow a water exchange until the tank level falls below a set column pressure value, but this is not the ideal solution since we want the tank to remain open at all times for expansion and pressure regulation if for some reason all pumps were to stop even for a short time the tank would sustain the city at least for a few hours.

Though programming with a water valve on the tank could automatically open if all pumps were to fail, it's just not what I would recommend for the city unless all other programming options fail. Additionally, fire safety would also rely upon the tank to be open at all times for water capacity in case of a larger fire. Without some experimentation with a full SCADA system, we are not sure if a valve would be needed at this time. Again, I did not feel it necessary for Automation Group to requote to add a PLC since their quote was already higher and it was not for sure a valve would be needed at this time.

With the current programming, not all four well sites can run at the same time. This requires additional staff time for the water pumps to be "manually operated" and flushed on a regular basis in order for bacteria growth to remain in check and to ensure the pumps remain functional. With proper programming via a SCADA system, pumping operations can be programmed to alternately run on a daily or weekly basis so flushing large amounts of water would not be needed and eliminates the need to have well sites tested for bacteria growth as often. The SCADA system will not only reduce staff time but lowers pumping/lab testing costs while conserving water.

I would like to mention that all three quotes do include automated electronic reporting for various tasks such as total gallons pumped from each well or other items needed for state reporting requirements.

Finally, with a proper electronically controlled and monitored water system, any out of tolerance conditions, i.e. the water pump fails, loss of line power, a chlorine pump stops working, a chlorine tank gets low on chlorine, a generator doesn't start etc. etc. will result in immediate calls to appropriate personnel so we can immediately respond.

Though our Public Works Staff has done an outstanding job as far as maintaining and monitoring the existing water system, manually monitoring pumping operations is not a sustainable recommendation.

**FISCAL IMPACT**

\$89,950.00 plus a 10% contingency for unanticipated costs for a total of \$98,945.00 (which would be needed for any installation of this magnitude)

**RECOMMENDATION**

Staff recommends to enter into an agreement with Control Point for their cloud based Ignition software and point to point communication system at a cost of \$89,950 plus the 10% contingency for unanticipated costs for a total of \$98,945.00.

**EXHIBIT(S)**

- A) Automation Group Quote
- B) Telstar/Samsara Quote
- C) Control Point Quote



When you need peace of mind

Automation Group  
4400 Sisk Road  
Modesto, CA 95356

(888)475-2464

[AutomationGroup.com](http://AutomationGroup.com)

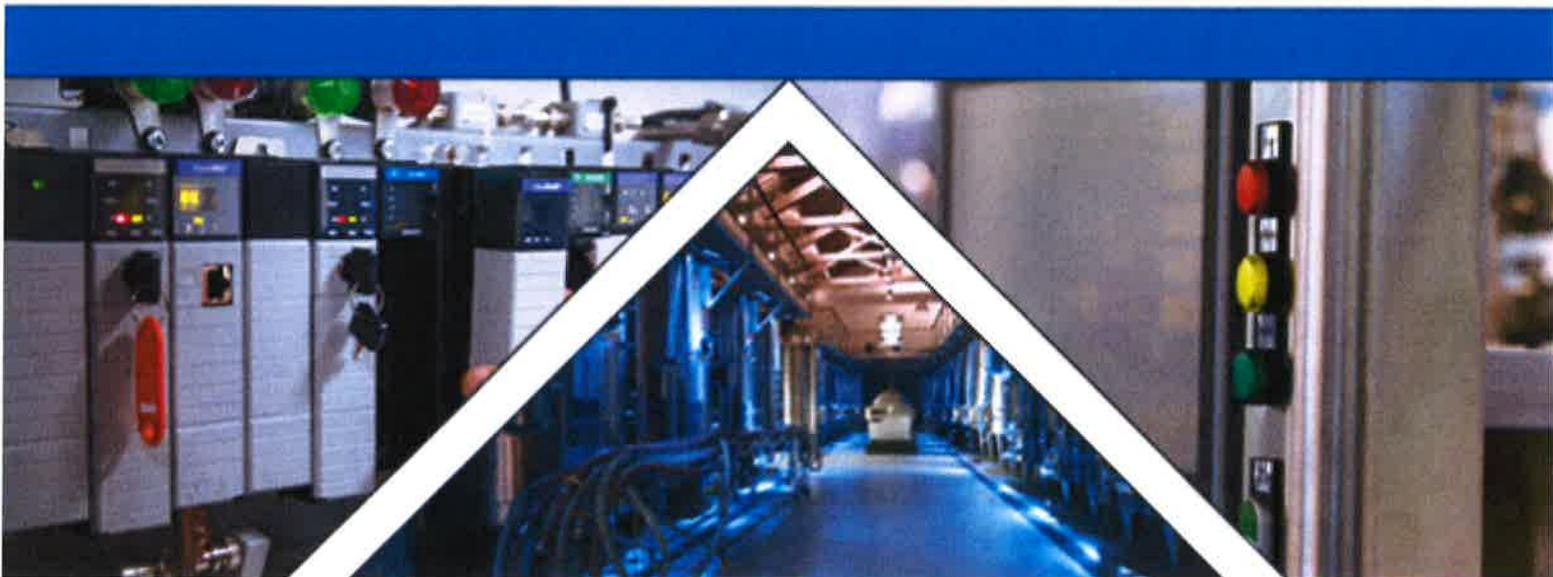
## Well Site Upgrades

City of Gustine

PO Box 16

Gustine, CA 95322

NOT YET SUBMITTED





When you need peace of mind

**QUOTE NUMBER**  
Q-COG0002 Rev 1

**VALID UNTIL**  
Apr 15, 2020 (PDT)

**DATE**  
Not yet submitted

**FROM**  
Will Gorkoff

**TO**  
Dan Arnold

**ADDRESS**  
Automation Group  
4400 Sisk Road  
Modesto, CA 95356

**ADDRESS**  
City of Gustine  
PO Box 16  
Gustine, CA 95322

**EMAIL**  
wgorkoff@automationgroup.com

**EMAIL**  
pwdirector@cityofgustine.com

**PHONE**  
209-566-5899

**PHONE**  
209-854-6471

Dear Dan Arnold,

This correspondence outlines the complete scopes of work you requested, including estimated fees.

## Well Site Upgrades

Description	Subtotal
<b>Controls Engineering</b> Controls Engineering support for system design and development.	\$54,912
<b>Control Panels</b> Custom control panel designed and fabricated to customer requirements.	\$18,784
<b>Hardware</b> Controls hardware as outlined in our scope.	\$16,272
<b>Software</b> As outlined in our scope.	\$7,135
<b>Total (Less tax &amp; freight)</b>	<b>\$97,103</b>

## SCOPE

The scope of this quotation is based on our job site visits, photos as well as our discussions. The City of Gustine has requested Automation Group upgrade the existing wireless SCADA communications between existing Well Sites 4, 5 and 7, the Water Tower, Maintenance Lab and City Hall. The proposed solution includes upgrading the existing Rugged PLC's to Allen Bradley MicroLogix 1100 with EtherNet communications, upgrade the existing wireless radios to EtherNet and installing Ignition SCADA software on customer provided server and three (3) clients also provided by the customer. The assumption is that this server will be installed in the existing server rack at city hall.

Automation Group will provide control system design documents, electrical drawings, and documentation. Our services include PLC, HMI and SCADA programming for the following:

Electrical installation to be provided by others.

Server to be provided by Mid-Valley IT at quoted cost to city of **\$11,556.80**

Antenna riser and mounting to be provided by others.

This quotation does not include any telemetry audits/reports, telemetry hardware other than EtherNet radios.

- **Well Site #4**

- Conduct site visit to create a device list (i.e. capture make/model information for all sensors and control devices), document existing device wiring, create a process functional description based on operator feedback, and document the expected local operator interface (i.e. HMI statuses and controls functionality)
- Upgrade the existing Rugged PLC to Allen Bradley and C-More HMI
- Upgrade the existing wireless radio to EtherNet wireless radio
- Provide electrical BOM and drawings for upgraded equipment

- **Well Site #5**

- Conduct site visit to create a device list (i.e. capture make/model information for all sensors and control devices), document existing device wiring, create a process functional description based on operator feedback, and document the expected local operator interface (i.e. HMI statuses and controls functionality)
- Upgrade the existing PLC panel mounted on front of the drive MCC door
  - New PLC enclosure mounted at same location
    - Allen Bradley PLC and C-More HMI
    - EtherNet wireless radio
- Provide electrical BOM and drawings for the new panel hardware

- **Well Site #7**

- Replace the existing wireless radio with same standard radio at the other sites.
- Update existing CAD electrical BOM and drawings (assumed available)

## SCOPE, continued

- **Water Tower**
  - Conduct site visit to create a device list (i.e. capture make/model information for all sensors and control devices), document existing device wiring, create a process functional description based on operator feedback, and document the expected local operator interface (i.e. HMI statuses and controls functionality)
  - Upgrade the existing PLC panel
    - New PLC enclosure mounted at same location
      - Allen Bradley PLC and C-More HMI
      - EtherNet wireless radio
  - Provide electrical BOM and drawings for the new panel hardware
  - **Server Site**
    - Install Ignition on new server provided by the City of Gustine
  - **Maintenance Lab**
    - Setup Ignition on three (3) clients
- **Software**
  - Ignition Custom Package (3 Clients)
    - Symbol Factory
    - Vision Module Limited
    - Allen Bradley Driver Suite
    - ControlLogix V21 + Driver
    - Alarm Notification Module
    - SMS Notification Module
    - Basic Care Contract (One year term)

- **Well Site # 4**

- (1) Surge Protector
- (1) MicroLogix 1100
- (1) Analog Combo Module
- (1) Touch Screen 6"
- (1) 24VDC power Supply
- (1) UPS
- (1) EtherNet Switch, 5 Port
- (1) EtherNet Wireless Radio
- (1) Antenna
- (AR) Circuit Protection

- **Well Site # 5**

- Control Panel Build
  - UL508A Listed
  - NFPA70E Compliant
  - Testing of each control point to point
  - All wires will have markers
  - All terminals will have labels
- (1) NEMA 12 Mild Steel Enclosure w/ back panel
  - (1) Surge Protector
  - (1) MicroLogix 1100
  - (1) Analog Combo Module
  - (1) Touch Screen 6"
  - (1) 24VDC power Supply
  - (1) UPS
  - (1) EtherNet Switch, 5 Port
  - (1) EtherNet Wireless Radio
  - (1) Antenna
  - (AR) Circuit Protection

- **Well Site # 7 Hardware**
  - (1) Ethernet Wireless Radio
  - (1) Antenna
- **Water Tower**
  - Control Panel Build
    - UL508A Listed
    - NFPA70E Compliant
    - Testing of each control point to point
    - All wires will have markers
    - All terminals will have labels
  - (1) NEMA 12 Mild Steel Enclosure w/ back panel
    - (1) Surge Protector
    - (1) MicroLogix 1100
    - (1) Analog Combo Module
    - (1) Touch Screen 6"
    - (1) 24VDC power Supply
    - (1) UPS
    - (1) EtherNet Switch, 5 Port
    - (1) EtherNet Wireless Radio
    - (1) Antenna
    - (AR) Circuit Protection
- **Server Site**
  - (1) EtherNet Wireless Radio
  - (1) Antenna
  - (3) Thin clients and associated hardware

## COMMISSIONING AND SCHEDULE

### COMMISSIONING

Nine (9) total days of onsite commissioning support (including travel) is included.

One (1) engineer for two (2), eight (8) hour days at Well Site 4

One (1) engineer for two (2), eight (8) hour days at Well Site 5

One (1) engineer for one (1), eight (8) hour day at Well Site 7

One (1) engineer for two (2), eight (8) hour days at Water Tower

One (1) engineer for two (2), eight (8) hour days at Main Server & Maintenance Lab

Any additional commissioning support time, if requested, including any travel expenses if applicable, will be billed at our standard hourly rate including overtime or double-time as necessary.

### SCHEDULE

This project is expected to be completed 8-10 weeks after receipt of purchase order. A firm schedule and invoicing milestones will be developed upon order acceptance.



# TERMS AND CONDITIONS

## EXCLUSIONS

- Tax and freight charges may apply.
- Any checkout, start-up, commissioning, and tuning unless listed above.
- Any warranty not stated above.
- Any permits.
- Any overtime or double-time not listed above.
- Any documentation not listed above.
- Any instrument calibrations or trouble shooting.
- Any work performed outside of normal business hours such as nights, weekends, holidays, etc.
- Any electrical, pneumatic, or mechanical installation not specifically listed above.
- Any additional labor due to delays by other contractors or production personnel.
- Any additional labor caused by improper operation or inadequate training.
- Any additional engineering, programming, design or drafting of any devices not specifically outlined above.
- Additional devices will be added by submitting change estimates for your approval.

## YOUR RESPONSIBILITY

Ultimate success is highly dependent on your efforts. To help achieve a smooth and successful implementation, it will be your responsibility to perform the following:

1. Provide accurate drawings and updates when applicable.
2. Provide scaling information for instrumentation when applicable.
3. Provide key personnel as required.
4. Provide accurate schedule information.

## TERMS

A 50% deposit is required before we begin. Progress payments will be billed monthly to 90%. The balance of 10% is due upon completion of Acceptance Testing. Net due in 30 days. A 1.5% service charge per month after 30 days of invoice (18%APR).

## ABOUT AUTOMATION GROUP



### WHO WE ARE

Automation Group serves the Food and Beverage industry and we serve it well. Our expertise with automation products combined with decades of process experience has lead us to the implementation of complex automation solutions across North America.

### WHAT WE DO

We create a best-in-class technology path for America's food and beverage manufacturers by integrating proven automation, networking and virtualization solutions.

### AWARDS



# Forbes



BUSINESS  
INSIDER



**Inc.**

**THRILLIST**

## CAPABILITIES

### ■ CODE DEVELOPMENT

We develop code for HMI (Human Machine Interfaces), PLC (Programmable Logic Controllers) and DCS (Distributed Control Systems). We have certified developers in all leading platforms.

### ■ AUTOMATION DESIGN

We use AutoCAD and other design tools to create schematics for automated control systems, networks and safety systems.

### ■ NETWORKING

We deploy the latest in network design and security for manufacturing environments to leverage IOT (Internet of Things) devices and systems. Our Cisco, Stratus and Thin Manager certified engineers do networking right.

### ■ VIRTUALIZATION

Today's manufacturing is almost all server-based. Manufacturers don't just want backup, they want full redundancy and fail-over. Automation Group is VMWare Data Center certified.

### ■ PROCESS

With nearly 100 automation professionals on staff, we have decades of hands-on experience in nearly every process control scenario you can think of. We work in some of the largest production facilities in the world.

### ■ BIG DATA

Modern data sets are so large that many companies struggle with capture, storage, analysis and reporting of data. We integrate control systems and BI (Business Intelligence), SQL (Structured Query Language), and MES (Manufacturing Execution System) to help maximize OEE (Overall Equipment Effectiveness) which has become the gold standard for measuring manufacturing productivity.

### ■ UL 508A CONTROL PANELS

We manufacture industrial control panels that carry the Underwriters Laboratory 508A mark as evidence to inspection authorities that the control panels we build comply with strict safety standards.



## SYSTEM INTEGRATOR PROGRAM

The system integrator program is designed to educate and produce highly-qualified system integrators who are committed to enhance their competencies and capabilities. The goal is to help you develop the best possible solution with the least amount of risk for your company.

Rockwell develops and promotes recognized system integrators and solution partners for system integrators who are committed to deliver the highest technical solution and customer service that lead with Rockwell Automation technologies. The recognized system integrators are resources who are best positioned to leverage Rockwell's technologies with a reduction in project risk. Solution partners possess the same traits but differentiate themselves with the ability to deliver across a broad geography.

In an increasingly competitive global marketplace, a focus for many industrial companies is to leverage technology to help sustain profitable business growth. Rockwell's program offers us the ability to enhance our competencies and capabilities across the following disciplines:

- Control
- Process
- Power
- Information Solutions
- Industrial IT

**Rockwell  
Automation**

**Recognized  
System  
Integrator**

*Control • Process*

## CLOSING

We appreciate the opportunity to offer this quote for your consideration.  
Please contact me with any questions or concerns.

Will Gorkoff

## CUSTOMER APPROVAL



\_\_\_\_\_  
Dan Arnold



## WARRANTY

### CONTROL PANELS

Automation Group warrants the workmanship on any control panel(s) we build to be free from defect for a period of one year commencing upon completion of a signed Acceptance Test. If for any reason the control panel(s) is not installed, commissioned or otherwise put into production, the warranty period shall begin (30) days after delivery of the control panel(s). Any modifications made to any portion of the control system(s) or work performed or created by Automation Group without written consent may, at Automation Group's sole discretion, be deemed to invalidate all warranties.

### CONTROLS ENGINEERING

Automation Group warrants the PLC & HMI programming we develop to be free from logic and/or configuration fault for a period of one year commencing upon completion of a signed Site Acceptance Test. Automation Group's warranty does not include the installation of vendor updates and/or patches, such as Service Packs, firmware upgrades, hot fixes or similar software that is written by OEM manufacturers. Any modifications made to any portion of the control system(s) or work performed or created by Automation Group without written consent may, at Automation Group's sole discretion, be deemed to invalidate all warranties.

### HARDWARE AND SOFTWARE

All hardware and software is limited to the original manufacturer's warranty. Automation Group's warranty does not include any labor required to replace hardware or software that is under the manufacturer's warranty.





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**CONTROL SYSTEM INTEGRATION • INSTRUMENTATION SERVICES  
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August 25, 2020

City of Gustine  
P.O. BOX 16  
Gustine, CA 95322

Sent via Email: [pwdirector@cityofgustine.com](mailto:pwdirector@cityofgustine.com)

Attn: Dan Arnold  
Subject: Well Site SCADA Upgrade  
Reference: SR#20-36962 R1

Drawings: N/A  
Specifications: N/A

Dear Dan,

Telstar Instruments ("Telstar") is pleased to provide a quote for the referenced project to the City of Gustine ("Customer"). Telstar will provide and install PLC, Samsara Gateway at locations per the City and Samsara Cloud Based SCADA.

**By accepting this proposal from Telstar, you agree to treat this as confidential information.**

**SCOPE OF SUPPLY / SERVICES**

1. Telstar will provide and install the following at Well Sites 4, 5 & 6:
  - a. One (1) MicroLogix 1400 PLC.
  - b. Two (2) 4 channel analog input modules.
  - c. One (1) 4 channel analog output module.
  - d. One (1) C-more touch screen HMI.
  - e. One (1) Samsara Unit with a license for 50 data inputs.
  - f. One (1) level sensor for the bulk chlorine tank (using existing tank port) at each well site.

***Note: Signal cable from chlorine bulk tank level sensor and generator status signal to PLC will be install by others.***

2. Telstar will install (1) 36X24X8 electrical enclosure at each Well Site (Well Sites 5 and 6).
3. Telstar will provide and install (1) Samsara Unit with a license for 50 data inputs and (1) level sensor for the bulk chlorine tank at well 7 using an existing available port on the bulk tank.  
***Signal cable from chlorine bulk tank level sensor and generator status signal to PLC will be install by others.***

1717 Solano Way, Unit 34, **Concord**, CA 94520 Phone 925-671-2888, Fax 925-671-9507  
4017 Vista Park Court, **Sacramento**, CA 95834 Phone 916-646-1999, Fax 916-646-1096  
202 South Douty Street, **Hanford**, CA 93230 Phone 559-584-7116, Fax 559-584-8028



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- 4. Telstar will provide and install (1) Samsara Unit with a license for 50 data inputs at the elevated water tank site. Telstar will terminate level signal at Samsara IoT Gateway. **Level signal to Samsara IoT Gateway enclosure to be provided by others.**
- 5. Well 4, 5, 6 and 7 Sites will have Samsara SCADA dashboard with each sites' data point of water line pressure (PSI), flow (GPM), generator status (ON/OFF), chlorine bulk tank level, chlorine pump status (ON/OFF) and well pump status with manual control (HOA).
- 6. Elevated water tank will have Samsara SCADA dashboard with tank level indication.
- 7. Well 4, 5, 6 and 7 will have programming to allow stagger operation of the Wells with user capability to choose well sequence and rotation schedule.
- 8. Telstar will terminate generator signal to PLC and program generator run status for use with SCADA. Each generator (Well Site 4,5,7) will be program into the Well Site's dashboard for status indication.
- 9. Telstar will program PLC control for Chlorine pump feed speed base on water flow. Chlorine pump speed feedback will be program into PLC for display on Well Site dashboard.

**Lump Sum Price for this Scope.....\$93,508.26**

**Optional Electrical**

- 1. Provide electrical cable and conduit for signal from chlorine bulk tank and generator to PLC cabinet.
- 2. Install electrical cable and conduit from level sensor of chlorine bulk tank to PLC cabinet
- 3. Install electrical cable and conduit from generator status termination to PLC cabinet

**Price for this Scope Option .....\$13,380.00**

Shipping and Handling for Telstar Supplied Materials **is not included.**

Sales Tax **is not included.**

This quotation is based on Customer's representation that this is a prevailing wage project.

**CLARIFICATIONS, EXCEPTIONS, AND EXCLUSIONS**

- a. This quotation is based on the inclusion of Telstar's standard Terms and Conditions as part of any purchase order, contract, or other agreement.
- b. Telstar's quotation includes only those items listed above. Requests for additions/deletions from our scope will require a change in the quoted price.
- c. Telstar assumes no responsibility for performance, applicability, compatibility, start-up, testing, or acceptance of any equipment not furnished by Telstar under this proposal.
- d. Telstar is supplying only equipment specified and noted above.



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- e. Please reference the above stated quote number in all correspondence and purchase orders.
- f. All cable and wire install for field device signals are install by other unless otherwise noted.
- g. Telstar will have provisions to terminate all PLC input signal. Telstar is not responsible if wiring for the signals are not available at the PLC control panel.
- h. Telstar is not responsible the signals are not available or not operational (equipment not working).
- i. Telstar is not responsible for providing contacts at the generator control panel for generator status signal.
- j. Telstar is not responsible for Chlorine pump install and available pump signals (input or output).

**TERMS AND CONDITIONS**

**Base Terms:** Quotation is valid for 30 days from the date of Telstar's quotation. Payment is due and payable 30 days from date of invoice. If payment is not received by the 30th day, a .05% daily service charge (18-3/4% per annum) will be charged on all accounts past due. In the event of a dispute concerning payment, attorney's fees, court costs and costs of collection will be paid to the prevailing party. The cost for permits and bonding are excluded unless expressly referenced in Telstar's quotation. Our standard insurance applies unless agreed to in writing by Telstar. Telstar's standard one year parts only warranty applies to this quotation. All other warranties, express or implied, or referenced elsewhere in contract documents are excluded, including but not limited to implied warranties of merchantability or fitness for purpose. Unless expressly stated in Telstar's estimate, this quote is based on standard straight time hours and does not include any prevailing wage rates. The price quoted herein is for the labor and materials specifically listed within the body of this quote. Service calls are charged at a 4-hour minimum per person, excluding travel time. Unless expressly stated in the quotation, training, operation and maintenance manuals, and preparation of as built drawings are excluded from Telstar's scope of work.

**Limitation of Liability:** (a) In no event shall Telstar, its suppliers or subcontractors be liable for special, indirect, incidental or consequential damages, whether in contract, warranty, tort, negligence, strict liability or otherwise, including, but not limited to, loss of profits or revenue, loss of use of the Equipment or any associated equipment, cost of capital, cost of substitute equipment, facilities or services, downtime costs, delays, and claims of customers of Customer, its officers, directors, members employees or any third parties for any damages. Telstar's liability for any claim whether in contract, warranty, tort, negligence, strict liability, or otherwise for any loss or damage arising out of, connected with, or resulting from this Agreement or the performance or breach thereof, or from the design, manufacture, sale, delivery, resale, repair, replacement, installation, technical direction of installation, inspection, operation or use of any equipment covered by or furnished under this Agreement, or from any services rendered in connection therewith, shall in no case exceed twenty-five percent (25%) of the purchase price allocable to the Equipment, part or Services that is the subject of the claim. (b) All causes of action against Telstar Instruments arising out of or relating to this Agreement or the performance or breach hereof shall be deemed barred unless brought within one year from the date of discovery or other accrual. (c) In no event, regardless of cause, shall Telstar Instruments be liable for liquidated damages, offsets or penalties of any kind or to indemnify, defend or hold harmless Customer, its officers, directors, members, employees or any third party, arising from or related to the Equipment and/or Services provided by Telstar.

**Force Majeure:** Telstar shall neither be liable for loss, damage, detention or delay nor be deemed to be in default for failure to perform when prevented from doing so by causes beyond its reasonable control including but not limited to acts of war (declared or undeclared), Acts of God, fire, strike, labor difficulties, acts or omissions of any governmental authority or of Customer, compliance with government regulations, insurrection or riot, embargo, delays or shortages in transportation or inability to obtain necessary labor, materials, or manufacturing facilities from usual sources or from defects or delays in the performance of its suppliers or subcontractors due to any of the



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foregoing enumerated causes. In the event of delay due to any such cause, the date of delivery will be extended by period equal to the delay plus a reasonable time to resume production, and the price will be adjusted to compensate Telstar Instruments for such delay.

**Cancellation:** In the event of cancellation by Customer, Customer agrees to fully reimburse and compensate Telstar for all costs associated with this Quotation or subsequent order, including but not limited to engineering, labor, materials, quote and estimating time, and product return fees, plus a ten percent (10%) markup to compensate for disruption in scheduling, planned production, indirect costs and profit. Payment for cancellation shall be due within ten (10) days from the date of submission of charges by Telstar.

**Entire Agreement:** This Quotation constitutes the entire agreement between Telstar and Customer. There are no agreements, understandings, restrictions, warranties, or representations between Telstar and Customer other than those set forth herein or herein provided. This Quotation may only be amended, changed or revised by a written amendment signed by an authorized representative of Telstar. No oral or implied agreements shall be of any force or affect.

**Precedence:** In the event Telstar is issued an authorization for work, Purchase Order, Contract or similar Agreement with conflicting Terms and Conditions than those set forth herein, these Terms and Conditions will shall take precedence and shall supersede any and all other conflicting Terms and Conditions.

**Submittals:** In the event Telstar receives a Notice to Proceed or a written statement to proceed with submittals, Telstar will be entitled to compensation based on percent of completion of submittal cost to Customer. Telstar will prepare only one set of submittals, and any resubmittals shall be subject to an additional charge for engineering time and other costs in preparing re-submittals.

**Prevailing Wages:** Telstar relies upon Customer's representations as to whether this Project requires payment of prevailing wages. Customer agrees to defend, indemnify and hold Telstar harmless from and against any and all claims, actions and demands, including but not limited to payment of legal fees, fines, back pay, and any penalties or interest, associated with Customer's inaccurate representation of whether prevailing wages are required to be paid.

**Bonding:** Cost of Bonding is not included. Contact Telstar for a quote if bonding is required.

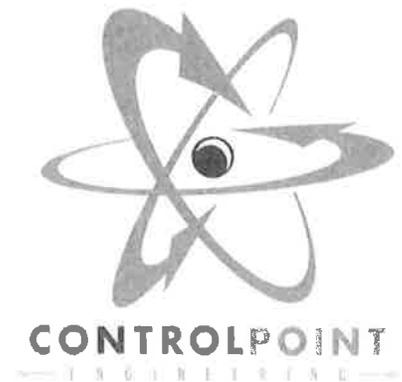
We look forward to working with you on this project. If you have any questions, please contact me at the phone number below.

Sincerely,

Sou Moua  
Project Manager  
Telstar Instruments  
(559) 410-5905 Cell

August 28, 2020

Mr. Dan Arnold  
Public Works Director  
City of Gustine  
352 5<sup>th</sup> Street  
Gustine, CA 95322  
{Delivered via email}



RE: **Proposal for Water System SCADA Upgrade**

Mr. Arnold:

This proposal for Professional Services with ControlPoint Engineering provides for an all-new Supervisory Control and Data Acquisition (SCADA) system for the City's Water System that includes upgrades throughout the City's water wells and at the elevated tank site. Our design includes a non-proprietary, Cloud-hosted Ignition® SCADA Server that is accessible from mobile devices, tablets, and desktops. We are offering to provide all materials, installation labor, system programming, radio configuration, and SCADA application development services required for a fully-operational system. The only cost we are asking the City to pick up is the annual \$360 cloud-hosting service fee.

Our core business is designing and installing industrial automation solutions for municipal water and wastewater systems throughout Northern California and Nevada. Our systems are non-proprietary, meaning any system integrator can maintain or expand the system. We will always be available for support, but the City will have the flexibility to have others work on the system. The City will not be beholden to us or locked in with us in any way.

We maintain \$2,000,000 general liability, \$2,000,000 professional liability, \$1,000,000 motor vehicle, and \$5,000,000 umbrella insurance policies and have a long list of clients who are happy with the Ignition® systems that we have designed and installed. We've included a client list in the appendix of this proposal and encourage the City to reach out to anyone in that list for their opinions on Ignition® software or our integration and engineering services.

### **Scope of Work**

Our scope of work includes the following:

1. Software
2. Materials
3. Installation Labor
4. SCADA Server Configuration
5. PLC Programming
6. Local OIT Development
7. SCADA Application Development
8. Documentation

### **Item 1: Software**

We will provide and install the latest version of Ignition® Software from Inductive Automation on a new, Cloud-hosted SCADA server. We will provide the software and it will be licensed to the City and the City will own it in their name.



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## Item 2: Materials

The materials we have specified for this project are as follows. Datasheets for each of these components are included as attachments.

### a. Cloud-hosted SCADA Server

The Cloud-based SCADA Server we are recommending is hosted in the United States, includes VMWare virtualization, solid state storage, unlimited bandwidth, built-in firewall management, and guaranteed 99.9% uptime. The technical specifications of the Cloud-based server is as follows: 4 vCores CPU (4 Intel Xeon E5 CPU's processors), 8 GB RAM, and a 160 GB SSD Hard Drive. The yearly cost for the Cloud-hosted SCADA Server is \$360.

### b. Programmable Logic Controller (PLC)

We have specified Allen-Bradley 1400 PLCs to replace the existing controllers at Well 4, Well 5, Well 6, and the Elevated Tank. The existing CompactLogix PLC at Well 7 will remain in place.

### c. Operator Interface Terminal (OIT)

Automation Direct C-more EA9-T7CL 7" touch panel display, 3 COM, 1 Ethernet, 2 USB, 24VDC. These OITs will be installed at Wells 4, 5, 6, and the Elevated Tank. The existing OIT at Well 7 will remain.

### d. Radios and Antennas

CalAmp Viper SC 200. These radios will replace the City's existing and aging Motorola radios and will operate on the same frequency that the Motorola units are operating (453.9125 Mhz). Per the FCC website, the City of Gustine is licensed through June 7, 2025 for up to 8 transmitting units at this frequency.

<https://wireless2.fcc.gov/UlsApp/UlsSearch/licenseFreqDetail.jsp?pageNumToReturn=1&freqType=null&licKey=1234298&keyFreq=16727112>

The CalAmp Viper units provide Ethernet connectivity, eliminating the need for a Polling Master PLC that serial-based connections require. The added benefit of staying at the same frequency is the existing Yagi antennas at Wells 4, 5, 6, and the Elevated Tank can remain in place. A new Yagi antenna will be installed at Well 7 and a new Omni antenna will be installed at City Hall. The antennas at each of the Well sites and the Elevated Tank will be directed to City Hall. The existing Serial Master Radio and PLC at the Waste Water Treatment Plant will be abandoned in place.

### e. Miscellaneous Control Panel Materials

We will provide and install new wire, relays, terminal blocks, fuses, and power supplies as needed in the existing control panels.

## Item 3: Installation Labor

ControlPoint will perform field installations, startup, and testing of the new control system. We will demonstrate all PLC, OIT, and SCADA functions and test each alarm from the field device through the new system and to a City cell phones or email address to verify functionality.

### Task 4: SCADA Server Configuration

ControlPoint staff will setup the new Cloud-based Server to serve as the City's dedicated SCADA server.

### Task 5: PLC Programming

ControlPoint will develop new Micrologix 1400 PLC programs in RSLogix 500 Software from Rockwell Automation (Allen-Bradley) to match the functionality of the existing Water System. The functionality will include



all of the features present in the existing PLCs. We are not providing City-wide well staging as part of this project.

### **Task 6: OIT Application Development**

We will develop a new OIT application in EA9 Programming Software for C-more® HMIs from Automation Direct per operational needs. The OIT application will be designed in collaboration with the City so it is fit-for-purpose. We anticipate simple well controls, setpoint manipulation capabilities, data presentation (flow, pressure, daily pump hours and starts, daily totals, etc.), and alarm annunciation.

### **Task 7: WTP SCADA Application Development**

ControlPoint staff will build an all-new SCADA Ignition® application to control and visualize the City's Water System.

### **Task 8: Documentation**

ControlPoint will provide:

8.1 **Design Drawings:** 11" x 17" PDF drawings for Wells 4, 5, and 6 and the Elevated Tank will be provided. These drawings will show the control panel's bill of materials and PLC wiring diagrams. We anticipate this drawing set to contain the following sheets:

- 8.1.1 Index & Legend Sheet
- 8.1.2 Control Panel Bill of Material
- 8.1.3 Control Panel Power Distribution Wiring Diagram
- 8.1.4 PLC Rack Layout
- 8.1.5 PLC Discrete Inputs
- 8.1.6 PLC Discrete Outputs
- 8.1.7 PLC Analog Inputs
- 8.1.8 PLC Analog Outputs

8.2 **Control Strategy Document:** We will provide a written control narrative document that describes the control system for each Well site and the Elevated Tank. The document will contain full I/O lists, process descriptions of the well sites and instrumentation, process setpoint ranges, alarm setpoint ranges, and complete alarms lists. This document is written for the benefit of the City's Operations staff and contains the roadmap for the PLC programmer to develop the code.

### **Exclusions**

The following are excluded from this project:

1. Items not specifically defined in this task list.
2. New or replacement instrumentation (transmitters, field devices, etc.)

### **Schedule & Budget**

Services under this scope of work provided by ControlPoint as outlined above will be provided for an estimated not-to-exceed cost of **\$89,950**, billed on a time and expense basis.

The budgets for the individual sub-tasks shown on the next page are estimates only. The individual budget items may be re-distributed by ControlPoint as needed for project completion, provided the overall budget is not exceeded.

This proposal assumes a construction schedule of 120 working days.



**Fee Schedule by Site**  
(see Attachment 1 for more detail)

Site 1	Cloud	\$23,800
Site 2	Elevated Tank	\$19,900
Site 3	Well 4	\$14,950
Site 4	Well 5	\$16,400
Site 5	Well 6	\$15,400
Site 6	Well 7	\$8,500
Direct Costs	Mileage & Expenses	included
<b>Total</b>		<b>\$89,950</b>

**Attachments**

1. Project Task List & Fees
2. Budget Distribution by Site
3. Budget Distribution by Category
4. ControlPoint Engineering Ignition® Installation Locations
5. ControlPoint Engineering Ignition® Project References
6. Example Control Panel Drawings
7. Example Control Narrative Document
8. SCADA Server Datasheet
9. SCADA Software Datasheet
10. Programmable Logic Controller (PLC) Datasheet
11. Operator Interface Terminal (OIT) Datasheet
12. Radio Transceiver Datasheet
13. Rate Sheet 2020
14. Key Staff Resumes
15. Evidence of Insurance
16. California Professional Engineer License
17. Signed W-9 Form

Please do not hesitate to contact us if you have any questions or would like to discuss this proposal further.

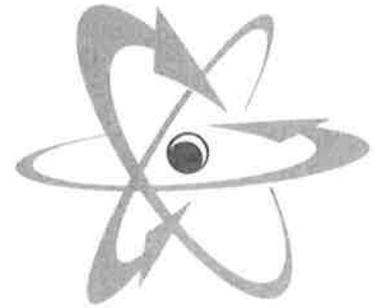
Sincerely,



Jeremy Pollet, P.E.  
President  
ControlPoint Engineering, Inc.  
3941 Park Drive, Unit 20-652  
El Dorado Hills, CA 95762  
916.817.1376 phone  
916.337.9697 cell  
jeremy.pollet@controlpointeng.com  
www.controlpointeng.com



*Attachment 1*



**CONTROLPOINT**  
— LOGISTICS —

**Task List & Fees**

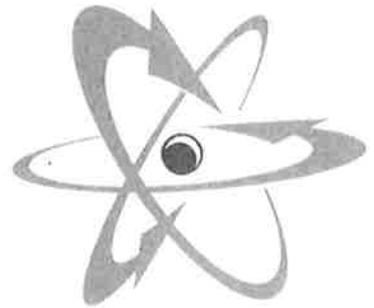


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**City of Gustine**  
**Water System SCADA Upgrade Task List & Costs**  
**Submitted by ControlPoint Engineering, Inc.**  
**August 28, 2020**

	Description	Cost
<b>Site 1</b>	<b>Cloud</b>	<b>\$23,800</b>
1.01	Cloud-hosted Server (\$360/year hosting cost to be paid by the City)	\$0
1.02	Ignition® Perspective SCADA Software with Alarm Notifications Module	\$8,800
1.03	SCADA Server Setup and Configuration	\$5,000
1.04	SCADA Application Development	\$10,000
<b>Site 2</b>	<b>Elevated Tank</b>	<b>\$10,900</b>
2.01	Programmable Logic Controller (PLC) with Analog Input Card (Allen-Bradley MicroLogix 1400)	\$1,000
2.02	7" Color Operator Interface Terminal (OIT) (Automation Direct)	\$600
2.03	CalAmpViper SC 200 Radio (Serial + Ethernet)	\$1,500
2.04	Radio Coax (from radio transceiver to antenna)	\$250
2.05	Radio Antenna (OMNI) to be mounted on existing Pole	\$250
2.06	24VDC Power Supply (Automation Direct)	\$150
2.07	Ethernet Switch (Automation Direct)	\$100
2.08	Backup Battery Charger with Alarm Outputs (Automation Direct)	\$150
2.09	Relays, Panduit, Terminal Blocks, Wire, Wire Labels, etc.	\$150
2.10	Installation Labor (replace PLC & radio, install OMNI antenna, install OIT, loopchecks, function test)	\$3,000
2.11	PLC Programming	\$1,000
2.12	Local OIT Application Development	\$1,000
2.13	SCADA Application Development	\$1,000
2.14	Documentation: Control Panel Drawings, Control Strategy Document	\$750
<b>Site 3</b>	<b>Well 4</b>	<b>\$14,950</b>
3.01	Programmable Logic Controller (PLC) with Analog Input Card (Allen-Bradley MicroLogix 1400)	\$1,000
3.02	7" Color Operator Interface Terminal (OIT) (Automation Direct)	\$600
3.03	CalAmpViper SC 200 Radio (Serial + Ethernet)	\$1,500
3.04	24VDC Power Supply (Automation Direct)	\$150
3.05	Ethernet Switch (Automation Direct)	\$100
3.06	Backup Battery Charger (Automation Direct)	\$200
3.07	Relays, Panduit, Terminal Blocks, Wire, Wire Labels, etc.	\$150
3.08	Installation Labor (replace PLC & radio, install OIT, loopchecks, function testing, redirect radio antenna to Elevated Tank)	\$3,500
3.09	PLC Programming	\$2,500
3.10	Local OIT Application Development	\$2,000
3.11	SCADA Application Development	\$2,500
3.12	Documentation: Control Panel Drawings, Control Strategy Document	\$750
<b>Site 4</b>	<b>Well 5</b>	<b>\$16,400</b>
4.01	Programmable Logic Controller (PLC) with Analog Input Card (Allen-Bradley MicroLogix 1400)	\$1,000
4.02	7" Color Operator Interface Terminal (OIT) (Automation Direct)	\$600
4.03	CalAmpViper SC 200 Radio (Serial + Ethernet)	\$1,500
4.04	24VDC Power Supply (Automation Direct)	\$150
4.05	Ethernet Switch (Automation Direct)	\$100
4.06	Backup Battery Charger with Alarm Outputs (Automation Direct)	\$150
4.07	Relays, Panduit, Terminal Blocks, Wire, Wire Labels, etc.	\$150
4.08	New Control Panel Enclosure (to replace existing)	\$500
4.09	Installation Labor (install new enclosure with new PLC, radio, & OIT, loopchecks, function testing, redirect radio antenna to Elevated Tank)	\$4,500
4.10	PLC Programming	\$2,500
4.11	Local OIT Application Development	\$2,000
4.12	SCADA Application Development	\$2,500
4.13	Documentation: Control Panel Drawings, Control Strategy Document	\$750
<b>Site 5</b>	<b>Well 6</b>	<b>\$15,400</b>
5.01	Programmable Logic Controller (PLC) with Analog Input Card (Allen-Bradley MicroLogix 1400)	\$1,000
5.02	7" Color Operator Interface Terminal (OIT) (Automation Direct)	\$600
5.03	CalAmpViper SC 200 Radio (Serial + Ethernet)	\$1,500
5.04	24VDC Power Supply (Automation Direct)	\$150
5.05	Ethernet Switch (Automation Direct)	\$100
5.06	Backup Battery Charger with Alarm Outputs (Automation Direct)	\$150
5.07	Relays, Panduit, Terminal Blocks, Wire, Wire Labels, etc.	\$150
5.08	Installation Labor (install new PLC, radio, & OIT, loopchecks, function testing, redirect radio antenna to Elevated Tank)	\$4,000
5.09	PLC Programming	\$2,500
5.10	Local OIT Application Development	\$2,000
5.11	SCADA Application Development	\$2,500
5.12	Documentation: Control Panel Drawings, Control Strategy Document	\$750
<b>Site 6</b>	<b>Well 7</b>	<b>\$8,500</b>
6.01	CalAmpViper SC 200 Radio (Serial + Ethernet)	\$1,500
6.02	Radio Coax (from radio transceiver to antenna)	\$250
6.03	Radio Antenna (YAGI) and Pole	\$500
6.04	24VDC Power Supply (Automation Direct)	\$150
6.05	Ethernet Switch (Automation Direct)	\$100
6.06	Panduit, Terminal Blocks, Wire, Wire Labels, etc.	\$500
6.07	Installation Labor (install new radio, coax, antenna pole, and antenna, direct antenna to the Elevated Tank)	\$2,500
6.08	SCADA Application Development	\$3,000
	<b>TOTAL</b>	<b>\$89,950</b>

## *Attachment 2*



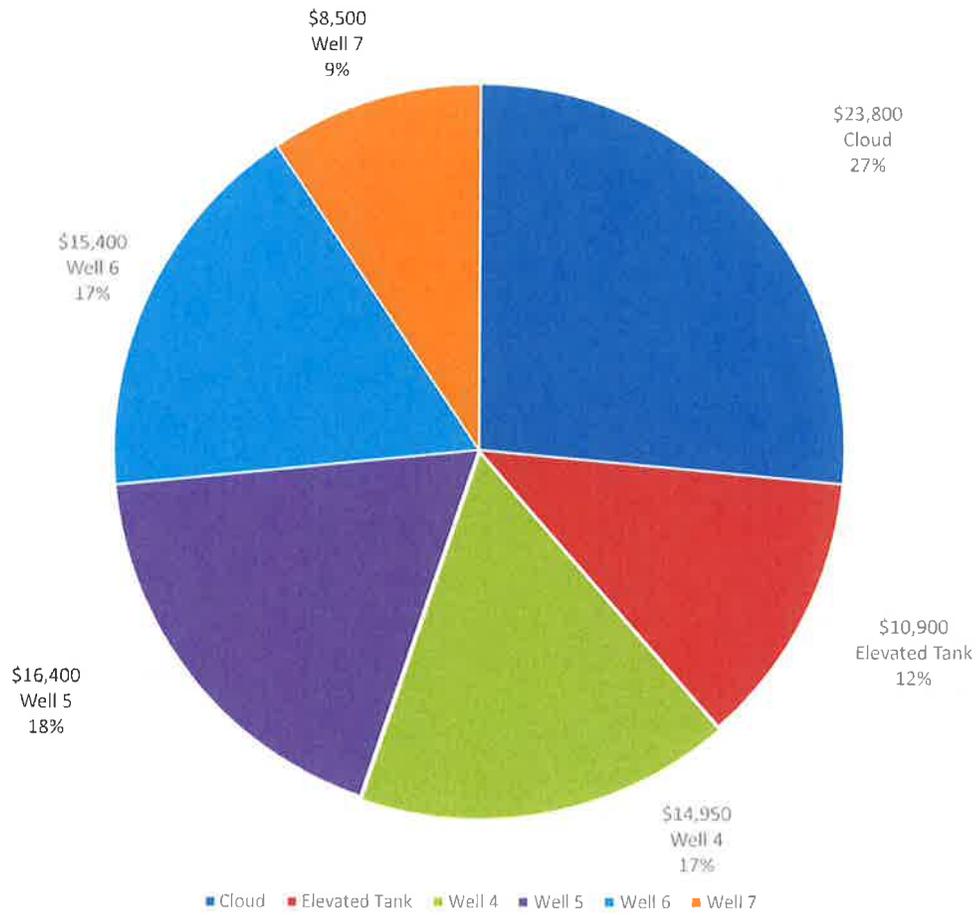
**CONTROLPOINT**  
ENGINEERING

## **Budget Distribution by Site**

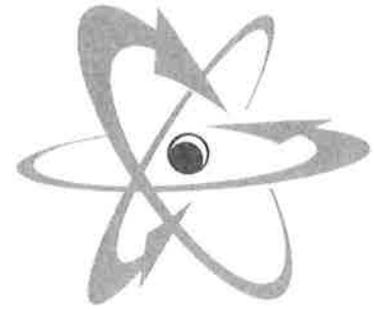


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### Budget Distribution By Site



*Attachment 3*



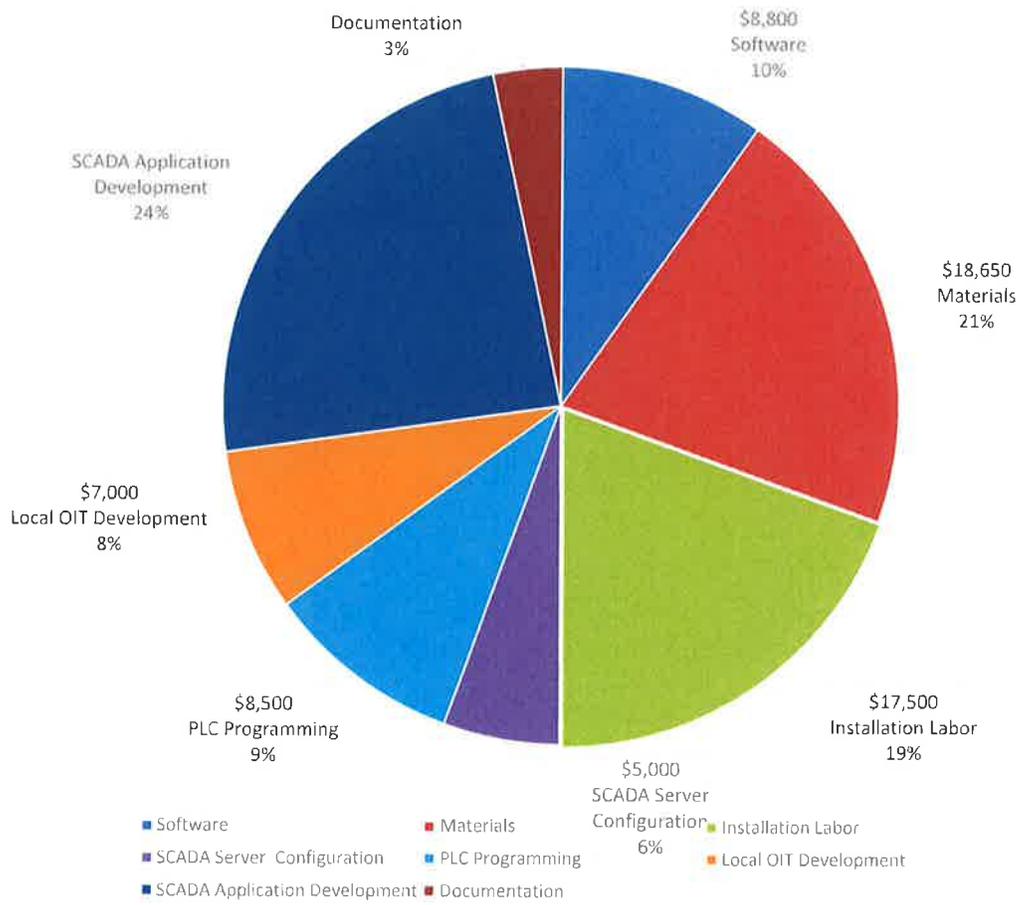
**CONTROLPOINT**  
— ENGINEERING —

**Budget Distribution by Category**



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### Budget Distribution By Category



*Attachment 4*



**ControlPoint Ignition® Installation Locations**



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## Ignition SCADA Software Installation Locations by ControlPoint Engineering Staff

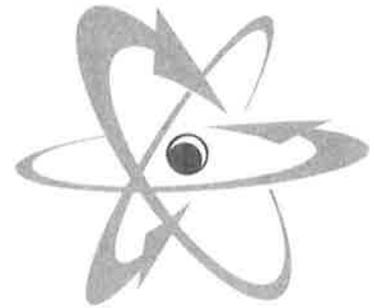


### Legend

- |  |  |
|--|--|
| 1. City of Davis                         | 11. City of Auburn                             |
| 2. City of Merced                        | 12. Placer County Sewer Maintenance District 1 |
| 3. City of Reno                          | 13. Las Cumbres Water Company                  |
| 4. Northstar Community Services District | 14. City of Dixon                              |
| 5. City of Lincoln                       | 15. Donner Summit WWTP                         |
| 6. City of Williams                      | 16. Donner Summit WTP                          |
| 7. City of Bishop                        | 17. City of Biggs                              |
| 8. City of Dinuba                        | 18. City of Woodlake                           |
| 9. City of Jackson                       | 19. Weimar Water Company                       |
| 10. Graton Resort & Casino               |  |



*Attachment 5*



**CONTROLPOINT**  
—ENGINEERING—

**ControlPoint Ignition® Project References**



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Ignition SCADA Software Installations by ControlPoint Engineering Staff

Client	System	Address	Contact Name	Contact Title	Contact Phone	Contact Email	Number and Types of PLCs
1 City of Davis	Water System, Waste Water Collections, Storm Drain Stations	1717 5th St Davis, CA 95616	Robin Whiting	SCADA Manager	530-908-7800	RWhiting@cityofdavis.org	40+ Allen-Bradley Micrologix 1100/1400s, SLC5/05s
2 City of Merced	Water System	1776 Grogan Ave Merced, CA 95341	Inhnie Baptista	Public Works Manager	209-384-4180	baptista@cityofmerced.nig	30+ Allen-Bradley Micrologix 1400/1400s, SLC5/05s
3 City of Reno	Waste Water Collections System	1 E 1st St #800 Reno, NV 89501	Dustin Water	City Engineer	775-321-8352	dwaters@reno.gov	30+ Allen-Bradley Micrologix 1400s
4 Northstar Community Services District	Water and Wastewater Collection & Treatment	900 Northstar Dr Truckee, CA 96161	Eric Martin	Engineering Manager	530-550-6133	ericm@northstarcسد.org	25+ Allen-Bradley ControlLogix, CompactLogix, Micrologix 1100/1500s, SLC5/05s
5 City of Lincoln	Waste Water Treatment Plant	1245 Fiddymnt Rd Lincoln, CA 95648	Gary Hengst	Operations Supervisor	916-540-6591	garyhengst@stntec.com	20+ Allen-Bradley ControlLogix, Micrologix 1100/1400s, SLC5/05s
6 City of Williams	Waste Water Treatment Plant	735 7th St Williams, CA 95987	Pete Garcia	Chief Plant Operator	530-723-0034	pgarcia@cityofwilliams.org	10 Allen-Bradley CompactLogix/Micrologix 1100/1400s
7 City of Bishop	Water System, Waste Water Collections, Storm Drain Stations	377 W Line St Bishop, CA 93514	Dixon Dixon	Public Works Superintendent	760-937-1335	ddixon@cityofbishop.com	8 Allen-Bradley Micrologix 1100/1400s
8 City of Dinuba	Waste Water Treatment Plant	6675 Avenue 412 Dinuba, CA 93618	Ray Walker	Facilities Supervisor	559-591-5905	rwalker@dinuba.ca.gov	7 Allen-Bradley CompactLogix, Micrologix 1100/1400s
9 City of Jackson	Waste Water Treatment Plant	39 North Highway 49 #88 Jackson, CA 95642	Eric Neuschmid	Chief Plant Operator	209-223-1607	neuschmid@jackson-city@gmail.com	5 Allen-Bradley CompactLogix, Micrologix 1400
10 Graton Resort & Casino	Waste Water Treatment Plant	Golf Course Drive West Rohnert Park, CA	Josh Brown	Operations Manager	916-420-1966	jbrown@aqualitywm.com	5 Allen-Bradley CompactLogix, Micrologix 1100/1400s
11 City of Auburn	Waste Water Treatment Plant	10441 Ophir Rd Auburn, CA 95603	Gregory Whitfong	Plant Supervisor	530-889-0624	Gregory.Whitfong@CH2M.com	4 Allen-Bradley CompactLogix
12 Placer County Sewer Maintenance District 1	Waste Water Treatment Plant	Joeger / Meadow Glen Roads Auburn, CA	Gary Hengst	Operations Supervisor	916-540-6591	garyhengst@stntec.com	2 Allen-Bradley CompactLogix, SLC5/05s
13 Las Cumbres Water Company	Water Treatment Plant	18240 Las Cumbres Road Los Gatos, CA 95033	Beverly Politzer	Vice President	408-406-6366	beverly10@aol.com	2 Allen-Bradley CompactLogix, Micrologix 1400s
14 City of Dixon	Waste Water Treatment Plant	600 C A St Dixon, CA 95620	Sandy Jones	Chief Plant Operator	707-678-7059	sjones@ci.dixon.ca.us	3 Allen-Bradley CompactLogix, Micrologix 1100s
15 Donner Summit WWTP	Waste Water Treatment Plant	53823 Sherritt Ln Soda Springs, CA 95728	Tom Skjelstad	General Manager	530-426-3456	Tskjelstad@dkpud.com	2 Allen-Bradley Micrologix 1400s
16 Donner Summit WTP	Water Treatment Plant	53823 Sherritt Ln Soda Springs, CA 95728	Tom Skjelstad	General Manager	530-426-3456	Tskjelstad@dkpud.com	2 Allen-Bradley Micrologix 1400s
17 City of Riggs	Waste Water Treatment Plant	2075 Wiggs-Sundley Rd Riggs, CA 95917	Mark Smrosen	City Administrator	530-868-0100	mark@biggs-ra.gov	2 Allen-Bradley CompactLogix
18 City of Woodlake	Water and Wastewater Collection & Treatment	350 N Valencia Ave Woodlake, CA 93286	Shane Headrick	Chief Operator	559-564-8055	shcdrick@ci.woodlake.ca.us	10+ Allen-Bradley ControlLogix, Micrologix 1100/1400s
19 Weimar Water Company	Water Treatment Plant	21540 Snooks Road Colusa, CA 95611	Gerry Labudde	General Manager	530-637-4441	glabudde@hydrus-engineering.com	1 Allen-Bradley Micrologix 1100





ITEM NO. 10

## COUNCIL AGENDA ITEM

### SEPTEMBER 15, 2020

**PREPARED BY:** Ruben Chavez, Chief of Police

**SUBJECT:** Discussion and Direction on Police Response to Feral Cats

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#### **BACKGROUND/DISCUSSION**

The Gustine Police Department occasionally receives calls for service regarding feral cats within the City. There are currently no municipal codes or regulations that address feral cats. The standard practice has been to not respond to calls involving feral cats, unless the animal poses a threat to the public. There are state regulations, (California Code of Regulations Title 14, Section 251.1) however, that cover the feeding of feral cats, which is unlawful and causes the animal to become dependent on the food source.

#### **RECOMMENDATION**

City Council to direct staff on how to respond to calls regarding feral cats.

**APPROVED BY:**

---

DOUG DUNFORD, CITY MANAGER



ITEM NO.11

## COUNCIL AGENDA ITEM

SEPTEMBER 15, 2020

**PREPARED BY:** Doug Dunford, City Manager

**SUBJECT: Waive the Second Reading and Adopt Ordinance to Amend Sections 11-5-162, 11-5-166, 11-5-167, and 11-5-168 of the Gustine Municipal Code Related To Discontinuance of Water Service for Nonpayment**

---

### BACKGROUND

Staff presented to Council at the August 18, 2020 City Council meeting an amendment to the Gustine Municipal Code relating to Water Shutoffs for nonpayment. The first reading was waived and the amendment was approved by a 5-0 vote to amend the Municipal Code for water shutoff for nonpayment.

In Fall 2018, former Governor Jerry Brown signed SB 998, the Water Shutoff Protection Act (the "Act" or "SB 998"). The purpose of the Act was to provide additional procedural protections to residential water customers before the discontinuation of water service. The Act is codified at Health & Safety Code § 116900, *et seq.* and expands on existing procedural safeguards contained in the Public Utilities Code and Government Code relating to utility service disconnections. Local jurisdictions have been required to comply with the act on and after February 1, 2020.

SB 998 applies to all "urban and community water systems." An urban and community water system is any public or private water system that supplies water to more than 200 service connections. The City, having more than 200 service connections, meets this requirement and is thus subject to the provisions of the Act.

Under the Act, a water system must adopt a written policy on discontinuation of water service for nonpayment and make it available on the water system's website, if it has one. The policy must be available in English, Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by ten percent or more people within the system's service area.

More significantly, the Act requires that payments for residential water service must be delinquent for at least sixty (60) days before a water system may discontinue residential water service. The Act specifies certain substantive and procedural requirements for providing notice prior to discontinuing residential water service. Additionally, the Act prohibits discontinuance of water service, even if there has been a delinquent account for at least sixty days, in the event of certain medical or financial circumstances. In those

situations, the City may not discontinue residential water service if the customer is willing to enter into an amortization agreement, alternative payment schedule, or a plan for deferred or reduced payment with respect to all delinquent charges and submits certain required information.

### **DISCUSSION**

The proposed ordinance amends certain sections of the Gustine Municipal Code pertaining to discontinuance of water service due to nonpayment in order to comply with SB 998. Some provisions of the City's water ordinance have not been amended since 1966, and do not reflect current City best practice or State law requirements on notice. The proposed amendments remove language that water may be shutoff after 5 days of nonpayment, and instead state that discontinuance of residential water service shall comply with the applicable provisions of State law and the City's policy on discontinuance of water service.

Nothing in the proposed ordinance supersedes, cancels, or otherwise modifies the state and local emergency orders in effect prohibiting certain water shut-offs during the current COVID-19 pandemic. The proposed ordinance does not affect the City Council's May 5, 2020 Urgency Ordinance waiving late fees and penalties for nonpayment of water and sewer service.

### **FISCAL IMPACT**

There is no fiscal impact at this time. In the event of potential discontinuance of water service due to nonpayment, additional staff time and costs for noticing may be required and accommodations for alternative payment plans.

### **RECOMMENDATION**

Adopt the Ordinance and Waive Further Reading of Ordinance No. 2020-XXX to Amend Sections 11-5-162, 11-5-166, 11-5-167, And 11-5-168 Of The Gustine Municipal Code Related To Discontinuance Of Water Service For Nonpayment

### **EXHIBIT(S)**

A.) Ordinance No. 2020-XXX

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GUSTINE  
TO AMEND SECTIONS 11-5-162, 11-5-166, 11-5-167, AND 11-5-  
168 OF THE GUSTINE MUNICIPAL CODE RELATED TO  
DISCONTINUANCE OF WATER SERVICE FOR NONPAYMENT**

**WHEREAS**, the Legislature enacted Senate Bill 998 to impose certain procedures and safeguards prior to discontinuance of residential water service; and

**WHEREAS**, the City Council of the City of Gustine desires to update the Gustine Municipal Code to reflect state law changes and better serve the City's needs.

**NOW, THEREFORE**, the City Council of the City of Gustine does ordain as follows:

**SECTION 1.** The City Council hereby repeals and replaces Section 11-5-162 of the Gustine Municipal Code to read as follows:

**Sec. 11-5-162. - Nonpayment of water bills; notice to consumer.**

Charges for water service and use become delinquent if not paid on or before the last day of the month billed. If a bill for services becomes delinquent, the finance department shall send the user a written notice regarding discontinuance of water service that shall comply with the requirements set forth in Public Utilities Code Sections 10009 et seq. and Health and Safety Code Sections 116900 et seq., as applicable and as those sections may be amended, and the City's policy on discontinuation of water service.

**SECTION 2.** The City Council hereby repeals and replaces Section 11-5-166 of the Gustine Municipal Code to read as follows:

**Sec. 11-5-166. - Turning on of water after service is discontinued.**

Where a service has been discontinued for nonpayment of bills and the owner or consumer has turned the water on again, or permitted the water to be turned on at the service, without authorization and without paying the delinquent charges and any other fees which may be due, the City may turn off and lock the meter, and a charge as established by resolution shall be made to turn on the service.

**SECTION 3.** The City Council hereby repeals and replaces Section 11-5-167 of the Gustine Municipal Code to read as follows:

**Sec. 11-5-167. - Discontinuance of water service.**

On failure to comply with the rules and regulations established as a condition of the use of water, or to pay the rates or any penalty imposed in the time and manner provided by this article, water may be shut off on any and all services where the delinquent consumer is being supplied with water, until payment of all amounts due is made with additional charges for reconnection as established by resolution. Discontinuance of residential water service shall comply with the requirements set forth in Public Utilities Code Sections 10009 et seq. and Health

and Safety Code Sections 11 6900 et seq., as applicable and as those sections may be amended, and the City's policy on discontinuation of water service.

**SECTION 4.** The City Council hereby repeals and replaces Section 11-5-168 of the Gustine Municipal Code to read as follows:

**Sec. 11-5-168. - Adjustment of complaints.**

The department of finance shall have the power to adjust complaints, and in the event of any dispute as to the water charges to be paid by any water consumer, the finance department shall determine the charges. The handling of complaints, requests for investigation, requests for payment arrangements, and appeals relating to discontinuance of residential water service for nonpayment shall be handled in accordance with the City's policy on discontinuation of water service.

**SECTION 5.** This Ordinance shall take effect thirty (30) days after its adoption.

**SECTION 6:** The City Clerk shall publish this Ordinance as required by law.

**SECTION 7:** If any section, subsection, subdivision, sentence, clause, phrase or portion of this ordinance, or the application thereof to any person or place, if for any reason held to be unconstitutional or invalid by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or places.

I, Melanie Correa, Deputy City Clerk of the City of Gustine, hereby certify the foregoing Ordinance was introduced on August 18, 2020 and second reading and adoption was approved on the 15<sup>th</sup> day of September, 2020, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

APPROVED

\_\_\_\_\_  
PATRICK NAGY, MAYOR

ATTEST

\_\_\_\_\_  
MELANIE CORREA, DEPUTY CITY CLERK



## COUNCIL AGENDA ITEM

SEPTEMBER 15, 2020

**PREPARED BY:** Ruben Chavez, Chief of Police

**SUBJECT:** **City Council to Authorize the City Manager to Accept the California Violence and Intervention Program (CalVIP) Grant in the Amount of \$593,487.00 and Approve the New Employee Classification**

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### BACKGROUND/DISCUSSION

The safety of the public has traditionally been the primary goal of law enforcement. Over the years, research into the traditional methods of keeping the community safe has evolved into utilizing best practices during the times society has the biggest influence on our youth. To have the greatest impact on crime and criminal behavior, empirical evidence reveals that programs focusing on youth have proven successful and statistics show a higher percentage grow up to be productive members of our society.

The State of California, through the Board of State and Community Corrections, provides grant funding to municipalities, both large and small, when proposals to reduce crime and violence in their respective jurisdictions are outlined. The California Violence and Intervention Program, also known as CalVIP, solicits applications for grant funds.

The City of Gustine wishes to replicate a successfully proven program which was first introduced by the Livingston Police Department in 2014. The Program focused heavily on mental wellness, psychological wellbeing, and overcoming the challenges of adolescence. This successful program referred to as Mental Health and Police in Schools (MAPS) garnered state recognition as the recipient of the James Q. Wilson Award for Excellence in Community Policing. "Guiding our youth in the right direction" was the programs overall goal and objective.

The City of Gustine, through Capital Advocacy Partners, applied for CalVIP funding in the amount of \$593,487.00 to fund a similar program. The Program, referred to as Gustine Mental Health and Programming in Schools (MAPS), will be a collaborative effort with many public, private, and non-profit organizations within the region to join forces and have the biggest positive impact on the lives of our youth. Those partnering for this program include the City of Gustine, the Gustine Police Department, the Gustine Unified School District, Legacy Health Foundation, First Behavior Health Urgent Care Center, and the Merced County Probation Department.

For the Gustine MAPS Program, an advisory council has been selected from the various stake holders invested in this program who will help facilitate the programs

implementation and on-going operations. In addition, the City has recruited retired Merced County Probation Chief Jeff Kettering as an evaluator. Although retired, Chief Kettering is working full time as an adjunct professor for California State University Stanislaus. He will provide insight and feedback on the program. The funding for the program additionally includes the recruitment and hiring of a youth services program manager to facilitate all the components of the program. The project manager will operate under the supervision of the police department. The City currently lacks a classification of "Youth Services Program Manger" and the City will need to approve the classification and associated salary and benefits.

On September 10, 2020, the City of Gustine was officially notified that the Gustine MAPS CalVIP Grant was approved for funding in the amount of \$593,487.00. As is the case with most grant funding, this requires a one-for-one dollar match for all expenditures not to exceed \$594,863.00. The total grant amount is \$1,188, 350.00. There were only six small cities and nine larger cities whose grants applications were approved. The other small cities were Grass Valley, Greenfield, King City, Marysville, and Parlier.

### **FISCAL IMPACT**

The impact to the City will all be related to the salaries of those employees involved in this program. Those include: Chief Ruben Chavez, Lieutenant Sam Joseph, Corporal Francisco Martinez, Finance Manager Jas Biring, and Account Clerk Alexandria Viramontes. The total matching funds are approximately \$223,134.00 for these city employees' salaries who will be involved in the program. There are no additional or anticipated costs associated with this grant.

### **RECOMMENDATION**

Staff recommends that City Council authorize the City Manager to accept the California Violence and Intervention Program (CalVIP) Grant in the amount of \$593,487.00 and approve the addition of the classification "Youth Services Project Manager" to manage this grant and obligated responsibilities.

### **EXHIBIT(S)**

- A.) CalVIP Resolution
- B.) Proposal Coversheet
- C.) CalVIP Grant Application
- D.) Youth Services Project Manager Classification
- E.) CalVIP Program Budget

**APPROVED BY:** \_\_\_\_\_

DOUG DUNFORD, CITY MANAGER

**RESOLUTION 2020-XXXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUSTINE  
AUTHORIZING THE CITY MANAGER TO EXECUTE THE ACCEPTANCE OF CALIFORNIA  
VIOLENCE & PREVENTION (CalVIP) GRANT IN THE AMOUNT OF \$593,487.00**

**WHEREAS**, the City of Gustine submitted to the California Board and State Community Corrections referred to as the CalVIP Grant: and

**WHEREAS**, the California Board and State Community Services approved the grant in the amount of \$593,487.00 in a one-for-one dollar match with the total grant funding in the amount of \$1,188,350.00; and

**WHEREAS**, the City of Gustine's governing body must provide authority to the authorized representative signing the grant to accept and execute the acceptance of the grant; and

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Gustine that it does hereby authorize the City Manager to execute said document.

**THE FOREGOING RESOLUTION** was adopted at a regular meeting of the City Council of the City of Gustine the 15<sup>th</sup> day of September, 2020 and passed at said meeting by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**APPROVED**

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Patrick Nagy, Mayor  
of the City of Gustine

**ATTEST**

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Melanie Correa, Deputy City Clerk  
of the City of Gustine

# **California Violence Intervention and Prevention (CalVIP) Grant**

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## **CalVIP Proposal Cover Sheet**

**Submitted by:**  
The City of Gustine

**Grant Dollars Requested:**  
\$593,487

**Date Submitted:**  
May 27, 2020

## CalVIP Proposal Checklist

A complete proposal package for funding under the CalVIP Grant Program must contain the following items:

	<b>Required Items:</b>	<b>X</b>
1	Completed Cover Sheet (previous page)	<input checked="" type="checkbox"/>
2	CalVIP Proposal Checklist (this page) <ul style="list-style-type: none"> <li>• <i>Originally signed in blue ink by the authorized signatory (no stamped signatures)</i></li> </ul>	<input checked="" type="checkbox"/>
3	Applicant Information Form <ul style="list-style-type: none"> <li>• <i>Originally signed in blue ink by the authorized signatory (no stamped signatures)</i></li> </ul>	<input checked="" type="checkbox"/>
4	Proposal Narrative <ul style="list-style-type: none"> <li>• <i>12 pages or fewer</i></li> <li>• <i>Optional: 1-page bibliography (not counted toward 12 pages)</i></li> </ul>	<input checked="" type="checkbox"/>
5	Budget Attachment (includes Budget Tables and Narrative) <ul style="list-style-type: none"> <li>• <i>4 pages or fewer</i></li> </ul>	<input checked="" type="checkbox"/>
	<b>Required Attachments for <u>All Applicants</u>:</b>	
6	<i>Letters of Commitment from Key Partners, if applicable (Appendix F)</i>	<input checked="" type="checkbox"/>
7	<i>Criteria for Non-Governmental Organizations Receiving BSCC Grant Funds (Appendix B)</i> <ul style="list-style-type: none"> <li>• <i>Originally signed in blue ink by the authorized signatory (no stamped signatures)</i></li> </ul>	<input checked="" type="checkbox"/>
8	<i>Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement (Appendix L)</i> <ul style="list-style-type: none"> <li>• <i>Originally signed in blue ink by the authorized signatory (no stamped signatures)</i></li> </ul>	<input checked="" type="checkbox"/>
9	<i>CalVIP Project Work Plan (Appendix N)</i>	<input checked="" type="checkbox"/>
	<b>Required Attachments for <u>City Applicants ONLY</u>:</b>	
10	<i>Commitment to Coordinated Violence Reduction Efforts (Appendix G)</i> <ul style="list-style-type: none"> <li>• <i>Originally signed in blue ink by the authorized signatory (no stamped signatures)</i></li> </ul>	<input checked="" type="checkbox"/>
11	<i>CalVIP Coordinating and Advisory Council Membership (Appendix H)</i>	<input checked="" type="checkbox"/>
	<b>Optional:</b>	
12	<i>Governing Board Resolution (Appendix K)</i> <i>Note: The Governing Board Resolution or other documentation of signing authority is due prior to Grant Award Agreement, <u>not</u> at time of proposal submission.</i>	<input type="checkbox"/>

**I have reviewed this checklist and verified that all required items are included in this proposal packet.** *Originally signed in blue ink by the authorized signatory (no stamped signatures)*

**X** \_\_\_\_\_

*Applicant Authorized Signature (see Applicant Information Form, item P, next page)*

## CalVIP Applicant Information Form

<b>A. APPLICANT:</b>		<b>B. TAX IDENTIFICATION NUMBER:</b>	
NAME OF APPLICANT City of Gustine		TAX IDENTIFICATION # 94-6000715	
STREET ADDRESS 352 5 <sup>th</sup> Street	CITY Gustine	STATE CA	ZIP CODE 95322
MAILING ADDRESS (if different) P.O. Box 16	CITY Gustine	STATE CA	ZIP CODE 95322
APPLICANT TYPE: <input type="checkbox"/> COMMUNITY-BASED ORGANIZATION (CBO) <input checked="" type="checkbox"/> CITY			
<b>C. CBO APPLICANTS ONLY – LOCATION OF RESIDENTS RECEIVING SERVICES (MUST BE CITY OR CITIES LISTED IN TABLE 1):</b>			
<b>D. PROJECT TITLE:</b>		Gustine Mental Health and Programs in Schools	
<b>E. STRATEGY TO BE IMPLEMENTED:</b>		Focused Deterrence Strategy	
<b>F. PROJECT SUMMARY (100-150 words):</b>			
<p>The City of Gustine will support, expand and replicate evidence-based violence reduction efforts to interrupt cycles of violence and retaliation in order to reduce the incidences of violence, school absence and suspension, drug use, and aggravated assaults. A Youth Services Bureau will be created within the Gustine Police Department to represent the intersection of the youth serving systems. Community stakeholders include schools, City, police, Merced County Probation and Behavior Health Services, nonprofits Legacy Health Endowment and First Behavior Health Urgent Care Center, and community representatives. The approach will be founded on three evidence-based strategies: (1) integrating school-based mental health services with supports, including reducing the use of suspensions; (2) formal diversion and restorative justice programs that foster constructive peer relationships, and (3) opportunities to experience positive recreational activities and leadership with law enforcement through community policing.</p>			
<b>G. KEY PARTNER AGENCIES (if applicable):</b>	Name: Legacy Health Endowment		Letter of Commitment: <input checked="" type="checkbox"/>
	Name: Gustine Unified School District		Letter of Commitment: <input checked="" type="checkbox"/>
	Name: First Behavior Health Urgent Care Center		Letter of Commitment: <input checked="" type="checkbox"/>
	Name: Merced County Probation Department		Letter of Commitment: <input checked="" type="checkbox"/>
	Name:		Letter of Commitment: <input type="checkbox"/>
	Name:		Letter of Commitment: <input type="checkbox"/>
<b>H. TYPE OF PROJECT:</b>		<input checked="" type="checkbox"/> NEW <input type="checkbox"/> ENHANCEMENT <input type="checkbox"/> EXPANSION	
<b>I. GRANT FUNDS REQUESTED:</b>		<b>J. MATCH FUNDS:</b>	
\$ 593,487		\$ 594,863	
<b>K. CITY APPLICANTS ONLY – PASS-THROUGH AMOUNT:</b>		\$ 297,000	<b>50%</b>
<b>L. PROJECT DIRECTOR:</b>			
NAME Ruben Chavez	TITLE Police Chief	TELEPHONE NUMBER (direct line) 209-854-3737	
STREET ADDRESS 682 Third Avenue		CITY Gustine	

STATE CA	ZIP CODE 95322	EMAIL ADDRESS rchavez@gustinepolice.com
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**M. FINANCIAL OFFICER:**

NAME Jas Birring	TITLE Finance Director	TELEPHONE NUMBER (direct line) 209-854-6471
STREET ADDRESS 352 5 <sup>th</sup> Street		CITY Gustine
STATE CA	ZIP CODE 95322	EMAIL ADDRESS Jbirring@cityofgustine.com
PAYMENT MAILING ADDRESS (if different) P.O. Box 16		CITY Gustine
		STATE CA
		ZIP CODE 95322

**N. DAY-TO-DAY PROGRAM CONTACT:**

NAME Sammy Joséph	TITLE Lieutenant	TELEPHONE NUMBER (direct line) 209-854-3737
STREET ADDRESS 682 3rd Avenue		CITY Gustine
STATE CA	ZIP CODE 95322	EMAIL ADDRESS <a href="mailto:sjoseph@gustinepolice.com">sjoseph@gustinepolice.com</a>

**O. DAY-TO-DAY FISCAL CONTACT:**

NAME Alexandria Viramontes	TITLE Account Clerk	TELEPHONE NUMBER (direct line) 209-854-6471
STREET ADDRESS 352 5th Street		CITY Gustine
STATE CA	ZIP CODE 95322	EMAIL ADDRESS aviramontes@cityofgustine.com

**P. AUTHORIZED SIGNATURE\*:**

By signing this application, I hereby certify I am vested by the Applicant with the authority to enter into contract with the BSCC, and the grantee and any subcontractors will abide by the laws, policies, and procedures governing this funding.

NAME OF AUTHORIZED OFFICER Doug Dunford	TITLE City Manager	TELEPHONE NUMBER 209-854-6471
STREET ADDRESS 352 5th Street		CITY Gustine
		STATE CA
		ZIP CODE 95322
EMAIL ADDRESS ddunford@cityofgustine.com		
SIGNATURE		DATE May 26, 2020

\* Authorized Signature: Must be a representative with the authority to sign documents and obligate the applicant.

## Appendix B:

### Criteria for Non-Governmental Organizations Receiving BSCC Grant Funds

(Page 1 of 2)

The 2019 CalVIP Request for Proposals (RFP) includes requirements that apply to non-governmental organizations that receive funds under this grant. All grantees are responsible for ensuring that any contracted third parties continually meet these requirements as a condition of receiving 2019 CalVIP funds. The RFP describes these requirements as follows:

Any non-governmental organization that receives CalVIP grant funds (as either a direct grantee, subgrantee or subcontractor) must:

- Have been duly organized, in existence, and in good standing at least six months before entering into a fiscal agreement with the BSCC or with the CalVIP grantee;
- In either instance (applicant or subgrantee), non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six-month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the grant agreement or subcontractor;
- Be registered with the California Secretary of State's Office, if applicable;
- Have a valid business license, Employer Identification Number (EIN), or Taxpayer ID (if sole proprietorship);
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable; and
- Have a physical address.

In the table below, provide the name of the Grantee and list all contracted parties.

#### Grantee:

Name of Contracted Party	Address	Email / Phone	Meets All Requirements
First Behavioral Health Urgent Care Center	2881 Geer Road Suite A Turlock, CA 95382	Jeffrey@fbhucc.org (209) 664-5184	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Gustine Joint Unified School District	1500 Meredith Avenue Gustine, CA 95322	<a href="mailto:bballenger@gustineusd.org">bballenger@gustineusd.org</a> (209) 854-3784	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Legacy Health Endowment	2881 Geer Road, Suite A Turlock, CA, 95382	<a href="mailto:jeffrey@legacyhealthendowment.org">jeffrey@legacyhealthendowment.org</a> (209) 250-2312	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Grantees are required to update this list and submit it to the BSCC any time a new third-party contract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the 2019 CalVIP RFP. These records will be subject to the records and retention language found in Appendices A and C of the Standard Agreement.

Unless prior approval is obtained, the BSCC prohibits disbursement or reimbursement to any NGO that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

**A signature below is an assurance that all requirements listed above have been met.**

AUTHORIZED SIGNATURE (This document must be signed by the person who is authorized to sign the Grant Agreement.)			
NAME OF AUTHORIZED OFFICER Doug Dunford	TITLE City Manager	TELEPHONE 209-854-6471	
STREET ADDRESS 352 5th Street	CITY Gustine	STATE CA	ZIP CODE 95322
EMAIL ADDRESS ddunford@cityofgustine.com			
SIGNATURE x		DATE May 26, 2020	

**Appendix L: Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft and Embezzlement**

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

1. debarred by any federal, state, or local government entities during the period of debarment; or
2. convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subgrantee or subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

By checking the following boxes and signing below, applicant affirms that:

I/We are not currently debarred by any federal, state, or local entity from applying for or receiving federal, state, or local grant funds.

I/We have not been convicted of any crime involving theft, fraud, or embezzlement of federal, state, or local grant funds within the last three years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

I/We will hold subgrantees and subcontractors to these same requirements.

A grantee may make a request in writing to the Executive Director of the BSCC for an exception to the debarment policy. Any determination made by the Executive Director shall be made in writing.

<b>AUTHORIZED SIGNATURE</b> (This document must be signed by the person who is authorized to sign the Grant Agreement.)			
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
Doug Dunford	City Manager	209-854-6471	ddunford@cityofgustine.com
STREET ADDRESS	CITY	STATE	ZIP CODE
352 5th Street	Gustine	CA	95322
APPLICANT'S SIGNATURE (Blue Ink Only)			DATE
<b>X</b>			May 26 2020

## Appendix G: Commitment to Coordinated Violence Reduction Efforts

### For City Applicants Only

Assembly Bill 74 (Statutes of 2019, Chapter 23) mandates that: "Each city that receives a CalVIP grant shall collaborate and coordinate with area jurisdictions and agencies, including the existing county juvenile justice coordination council, with the goal of reducing violence in the city and adjacent areas." In the space below, please explain how your city will fulfill this obligation if selected for CalVIP funding:

The City of Gustine is committed to collaborating and coordinating with nearby jurisdictions and agencies as well as the Merced County Juvenile Justice Coordination Council to avoid duplication of services and provide for a regional approach to combating violence through sharing of information, best practices, and resources. We understand that the purpose of the Coordination Council is to monitor all local programs that address juvenile delinquency, detention or care of unaccompanied juveniles, and missing and exploited children with the shared interest of mobilizing to combat juvenile delinquency through prevention, early intervention, and community-building strategies that address local needs. Doing so will reduce serious and violent juvenile delinquency by using multi-agency, coordinated approaches and innovative programs and services in the juvenile justice system.

We started this effort by convening an Advisory Council that examined local programs, gaps in services and best practices that are emerging nationally. The proposed Mental Health and Programs in School Program is informed by a successful effort in nearby Livingston, as well as emerging best practices involving behavior health to understand and address trauma in strategies to reduce crime and violence. Our Work Plan will be given to the County Coordination Council, as will reports. We also intend to use the Advisory Council to help us address challenges and share results that are ripe for replication in other local jurisdictions. Our strategy to provide updates and share information supports these efforts by promoting youth-focused community oriented policing that is effectively linked with the juvenile justice system and that can contribute significantly to reducing crime, disorder, and fear in communities.

<b>AUTHORIZED SIGNATURE</b> (This document must be signed by the person who is authorized to sign the Grant Agreement.)			
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
Doug Dunford	City Manager	209-854-6471	ddunford@cityofgustine.com
STREET ADDRESS	CITY	STATE	ZIP CODE
352 5 <sup>th</sup> Street	Gustine	CA	95322
APPLICANT'S SIGNATURE (Blue Ink Only)			DATE
X			May 26, 2020

**1. Description of Community Need:** Gustine is a struggling rural community on the northwestern edge of Merced County with high crime, few employers, dwindling commerce and limited services available to its 5,488 residents, most of whom have low education attainment and high need. The violence experienced in the low resource rural community is significant. In the last five years (2015-2019) UCR data shows one homicide, seven forcible rapes, nine robberies, 195 aggravated assaults, 164 burglaries, 266 larcenies, and 94 vehicle thefts. The table highlights crime in 2017-2019.

Incident Type	2017	2018	2019	Total
Aggravated Assault	22	24	11	195
Burglary	26	22	32	164
Larceny (non vehicle theft)	43	57	55	266
Motor Vehicle Theft	16	14	29	94

These are significant for such a small population: Gustine residents have a 2.5 times greater chance of being the victim of a violent crime than the

national average.<sup>i</sup> These numbers do not tell the full story of under reported crime of a City in crisis. Between November 2017 and November 2019, an ill-fitting leadership change of the Chief of Police resulted in a period of personnel unrest, as turnover created an extra burden on the agency. The department lost eight officers over a one- year period and the remaining officers resisted making arrests and writing citations in response to overly burdensome protocols put in place by the then Chief. We believe this resulted in a 40% underreporting of crime in the community. We named a new Chief in March 2020 and have confidence in his leadership and fit in our community. Hot spots for criminal

Crime Hot Spots	Call Volume		
	2017	2018	2019
Meredith Manor Apartments	259	220	108
Sun Valley Apartments	214	83	38
1500 South Ave Apartments	75	61	17
Green Acres Mobile Park	211	81	148

activity include four sites with repeated calls to law enforcement. Local police report that felons from San Jose and other jurisdictions operate out of the hot spot apartments and entice local

youth to participate in the drug trade. Residents of these apartments include vulnerable populations of Hispanic families sharing a single apartment among multiple families. Similarly, data collected by Gustine Unified School District (GUSD) and the Gustine Police

Department (GPD) show that many of the students suspended and at risk for justice involvement reside in or near the low-income hot spot apartment complexes where police frequently respond.

Unemployment, low-educational attainment, unaddressed mental health needs, drug use and the drug trade are primary factors that contribute to violence in Gustine. Unemployment is more than twice the state average (13.5% vs. 5.3%, March 2020)<sup>ii</sup>, which is complicated by seasonal work cycles and long-term underemployment. As most jobs in the community are agricultural based, incomes are also seasonal, which contributes to food and job insecurity for Gustine families. Census data shows Gustine has a median family income of \$38,125, compared to a state average of \$61,818. Only 64% of residents graduated high school and a mere 10% hold bachelors degrees; local graduation rates don't appear to be improving as 36% of students dropout of high school, double the state average of 18%. GUSD covers 24 miles and student achievement lags significantly behind state averages: In the 2018/19 school year, only 32% of students were proficient in English/Language Arts Literacy compared to 50% statewide while a mere 18% achieved standards for mathematics compared to 39% statewide, according to CAASPP test results for grades 3-8 and 11. State data shows that GUSD students scored 48.1 points below standard in English and 86.7 points below standard in math.<sup>iii</sup> 84.5% of the 1,846 students (1,560) are socioeconomically disadvantaged and qualify for free and reduced lunch. Students are primarily Hispanic (83.4%/1,539), and, of these students, about one-third are English Learners and only about half of those are making progress towards language proficiency.<sup>iv</sup> GUSD offers no advanced placement courses, only 31.4% students are prepared for college/careers (a 15% decline over the last year), and 0% of GUSD graduates met the course requirements for University of California and California State University enrollment.<sup>v</sup>

Youth, with a focus on Hispanic youth and those residing in the hot spot communities, are identified as having the highest risk of perpetrating or being victimized by violence in our community. This is our target population for the project. The lack of economic and educational opportunities has a profound effect on Gustine's youth. We identified this population (youth at risk of justice-involvement and violence, including victimization) due to a rise in violent incidents connected to sites where youth congregate,

including schools, as well as recent increases in community factors, discussed above, that research shows can lead to violent behavior. The project will touch 2,500 youth, family members, and school staff in our community, with 375 youth receiving intensive supports and services over the course of the project. Students are struggling not only academically, but also with untreated addictions, mental health and justice involvement. There are no mental health services currently provided at schools, nor does GUSD refer students for outside psychological services or family supports. Its only avenue to address disruptive and/or students who commit violations is punitive school disciplinary strategies. A study of Texas by the Council of State Governments discovered students suspended or expelled even once were three times more likely to face consequences in the juvenile justice system.<sup>vi</sup> From 2017-2020, there were 532 student suspensions. Of those, 63% (335) were for physical violence (fighting/assault/battery, use of force, or violence and causing, attempting, or threatening physical injury). Twelve students were suspended for possession of knife or dangerous object and one for a terrorist threat to shoot up the school and injure the high school principal. 7.9% of GUSD students were suspended at least once in the last school year, a 2.5% increase over the previous year. These students were made up of seven subgroups, primarily consisting of English learners, Hispanic, homeless, socioeconomically disadvantaged, and students with disabilities. Youth use controlled substances – including vaping, marijuana, alcohol and other drugs, with an increasing number of students working as “mules” for drug traffickers.

As a result of the increase in incidents, GPD spent a disproportionate amount of time in areas frequented by students. Officers patrolled/responded to calls at four GUSD schools and four city parks (Harry P. Schmidt, Henry Miller, Cef Jemero and a soccer field) 6,091 times in the last three calendar years. Similarly, police respond frequently to local bars which generated over 1300 calls for service resulting in 20 arrests over five years. The GUSD in 2016 settled a sexual assault lawsuit where upper-class football players sodomized a freshman teammate, who later was subjected to ongoing bullying through anti-gay taunts.<sup>vii</sup> Last year there were 26 juvenile arrests (21 Hispanic), including one a violent assault with a deadly weapon, up from 17 (all Hispanic) in 2018 where there were two assaults with a deadly weapon. Gang activity is growing and police have

responded to several reports of youth banishing handguns, although none have been confiscated. Youth 5150s (involuntary mental health committal and treatment) have almost doubled with 17 in 2017 to 31 in 2019.

**2. Project Description:** The City of Gustine and partners seek to support, expand and replicate evidence-based violence reduction efforts to interrupt cycles of violence and retaliation in order to reduce the incidence of school absence and suspension, drug use, aggravated assaults, and violence. Gustine convened a group of stakeholders for six months to discuss challenges and create a strategy to reduce suspension and justice-involvement of youth. The roadmap developed involves the creation of a new Youth Services Bureau (YSB) in the Gustine Police Department, who will then develop and implement alongside community stakeholders the new Gustine Mental Health and Programming in Schools (MAPS) program to address and reduce violence among at-risk youth. None of the MAPS programs and services are otherwise available locally. MAPS, and the YSB, will represent an intersection of the youth serving systems in Gustine – the community, schools, City, police, Merced County Probation and Behavior Health Services, and nonprofits Legacy Health Endowment and First Behavior Health Urgent Care Center are stakeholders. YSB will follow evidence-based best practices to prevent justice involvement through offering comprehensive trauma-informed and culturally- responsive services and opportunities that empower youth and families to build on their strengths, supplement needs and create pathways to achieving goals.

MAPS will be modeled after the successful Mental Health and Police in Schools (MAPS) program in nearby Livingston. MAPS was created and implemented in Livingston by Gustine's new Police Chief Ruben Chavez, the recipient of the James Q. Wilson Award for Excellence in Community Policing for the program. It will support adolescents with difficult home situations or behavioral issues in school. MAPS at the conclusion of its inaugural year had impressive results: middle school truancy was reduced by 63%, in-house suspensions by 83%, off-site suspensions by 88%, and expulsions by 90%. In addition, the program connected 82 families to county services to support needs. The program continues to positively impact the youth even after five years. Asked what students need to boost achievement and interrupt the cycle of violence, the GUSD superintendent immediately responded: mental health services. Superintendent Bryan

Ballenger says that students that are at-risk for justice involvement and making missteps could get back on course through trauma-informed mental health counseling, complimented with a multi-tiered system of supports, which he lacks funding to implement. New Gustine Police Chief Ruben Chavez, agrees.

Following the U.S. Department of Justice's Minority Youth Violence Prevention (MYVP) Initiative<sup>viii</sup>, MAPS's approach will be founded on three evidence-based strategies: (1) integrating mental health services with school supports, including reducing the use of suspensions; (2) formal diversion and restorative justice programs that foster constructive peer relationships, and (3) opportunities to experience positive recreational activities and leadership with law enforcement through community policing.

*Mental Health Services with School Supports:* A 2012 study of Latino health disparities and preferences in California, in which Manuel Jimenez who serves on this Advisory Council participated, found that many Latinos experience life stressors such as poor housing, abuse, trauma, stigma, and discrimination that can lead to mental health problems.<sup>ix</sup> The study outlined issues to address to facilitate effective services, including stigma on mental health conditions/treatment, trauma, and pervasive violence, and recommended school-based mental health as a key starting point: "Schools represent a safe setting to educate families and their children about mental health. Tie mental health programs to academic achievement and performance."<sup>x</sup> Exposure to stress and trauma at young ages attributes to delayed brain development that impacts the ability to reason, causing students to become easily frustrated and to lack flexibility, tolerance and problem-solving skills.<sup>xi</sup> Research shows that punitive punishment increases the likelihood of additional disciplinary measures and is shown to decrease academic achievement and increase dropout and justice-involvement.<sup>xii</sup> GUSD students, youth juvenile offenders, and youth victims exhibiting lack of control, signs of trauma and/or antisocial behavior, as well as those identified for group-based diversion programming, will be referred for behavior health counseling and social services in lieu of suspension and other punitive punishment. Much of these services will take place at school to limit access barriers. Youth receiving support services have fewer reports of unexcused school absences, suspension or expulsion, running away from home, or being picked up by the police.<sup>xiii</sup> Importantly youth will learn how to seek help in their community, gain a better

understanding of the way their feelings affect behavior, develop constructive means of responding to violence and trauma, and change attitudes toward school and police. All GUSD students will benefit from age-appropriate issue workshops on mental health and violence prevention, and MAPS will include evidence-based workshops for families and the community to increase knowledge of mental health needs and trauma-informed, culturally appropriate violence prevention strategies effective.

*Formal diversion and restorative justice practices:* Youth may experience trauma at home, school and the community and such trauma should be understood when applying interventions designed to turn teen missteps into opportunities to grow and learn, and intervening with strategies to help teens develop their own problem solving, coping and leadership skills. MAPS will utilize Positive Behavior Interventions and Supports<sup>xiv</sup> (PBIS) and restorative justice programs, both demonstrated successful in reducing school suspension rates and improving youth behaviors. Research shows that youth who are suspended by age 12 often associate with deviant peers in adolescence and are on a trajectory for system involvement by age 18.<sup>xv</sup>

MAPS will develop a placement rubric that identifies youth at risk of, or already, justice involved for formal diversion programming. GPD and GUSD staff will be trained on interacting with youth and families using a trauma-informed lens, including on alternatives to suspension for student disciplinary action. When a youth is first identified with a violation or as a victim of crime, a mental health clinician, in coordination with the Police Chief and YSB Coordinator, will make recommendations on appropriate processing of youth violations and referrals for services (victim services, formal diversion programming, mental health support, etc) with full consideration of trauma experienced. The diversion program for the highest-need will utilize Focused Deterrence Strategies<sup>xvi</sup>. Youth, beginning with the 20 who police consider chronic offenders, will be informed that their behavior will not be tolerated and provided the option to participate in a 16-week semester strength-based programming course in lieu of punishment. Effort will be focused on personal accountability and character building, designed to help youth take responsibility for their decisions, identify strategies for future, and ultimately secure a pledge from them not to engage in problem behavior or criminal activity. This may include the two-day Fire and Water seminar already shown effective in other parts of Merced

County. Consistent with trauma-informed and restorative justice approaches, the emphasis is on repairing the harm caused by the offense and supporting youth to learn from mistakes, rather than to punish them. The research shows adolescents ages 12-18 may exhibit trauma through “interpersonal conflicts, aggressive responses, school refusal and avoidance, substance abuse, or antisocial behavior.”<sup>xvii</sup> Diversion will involve both youth and their parents/guardians and topics will include anger management, drug possession and substance abuse education, reckless driving, petty theft and emerging issues. Opportunities for community service and restorative justice practices, including juvenile victim-offender mediation efforts, will be offered.

*Opportunities for Positive Community Police Engagement:* Gustine police will play an integral role and build relationships with MAPS participants and their families, as officers are in a strong position to influence youth and promote positive and productive outcomes when they interact.<sup>xviii</sup> They will serve as mentors in an Education Vocation Program and take the youth on field trips to discover interests. Trips will include college visits and businesses such as Tesla, a dairy, emergency room, Pixar in San Jose and a television station. Many students are in need of someone whom they can trust and talk to about issues that are affecting them at home and at school as well as social issues that arise. Police, as mentors in consultation with the mental health professional, will provide this much needed assistance while introducing alternative activities and decision-making building blocks for the students. Police will also work with the Advisory Council to develop youth-programming to build trust between the police and community. Program pillars include: *Police Explorers:* Expand and open Police Explorer program to at-risk youth to help them gain an understanding of the importance of laws and following them, and of value of a lawful society while building leadership skills and providing service to community. The program's goal is to create effective community members that are mentored and inspired by police officers and equip them with the tools necessary to assume leadership positions in whatever life path they choose. *Community Services Club Program:* Is an opportunity for youths to serve their communities while developing personal and social skills such as leadership, confidence and empathy. Supporting the community will empower youth to deal with peer pressure and risk behaviors. Although open to all students, participation in a minimum of one service activity will be a

requirement of diversion. Community service will be targeted in hot spot crime locations and with crime victims. This experience prepares them to make a positive contribution to society in their adult life. *Youth Sports:* Athletics are a draw throughout the Valley and where many youth build skills; unfortunately, many at-risk youth lack the financial resources to participate. Research shows that athletics can teach important habits and life skills in addition to physical activity while focusing on the “four bases of character development: confidence, teamwork, leadership and integrity.”<sup>xix</sup> MAPS will help at-risk students pay for equipment and fees for recreation, including football, baseball, tennis, and art. *Youth Needs Pantry:* The SRO and YSB Coordinator will maintain a “needs” pantry to help students fill needs. This may include snacks, school supplies, basic clothing items and shoes, public transportation passes/vouchers, and gift cards for specific needs.

To identify program participants and ensure the provision of adequate, needs-based services, MAPS will group youth into three tiers based on the evidence-based Response to Intervention strategy: Universal Prevention (Tier I), Targeted Prevention/Intervention (Tier II), and Intensive Intervention (Tier III). *Tier I:* All GUSD students will benefit from age-appropriate presentations on topics including recognition of risk factors, awareness, decision-making, consequences, social skills, anger management, bullying, school failure, relationship violence, and gang awareness. *Tier II:* Students exhibiting lack of control, signs of trauma and/or antisocial behavior will be referred for school-based behavior health counseling in lieu of suspension and other punitive punishment. *Tier III:* Group-based diversion counseling and programming will be a core component of services and have proven successful at reducing further involvement in the justice system and recidivism<sup>xx</sup>. Tier II and III services are based on proven violence intervention services to the small segment of the population that is identified as having the highest risk of perpetrating or being victimized by violence. All entities needed to ensure access to targeted youth are part of the Advisory Council, invested in the program, and pledge to work together to overcome any recruitment/service challenges service that may arise. Please see the Project Work Plan for goals and measurable objectives.

**3. Organizational Capacity and Coordination:** Program development and execution will be overseen by an Advisory Council of stakeholders who will meet monthly the first six months and then quarterly for the remaining duration of the project. The Council will

ensure expertise in program development and execution and partner participation in how to prioritize the use of grant funds. Gustine will establish a Youth Services Bureau (YSB) within GPD. A full-time Youth Services Coordinator (YSC) will be hired to lead YSB and establish protocols, following Advisory Council recommendations, for diverting youth from justice involvement. The YSC will oversee this grant, including programming, reporting and accounting, and will consult with the new school-based mental health clinician, SRO, and Police Chief to make trauma-informed decisions regarding youth missteps and violations. The YSC position requires a degree in criminal justice, social work or related field, with experience serving youth populations. Gustine has already reviewed several resumes and conducted informal interviews from qualified candidates in an effort to hire quickly should grant funding be realized. YSC position will be posted within five days of award with hopes of hiring within two months. Until the position is hired, Police Chief Chavez will direct the effort. Chief Chavez, who will lead the Advisory Council, brings over 40 years law enforcement experience to the project, including serving as chief of the Livingston Police Department for eight years and 28 with the San Jose Police Department where he rose to Lieutenant. He is the recipient of the James Q. Wilson Award in Community Policing for the MAPS program he developed while leading Livingston police. He manages both sworn and non-sworn personnel of command and line-level to provide public safety through various crime prevention strategies and robust community relationships and collaborates with various school, business, civic, and faith-based groups to accomplish tasks. Other key personnel include: *School Resource Officer Francisco Martinez*, who will attend Advisory Council meetings, will play an integral roll in providing services, managing Needs Pantry and coordinating with schools on referring at-risk students for services. *Lieutenant Sammy Joseph*, the Day-to-day Program Contact, will oversee records and reports, while *Jas Birring*, the Financial Officer, will oversee issues involving the budget and be aided by a clerk for accounting.

Each of our partners has extensive experience working with the target population of at-risk youth and reaching them with cultural relevant programming. Partners will each have a representative on the Advisory Council. Members were selected based on their experience with the population, their formal role in the justice and/or youth services field, and the ability of the collective membership to share information and enhance

coordination of existing violence prevention and intervention programs in Gustine, minimizing the duplication of services. These partners include: *Gustine Unified School District (GUSD)* will integrate the MAPS program into its operations and with the GPD establish Tiers II and III referral protocol. GUSD will host a new mental health professional from Nonprofit First Behavior Health Urgent Care, who will offer school-based behavior health services, staff the schools fulltime to respond to crisis situations, and foster trauma-informed decisions at GUSD that are in the best interest of the community and student. Students at all schools will benefit from age-appropriate issue workshops, and staff and parents will participate in evidence-based workshops to decrease youth violence and punitive discipline practices. GUSD has extensive experience working with at-risk youth and is a driving partner behind the development of a diversion program that can help student suspensions and youth violence. *Legacy Health Endowment (LHE)* provides funding to help develop and implement effective healthcare solutions for Merced and Stanislaus Counties residents. LHE will partner with MAPS to introduce mental health services into Gustine where there were none. *Nonprofit First Behavior Health Urgent Care (NFBHUC)* will provide the school-based behavior health services at GUSD to students and families, as well as provide a fulltime credentialed mental health professional to the District. Additionally, it will provide the two-day Fire and Water seminar six times during grant (twice a school year) for students with major issues with violence and substance abuse. NFBHUC has experience implementing similar programs successfully in area districts. This is a key part of the Tier III programming. *Merced County Probation Department* will collaborate to help Gustine create innovative programming that help youth pay restitution, learn from their mistakes and discover individual strengths, and access and benefit from appropriate services that fit each individual's needs. The Joven Nobles program, a longer and more comprehensive version of Fire and Water, is currently part of Merced County Probation Department's services for juvenile hall. *Two Local Residents* will provide their input on program development and recruitment efforts, with at least one such resident being an individual involved in the justice system as a youth or young adult. Resident members will be selected from individuals nominated by another advisory board member or a community NGO or faith-based organization.

In addition to seeking the counsel and expertise of the Advisory Council, MAPS

will seek technical assistance through the U.S. DOJ's Bureau of Justice Assistance. Gustine has built a collaborative relationship with the DOJ, as it has experience managing multi-year grants, including three federal Department of Justice Grants: two Cops Hiring Grants and a regional Body-Worn Camera grant that included another nearby police department. Gustine is also currently executing a federal FEMA Assistance to Firefighters grant for a fire truck. GPD enjoys strong alliances with local businesses and faith-based organizations and these relationships will extend to this project by providing donations and opportunities for MAPS participants.

**4. Project Monitoring and Evaluation:** Gustine and partners are committed to measuring results, including utilizing information on strategies gathered in planning, data collected from cohorts (following confidentiality processes), and analysis on youth outcomes and "hot spot" crime reduction. It is imperative that we know whether what we are doing is working. We intend to use data to drive conscientious decision-making in the development, implementation and appraisal of effort. With award, formal MOUs will be executed with partners that include data sharing agreements and referral protocol. Data, maintained using confidentially protocols in a protected project excel database, will be obtained from the schools, the police department, service providers, families, and the youths themselves. Participant and school level data will be tracked from all interventions on a regular basis with appropriate response to determine when youth enter, participant in, and exit programming and which program(s) they participated in. Process and outcome indicators that are quantifiable and inline with the intent of the Workplan include: *Outcome Indicators*. Collected annually, with progress reports each quarter. Number of trancies reported by GUSD; Number of suspensions reported by GUSD; Number of juveniles given a violation by GPD, with specific data on youth violations in hot spots and near school grounds. *Process Indicators*. Collected quarterly, with progress reports each month. Number of justice-involved and at-risk youth participating in intensive support services and counseling (Tier III services); Number of students receiving behavioral health services (Tier II services); number of parent education meetings; attendee counts from MAPS programming (for students, families, and teachers); Number of training sessions for school staff regarding mental health and law enforcement issues; Fidelity to project timeline. We will also collect qualitative data on the measure of benefit of each

training/education program, through an evaluative process with program participants to be developed by the evaluator. Data baselines for the outcome indicators will be set from GUSD and GPD annual data for the 18/19 school year and the 2019 calendar year. GUSD collects and reports information on the number of truancies and the number of suspensions each year, and GPD collects information on the number of juveniles given violations. We plan to use 18/19 school year and 2019 police data as the baseline because we believe 19/20 school year and 2020 police data will be outliers and unreliable for setting baselines because of COVID-19 disruptions. All process indicators represent the implementation of new programming and services and, as such, the baseline data will be zero. A Local Evaluation Plan will be developed by the evaluator to assess the effectiveness of the program, to ensure data is high quality and collected regularly, and that baseline data is identified and collected at the start of the project. Project analysis, in consultation with evaluator, will be conducted on risk factors, need, services, community preferences and goals. The evaluator will also assist in creating measurement tools for short-and-long-term outcomes, in coordination with Advisory Council and partners.

The YSC, who reports to the Chief of Police, will be responsible for ensuring that data is properly collected and reported and be responsible for communicating with the Advisory Council for their formal project monitoring activities. The evaluator will collate information on exposure to violence, juvenile offenses, and other parental offenses and examine its accuracy in predicting undesirable outcomes (substance abuse, antisocial behavior, bullying, and arrests) and reduce juvenile crime. The project will employ a robust reporting schedule to ensure proper grant oversight. *Monthly:* Grant Leadership Team meeting to discuss grant progress, activities, and review budget and expenditures, including submittal of monthly cost reports. *Quarterly:* Advisory Council reviews grant progress towards goals, activities, and expenditures, with monthly grant spending. Project evaluation will be done by Jeff Kettering, a criminal justice professor at California State University Stanislaus, who also served as Chief Probation Officer in Merced County until retiring in March (See Resume). He has been in the community corrections field for 30 years and professor in the Criminal Justice Department for 15 years, where he has taught courses that included Juvenile Justice, Probation and Parole, Criminal Procedure, Ethics in Law Enforcement, and Methods of Research.

# CITY OF GUSTINE



## **JOB TITLE: YOUTH SERVICES PROGRAM MANAGER**

Under the general supervision of the Chief of Police, this class assists in the development and implementation of programs and services to address the emotional, psychological, and social needs of youth. The Youth Services Program Manager should be knowledgeable of the youth support services in the community and is required to exercise a considerable amount of independent judgment and decision making. Supervision may be exercised over program personnel.

## **CLASSIFICATION**

Full-Time; Non-Exempt

## **ESSENTIAL DUTIES AND RESPONSIBILITIES: (Illustrative Only)**

- Works closely with Gustine Unified School District employees and mental health practitioners to ensure good communication and program goals are met;
- Identifies or assists in identifying problems and needs of community youth and takes appropriate action to render assistance through counseling, group sessions, or referral to area health professionals, when necessary;
- Initiates communication and establishes relationships with community youth;
- Assists in the counseling of youth in the areas of drug and alcohol use and/or abuse in addition to social counseling (i.e., self-esteem, self-awareness, peer pressure);
- Coordinates and assists with educational presentations to parents, staff, and students;
- Aids with referrals on initial consultations (i.e. parent, teacher police);
- Assists in coordination of individual, group and/or family therapy sessions;
- Establishes crises intervention plan for any client at risk;
- Acts as ombudsman on behalf of city to resolve family, school or social problem;
- Refers client to appropriate support services;
- Develops or assists in developing educational programs or positive alternative activities for community youth (i.e.; substance abuse awareness programs, teenage depression awareness programs);
- Works closely with police personnel to meet established goals and objectives;

- Prepares client referrals and prepares and submits reports to supervisor;
- Develops vocational training field trips to various job classifications and industries to include higher learning educational facilities;
- Coordinates support for at-risk youth to participate in sports activities to include funding the participation of low-income families in football, baseball, soccer, basketball, softball, and cheerleading;
- Supports police explorer activities through active involvement and coordinates procurement of needed equipment for new explorers;
- Reviews program detail and ensures efficiency of expenditures and prepares budget reports;
- Works closely with city staff to promote the positive image of program through press releases and social media;
- Authors all required quarterly and final program reports.

**DUTIES OF THIS CLASS INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:**

- Good knowledge of the nature of narcotic and alcohol abuse and the approaches used for dealing with these dependencies;
- good knowledge of community support services;
- ability to deal effectively with adolescent population; good counseling skills;
- good interviewing skills;
- ability to communicate with program staff, clients, referral sources;
- ability to develop and maintain effective working relationships with individuals and referral sources;
- ability to write and speak effectively;
- emotional maturity;
- good judgment;
- discretion;
- tolerance for differing values and attitudes;
- reliability;
- physical condition commensurate with the duties of the position;
- Other duties as assigned

**DESIRED MINIMUM QUALIFICATIONS**

- Graduation from a recognized college or university with a Bachelor's Degree in Education, Psychology, Sociology or Social Work, Criminal Justice, and either:
- (a) completion of a Master's Degree in Education, Psychology, Sociology or Social Work, Criminal Justice;
- two years of experience in adolescent counseling and/or mentoring; or
- (b) a satisfactory equivalent combination of the foregoing training and experience

**2019 California Violence Intervention & Prevention (CalVIP) Grant - Project Budget and Budget Narrative**

**Name of Applicant:**

**Contract Term: July 1, 2020 - October 1, 2020 - December 31, 2023**

*Note: The top table will auto-populate based on the information entered in the sections below.*

Budget Line Item	Grant Funds	Match Funds	Total
1. Salaries and Benefits	\$232,254	\$223,134	\$455,388
2. Services and Supplies	\$30,850	\$0	\$30,850
3. Professional Services or Public Agency Subcontracts	\$0	\$271,730	\$271,730
4. Non-Governmental Organization (NGO) Subcontracts	\$297,000	\$100,000	\$397,000
5. Equipment/Fixed Assets	\$0	\$0	\$0
6. Project Evaluation	\$6,500	\$0	\$6,500
7. Financial Audit	\$3,000	\$0	\$3,000
8. Other (Travel, Training, etc.)	\$659	\$0	\$659
9. Indirect Costs	\$23,224	\$0	\$0
<b>TOTAL</b>	<b>\$593,487</b>	<b>\$594,863</b>	<b>\$1,188,350</b>

**Required match:** 100%: no less than: **\$593,487**

**1a. Salaries and Benefits**

Name and Title	(Show as either % FTE <u>or</u> Hourly Rate) & Benefits	Grant Funds	Match Funds	Total
TBD - Youth Services Coordinator	100% FTE - Salary for 33 months: (\$40,000 Year 1 + \$41,200 Year 2, + \$31,827 for 9 months in Year 3 =	\$113,027	\$0	\$113,027
TBD - Youth Services Coordinator- Benefits	\$42,947.12 Year 1 + \$43,392.01 Year 2 + \$32,887.69 for 9 months in Year 3 = \$119,227)	\$119,227	\$0	\$119,227
Ruben Chavez - Police Chief	4 hours per week average x \$93.16 per hour x 143 weeks (33 months) = \$53,287.52	\$0	\$53,288	\$53,288
Sammy Joseph - Police Lieutenant, Day-to-Day Program Contact	4 hours per week average x \$91.00 per hour x 143 weeks (33 months) = \$52,052	\$0	\$52,052	\$52,052
Francisco Martinez - School Resource Officer	12 hours per week average x \$54.23 per hour x 143 weeks (33 months) = \$93,058	\$0	\$93,058	\$93,058
Jas Biring - Financial Officer	5% of FTE, x \$100,000 x 2.75 years (33 months) = \$13,750	\$0	\$13,750	\$13,750
Alexandria Viramontes - Clerk, Day-to-Day Fiscal Contact	10% of FTE, x \$39,951 x 2.75 years (33 months) = \$10,986	\$0	\$10,986	\$10,986
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$232,254</b>	<b>\$223,134</b>	<b>\$455,388</b>

**1b. Salaries and Benefits Narrative:**





	\$0	\$0	\$0
	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$6,500</b>	<b>\$0</b>	<b>\$6,500</b>

**6b. Project Evaluation Narrative:**

Project evaluation will be done by Jeff Kettering, who will collate information on exposure to violence, juvenile offenses, and other parental offenses and examine its accuracy in predicting undesirable outcomes (substance abuse, antisocial behavior, bullying, and arrests) and reduce juvenile crime. Jeff Kettering will also participate in project analysis, which will be conducted on risk factors, need, services, community preferences and goals. He will develop data collection plan to ensure data is high quality and collected regularly. He will also assist in creating measurement tools for short-and-long-term outcomes, in coordination with Advisory Council and partners. This is a flat fee for \$6,500.

**7a. Financial Audit**

Description	Calculation for Expense	Grant Funds	Match Funds	Total
RJR Ricciardi, Inc. - Auditor	1 x \$3,000	\$3,000	\$0	\$3,000
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL (may not exceed \$25,000 in Grant Funds)</b>		<b>\$3,000</b>	<b>\$0</b>	<b>\$3,000</b>

**7b. Financial Audit Narrative:**

RJR Ricciardi, Inc will conduct an audit report for grant period (October 1, 2020 to June 30, 2023) and submit no later than December 31, 2023. RJR Ricciardi Inc is a Certified Public Accountant. This is a flat fee of \$3,000.

**8a. Other (Travel, Training, etc.)**

Description	Calculation for Expense	Grant Funds	Match Funds	Total
Travel - Grantee Orientation	\$124 mileage round trip + \$123 food (\$41 per person meals x 3 people) = \$247	\$247	\$0	\$247
Travel - Additional Sacramento Meetings (required)	2 trips x (\$124 mileage round trip + \$82 food (\$41 per person meals x 2 people)) = \$412	\$412	\$0	\$412
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$659</b>	<b>\$0</b>	<b>\$659</b>

**8b. Other (Travel, Training, etc.) Narrative:**

Funding will provide travel costs for three staffers (Police Chief, Fiscal Contact, Program Contact) to attend the Grantee Orientation in Sacramento.

\$124 mileage roundtrip (216 miles x .575 per mile) + \$123 food (Meal rate: \$7 breakfast x \$11 lunch x \$23 dinner = \$41 per person meals x 3 people) = \$247

Two staffers will also attend the two additional required grant meetings in Sacramento.

\$124 mileage roundtrip (216 miles x .575 per mile) + \$82 food (Meal rate: \$7 breakfast x \$11 lunch x \$23 dinner = \$41 per person meals x 2 people) = \$206

**9a. Indirect Costs**

Indirect costs may be charged to grant funds by choosing <u>either</u> Option 1) or 2) listed below:	Grant Funds	Match Funds	Total
1) Indirect costs will be charged as 10% of total direct salaries and wages:	\$23,224	\$0	\$23,224
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	<i>\$23,225</i>		
2) Indirect costs will be charged as 5% of direct total direct project costs (excluding equipment):	\$0	\$0	\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	<i>\$28,363</i>		
<i>Regardless of which option is chosen, if the amount entered in the Grant Funds column turns red, adjust it to not exceed the maximum noted just below it: TOTAL</i>	<b>\$23,224</b>	<b>\$0</b>	

**9b. Indirect Costs Narrative:**

Gustine elects to take the indirect cost rate of 10% of total direct salaries and wages. This is equal to \$23,224