AGENDA
CITY COUNCIL
AND
SUCCESSOR AGENCY TO THE
FORMER REDEVELOPMENT AGENCY
CITY OF IMPERIAL
200 WEST 9TH STREET
IMPERIAL, CA 92251-1637
JANUARY 19, 2022
CLOSED SESSION 6:30 PM
OPEN SESSION 7:00 PM

The Imperial City Council meetings, including public comments, are being Livestreamed on the City's social media pages. By remaining in the room, you are giving your permission to be recorded.

1. You are encouraged to observe the City Council meetings via Livestream at the City of Imperial Facebook page.
2. Email public comments to cityclerk@cityofimperial.org by 5:00 pm on Wednesday, January 19, 2022. Comments received by 5:00 pm will be read into the record during the regular meeting.
3. To participate virtually, please join my meeting from your computer, tablet, or smartphone https://zoom.us/j/93362511929?pwd=UGEyMUszVkJmaHhRRFljWHp1Z3htZz09.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT (760) 355-4373. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28CFR 35.102-35.104 ADA TITLE II]

A. CITY COUNCIL CONVENES TO CLOSED SESSION AT 6:30 PM.

This is a **CLOSED SESSION** in which the **COUNCIL** discusses matters in closed as opposed to open session. Only those matters authorized by the Brown Act as permissible **CLOSED SESSION** subjects will be discussed. They are as follows:

A-1. SUBJECT: CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION.
(Initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9).
One (1) potential case.

A-2. SUBJECT: CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: A.P.N. 063-054-038
Agency Negotiator: City Manager, Dennis Morita
Under Negotiation: Instructions to Negotiator Concerning Price and Terms

CITY COUNCIL ADJOURNS CLOSED SESSION

B. CITY COUNCIL RE-CONVENES TO OPEN SESSION AT 7:00 P.M.

ROLL CALL
PLEDGE OF ALLEGIANCE
ADJUSTMENTS TO THIS AGENDA
ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

C. PUBLIC APPEARANCES:

C-1. Matters not appearing on the agenda. If you wish to address the COUNCIL concerning any item within the COUNCIL'S jurisdiction, please raise your hand and be acknowledged by the MAYOR, and at that time state your name and address for the record. The MAYOR reserves the right to place a time limit on each person's presentation of three (3) minutes. It is requested that longer presentations be submitted to the Council in writing.

C-2. Matters appearing on the agenda. If you wish to address the COUNCIL concerning any item appearing on the agenda, please raise your hand and be acknowledged by the MAYOR, and at that time state your name and address for the record. The MAYOR reserves the right to place a time limit on each person's presentation of three (3) minutes.

D. SPECIAL PRESENTATIONS:

D-1. IMPERIAL HIGH SCHOOL MURAL(S) ARTISTS

D-2. LAW ENFORCEMENT APPRECIATION WEEK

E. CONSENT AGENDA:

All items appearing under "Consent Agenda" will be acted upon by the City Council by one motion without discussion. Should any Council member or other person request that any item be considered separately that item will then be taken up at the time as determined by the **MAYOR**

E-1. Approval of claims/warrants report.

E-2. Approval of Resolution No. 2022-06 of the City of Imperial authorizing submittal of grant application for all CalRecycle grants for which the City of Imperial is eligible.

E-3. Approval of Resolution No. 2022-07 authorizing application for State Water Resource Control Board utility assistance and designating City Officials to execute necessary documents.

E-4. Approval of Treasurer's Report for the month ending in November 30, 2021.

F. ACTION ITEMS: (DISCUSSION/ACTION – APPROVE-DISAPPROVE)

F-1. SUBJECT: DISCUSSION/ACTION: BUDGET AND PLANNING SERVICES

1. AGREEMENT BETWEEN THE CITY OF IMPERIAL AND OPENGOV, INC. FOR BUDGET AND PLANNING SERVICES FOR A FIVE-YEAR TERM NOT TO EXCEED $169,730.00.

F-2. SUBJECT: DISCUSSION/ACTION: RESOLUTIONS OF THE IMPERIAL CITY COUNCIL CALLING FOR A SPECIAL MUNICIPAL ELECTION ON TUESDAY, JUNE 7, 2022

1. APPROVAL OF RESOLUTION NO. 2022-08 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, CALLING FOR THE HOLDING OF A SPECIAL MUNICIPAL ELECTION ON TUESDAY, JUNE 7, 2022 FOR THE SUBMISSION TO THE VOTERS OF A QUESTIONS RELATING TO THE CITY CLERK; AND
2. APPROVAL OF RESOLUTION NO. 2022-09 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF IMPERIAL TO CONSOLIDATE A SPECIAL MUNICIPAL ELECTION; AND
3. APPROVAL OF RESOLUTION NO. 2022-10 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL SETTING PRIORITIES FOR FILING A WRITTEN ARGUMENT(S) REGARDING A CITY MEASURE AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS; AND
4. APPROVAL OF RESOLUTION NO. 2022-11 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL PROVIDING FOR FILING OF REBUTTAL ARGUMENTS FOR CITY MEASURES SUBMITTED AT MUNICIPAL ELECTIONS.

F-3. SUBJECT: DISCUSSION/ACTION: RURAL RECREATION AND TOURISM PROGRAM GRANT APPLICATION(S)

1. APPROVAL OF RESOLUTION NO. 2022-12 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE STATE OF CALIFORNIA UNDER THE RURAL RECREATION AND TOURISM PROGRAM FOR THE TOWNSITE PARK PROJECT; AND
2. APPROVAL OF RESOLUTION NO. 2022-13 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE STATE OF CALIFORNIA UNDER THE RURAL RECREATION AND TOURISM PROGRAM FOR THE SR 86 IMPROVEMENT PROJECT.

F-4. SUBJECT: DISCUSSION/ACTION: CLEAN CALIFORNIA GRANT PROGRAM

1. APPROVAL OF RESOLUTION NO. 2022-14 AUTHORIZING THE APPLICATION FOR CALIFORNIA DEPARTMENT OF TRANSPORTATION CLEAN CALIFORNIA GRANT PROGRAM FOR THE SR 86 IMPROVEMENT PROJECT.

F-5. SUBJECT: DISCUSSION/ACTION: DECLARATION OF SURPLUS LAND

1. ADOPTION OF RESOLUTION NO. 2022-15 DECLARING REAL PROPERTY OWNED BY THE CITY OF IMPERIAL LOCATED AT THE CORNER OF HWY 86 AND BELFORD ROAD AS SURPLUS LAND.

F-6. SUBJECT: DISCUSSION/ACTION: ENGINEERING AND CONSTRUCTION SERVICES

1. APPROVAL OF PROPOSAL FOR ENGINEERING AND CONSTRUCTION SERVICES FROM WEBB ASSOCIATES FOR FILTER COMPLEX PIPE CORROSION PROJECT IN THE AMOUNT OF $26,960.00.

F-7. SUBJECT: DISCUSSION/ACTION: 2020 URBAN WATER MANAGEMENT PLAN

1. APPROVAL OF RESOLUTION NO. 2022-04 ADOPTING THE 2020 URBAN WATER MANAGEMENT PLAN.
2. APPROVAL OF RESOLUTION NO. 2022-05 ADOPTING A WATER SHORTAGE CONTINGENCY PLAN.

F-8. SUBJECT: DISCUSSION/ACTION: PURCHASE OF REPLACEMENT PLAYGROUND EQUIPMENT FOR SUNSET PARK AND JOSHUA PARK

1. APPROVAL OF PURCHASE FOR THE REPLACEMENT PLAYGROUND EQUIPMENT IN THE AMOUNT OF $17,714.81.

G. SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY.

G-1. SUBJECT: DISCUSSION/ACTION: AUTHORIZE SUBMITTAL OF THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) FOR FISCAL YEAR 2022/2023

1. AUTHORIZATION TO SUBMIT ROPS FOR THE PERIOD OF JULY 1, 2022 THROUGH JUNE 30, 2023 TO THE DEPARTMENT OF FINANCE.

ADJOURN CITY COUNCIL MEETING UNTIL THE NEXT REGULARLY SCHEDULED MEETING, WEDNESDAY, FEBRUARY 2, 2022, AT 7:00 P.M.

NOTE: Any documents produced by the city and distributed to a majority of the City Council/Agency Board regarding any item on this agenda will be made available at the front counter at City Hall, located at 420 S. Imperial Avenue, during normal business hours.

Check Register Report

Date: 01/13/2022
Time: 8:51 am
Page: 1

CITY OF IMPERIAL BANK: UNION BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK Checks								
102513	01/07/22	Printed			117	HAAKER EQUIPMENT COMPANY		103.25
102514	01/07/22	Printed			331	HACH COMPANY		2,899.79
102515	01/07/22	Printed			081	PETTY CASH		269.50
102516	01/07/22	Printed			7343	ROVE ENGINEERING INC		30,382.88
					Total Checks: 4		**Checks Total (excluding void checks):**	**33,655.42**
					Total Payments: 4		**Bank Total (excluding void checks):**	**33,655.42**
					Total Payments: 4		**Grand Total (excluding void checks):**	**33,655.42**

Agenda Item No. E - 2

DATE SUBMITTED	1/12/2022	COUNCIL ACTION	(X)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	COMMUNITY DEVELOPMENT DIRECTOR	RESOLUTION	(X)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	1/19/2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	em

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: CALRECYCLE GRANT APPLICATION RESOLUTION

1. Approval of Resolution 2022-06 of the City of Imperial authorizing submittal of grant application for all CalRecycle grants for which the City of Imperial is eligible.

DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT

BACKGROUND/SUMMARY:

The State of California has made organic recycling mandatory (AB 341, AB 1826 and SB 1383). These laws require all Cities in California to comply with State Laws. The goal is to reduce waste, greenhouse gas emission reductions, increase edible food recovery and recycling while also reducing food insecurity. A non-competitive grant in the estimated amount of $27,632 has been made available to jurisdictions from the Department of Resources Recycling and Recovery (CalRecycle). The grant funds are designated to assist jurisdictions in complying with the SB1383 mandate. The City of Imperial will utilize the funds to assist the Community Development Department's public outreach efforts with education materials and enforcement of SB1383.

The City amended Ordinance 812 Chapter 10-B to become compliant with the SB 1383.

FISCAL IMPACT: N/A	ADMIN SERVICES SIGN INITIALS: LS
STAFF RECOMMENDATION: Staff recommends approval of Resolution 2022-06.	DEPT. INITIALS: OM
MANAGER'S RECOMMENDATION: approve	CITY MANAGER'S INITIALS: DTOM

MOTION:

SECONDED:
AYES:
NAYES:

APPROVED ( ) REJECTED ( )
DISAPPROVE ( ) DEFERRED ( )

RESOLUTION No. 2022-06

RESOLUTION OF THE CITY OF IMPERIAL AUTHORIZING SUBMITTAL OF APPLICATION(S) FOR ALL CALRECYCLE GRANTS FOR WHICH THE CITY OF IMPERIAL IS ELIGIBLE

WHEREAS, Public Resources Code sections 48000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE, BE IT RESOLVED that the City of Imperial authorizes the submittal of application(s) to CalRecycle for SB 1383 Local Assistance Grant Program; and

BE IT FURTHER RESOLVED that the City Manager, or his/her designee is hereby authorized and empowered to execute in the name of the City of Imperial all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project; and

BE IT FURTHER RESOLVED that these authorizations are effective for five (5) years from the date of adoption of this resolution.

The City Attorney is authorized to make minor typographical changes to this Resolution that does not change the substance of this Resolution;

PASSED, ADOPTED AND APPROVED, by the City Council of the City of Imperial, this 19th day of January 2022.

_____

Mayor, City Council

ATTEST:

_____

City Clerk

Agenda Item No. E-3

DATE SUBMITTED	January 13, 2022	COUNCIL ACTION	(x)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	Laura Gutierrez	RESOLUTION	(x)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	January 19, 2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	(em

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT:

DISCUSSION/ACTION – APPROVAL OF RESOLUTION NO 2022-07 AUTHORIZING APPLICATION TO THE STATE WATER RESOURCES CONTROL BOARD WATER AND WASTEWATER ARREARAGE PAYMENT PROGRAMS AND DESIGNATING CITY OFFICIALS TO EXECUTE NECESSARY DOCUMENTS

APPROVE/DISAPPROVE RESOLUTION NO 2022-07 APPLICATION TO THE STATE WATER RESOURCES CONTROL BOARD WATER AND WASTEWATER ARREARGE PAYMENT PROGRAMS AND DESIGNATING CITY OFFICIALS TO EXECUTE NECESSARY DOCUMENTS

DEPARTMENTINVOLVED: City Manager's Office and Administrative Services

BACKGROUND/SUMMARY:

The State Water Resources Control Board Water and Wastewater Arrearages Payment Program has funds available to assist with delinquent utility accounts for the period of March 2020 to June 2021. Funds will cover both active and closed accounts with due balances for that period. Disbursement of funds will include a 3% administrative cost to cover City staff time working on completion and submittal of application. This resolution will authorize application for both water and wastewater. At this time only water account assistance is available, but wastewater assistance is anticipated in the near future.

FISCAL IMPACT: F.O. INITIALS

Water account (enterprise fund) benefit is approximately $53,790.39. Wastewater benefit is still to be determined.

STAFF RECOMMENDATION:
Staff recommends approval of Resolution 2022-07 authoring staff to submit application and execution of necessary documents.

MANAGER'S RECOMMENDATION: MANAGER'S INITIALS

Approve resolution.

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED	( )	REJECTED	( )
DISAPPROVED	( )	DEFERRED	( )

REFERRED TO:

RESOLUTION NO. 2022-07

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL AUTHORIZING APPLICATION TO THE STATE WATER RESOURCE CONTROL BOARD CALIFORNIA WATER AND WASTEWATER ARREARAGE PAYMENT PROGRAMS AND DESIGNATING CITY OFFICIALS TO EXECUTE NECESSARY DOUMENTS

WHEREAS, the State Water Resource Control Board ("SWRCB") has developed programs to assist with delinquent utility payments; and

WHEREAS, the City Council for the City of Imperial ("City") wishes to apply for funds to assist with payment of delinquent water and wastewater accounts; and

WHEREAS, the City wishes to appoint its City Manager, Administrative Services Director, and its Public Services Director or their respective designees as authorized representatives to sign such documents and take such action as may be necessary to secure assistance under the SWRCB arrearage payment programs.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above-referenced recitals are true and correct and are incorporated herein.

2. The City Council hereby authorizes application(s) to SWRCB for funds to assist payment of delinquent water and wastewater accounts.

3. The City Council authorizes its City Manager, Administrative Services Director and its Public Services Director or their respective designees to execute such documents and take such action as may be necessary to facilitate participation in the SWRCB water and wastewater payment arrearage programs related to delinquent water and wastewater accounts.

APPROVED, PASSED AND ADOPTED, at the regular meeting of the City Council this 19th day of January, 2022.

_____
Geoff Dale, Mayor

ATTEST:

_____
City Clerk

City of Imperial

Treasurer's Report

For the Month Ending

November 30, 2021

CITY OF IMPERIAL
FUND BALANCE REVENUES
November 30, 2021

GENERAL FUND

CASH IN BANK *	2,657,160.26
ENDING FUND BALANCE:	$2,657,160.26

IMPACT FEE FUNDS

FIRE	*182,348.09*
POLICE	*979,327.90*
ADMINISTRATIVE	*935,993.20*
LIBRARY	*725,668.87*
PARKS	*1,596,176.62*
CIRCULATION	*641,876.33*
ENDING IMPACT FEE'S BALANCE:	*$5,061,391.01*

POLICE REVENUE FUNDS

PROPOSITION 172	31,738.32
COPS GRANT AB 2017	59,745.82
COPS GRANT AB 2019	22,880.32
COPS GRANT AB 2020	5,738.66
COPS GRANT AB 2021	2,723.71
ASSET FORFEITURE	16,612.53
POLICE TECHNOLOGY GRANT	-112,075.41
ENDING FUNDS BALANCE:	$27,363.95

STREET REVENUE FUNDS

TRAFFIC CONGESTION RELIEF	4.00
TRAFFIC SAFETY	10,229.07
STATE GAS TAX	920,794.67
LOCAL TRANSPORTATION	436,677.39
DIAL-A-RIDE	14,607.39
LTA MEASURE D	1,832,777.18
SB1	345,276.29
STPL	-615,000.92
PROP 1B BOND	-164,418.69
AUSTIN/WORTHINGTON	95,750.00
ENDING FUNDS BALANCE:	$2,876,696.38

RESTRICTED REVENUE FUNDS

HOME - FTHB	130,751.22
CDBG - HOUSING REHAB	56,541.66
GENERAL LOAN ACCOUNT	524,733.27
ECONOMIC DEVELOPMENT	50.08
RLA FUND	85,851.86
WILDFLOWER LIGHTING	14,269.01
WILDFLOWER LANDSCAPE	203,771.57
PASEO LIGHTING	9,960.77
PASEO LANDSCAPE	240,826.58
SKY RANCH DISTRICT	677,332.58
JOSHUA TREE IMPROVEMENT	31,287.20
LIBRARY LITERACY	47,740.65
LIBRARY DONATIONS	753.27
COMMUNITY SERVICES GRANT	5,966.71
EARLY LEARNING GRANT	28,709.10
EDA	602,085.49
CARES - CORNAVIRUS RELIEF FUND	25,182.50
CORNAVIRUS UTILITY RELIEF FUND	105,843.87
ARP	1,651,288.91
Per Capita Funds	-42,086.55
Utility Assistance Program	-13,015.72
ENDING FUNDS BALANCE:	4,387,844.03

WATER FUND

CASH IN BANK	6,485,533.80
WATER CAPACITY	4,959,227.12
WATER BOND	-1,070,877.95
ENDING FUND BALANCE:	$10,373,882.97

WASTEWATER FUND

CASH IN BANK	9,515,261.82
WASTEWATER CAPACITY	1,041,458.09
WASTEWATER BOND	-3,139,608.50
ENDING FUND BALANCE:	$7,417,111.41

SUCCESSOR AGENCY

SUCCESSOR AGENCY	1,673,175.83
REDEVELOPMENT FUND	164,041.94
REDEV. LOW/MODERATE HOUSING	601,744.58
ENDING FUND BALANCE:	$2,438,962.35

CFD FUND

CFD'S	78,773.18
ENDING FUND BALANCE:	$78,773.18

ENDING GENERAL FUND BALANCE:	2,657,160.26	
ENDING IMPACT FUNDS:	5,061,391.01	
ENDING POLICE REVENUE:	27,363.95	
ENDING STREET REVENUE:	2,876,696.38	
RESTRICTED REVENUES:	$4,387,844.03	
CFD REVENUES:	$78,773.18	
GENERAL & RESTRICTED FUNDS TOTAL:	$15,089,228.81	
WATER FUND BALANCE:	$10,373,882.97	
WASTEWATER FUND BALANCE:	$7,417,111.41	
ALL FUNDS TOTAL BALANCE:	*$32,880,223.19*	
SUCCESSOR AGENCY TO THE CITY OF IMPERIAL REDEVELOPMENT AGENCY FUNDS:	*$2,438,962.35*	**$35,319,185.54**

CITY OF IMPERIAL
BANK RECONCILIATION
November 30, 2021

BANK BALANCE

BANK OF AMERICA	6,539,963.81
LOCAL AGENCY INVESTMENT FUND	6,483,068.98
SUN COMMUNITY FEDERAL CREDIT UNION	102,377.86
UNION BANK OF CALIFORNIA - GENERAL ACCOUNT	9,433,218.17
WELLS FARGO BANK	11,704,566.46
SUB-TOTAL:	*$34,263,195.28*

MONTHLY CASH BALANCE

OUTSTANDING GENERAL CHECKS	-138,660.17
OUTSTANDING PAYROLL CHECKS	-5,812.99
DEPOSIT IN TRANSIT (UNION BANK OF CALIFORNIA - GENERAL ACCOUNT)	878,627.10
UNION BANK OF CALIFORNIA - VOIDED CHECKS	
DEPOSIT IN TRANSIT (BANK OF AMERICA)	
DEPOSIT IN TRANSIT (WELLS FARGO BANK)	12,570.00
DEPOSIT IN TRANSIT (LAIF)	
SUB-TOTAL:	*$746,723.94*
	$35,009,919.22

OTHER REVENUES

UNION BANK OF CALIFORNIA - LOW / MODERATE HOUSING	309,266.32

END OF MONTH CASH BALANCE: **$35,319,185.54**

CITY OF IMPERIAL
RESTICTED REVENUES (Bonds, CFD's, Deferred Compensation, etc)
Cash W/Fiscal Agents
November 30, 2021

Fund 01 - Cash on Hand	450.00
Fund 08 - LTA - Bond 2012	855,445.35
Fund 49 - Dog Park Account	625.00
Fund 50 - 2005 Bonds	137,031.91
2012 Bonds	1,072,076.51
Fund 55 - 2012 Bonds	819,824.70
2019 Bonds	14,524,611.35
Fund 60 - Lincoln Financial Group	387,498.60
ICMA	290,465.21
Fund 89 - CFD's	*2,486,835.36*
TOTAL CASH W/ FISCAL AGENTS:	$20,574,863.99

GRAND TOTAL ALL FUNDS COMBINED: $ 55,894,049.53

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Revenues							
Dept: 000							
4110 PROPERTY TAXES - SECURED	1,305,846.00	1,305,846.00	1,366.09	0.00	0.00	1,304,479.91	0.1
4111 PROPERTY TAXES - UNSECURED	146,546.00	146,546.00	139,648.21	0.00	0.00	6,897.79	95.3
4112 PROPERTY TRANSFER TAX	40,000.00	40,000.00	34,767.33	7,780.01	0.00	5,232.67	86.9
4113 AIRCRAFT TAX	57,889.00	57,889.00	39,985.81	0.00	0.00	17,903.19	69.1
4120 SALES TAX	2,597,436.00	2,597,436.00	1,300,876.03	180,335.14	0.00	1,296,559.97	50.1
4121 CANNABIS BUSINESS TAX	350,000.00	350,000.00	179,943.32	43,102.45	0.00	170,056.68	51.4
4130 FRANCHISES	250,000.00	250,000.00	145,317.57	47,547.33	0.00	104,682.43	58.1
4135 CFD ADMINISTRATIVE FEE	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
4140 TRANSIENT OCCUPANCY TAX	20,000.00	20,000.00	19,690.78	11,077.70	0.00	309.22	98.5
4210 BUSINESS LICENSES	60,000.00	60,000.00	16,872.62	10,388.45	0.00	43,127.38	28.1
4220 TAXI CAB LICENSES	128.00	128.00	0.00	0.00	0.00	128.00	0.0
4230 ANIMAL LICENSES	5,000.00	5,000.00	2,915.00	930.00	0.00	2,085.00	58.3
4240 BUILDING (WORK) PERMITS	360,000.00	360,000.00	213,767.40	86,593.98	0.00	146,232.60	59.4
4311 LOCAL COURT FINES	3,500.00	3,500.00	5,308.41	688.83	0.00	-1,808.41	151.7
4330 UTILITY PENALTIES	0.00	0.00	68,554.17	15,692.67	0.00	-68,554.17	0.0
4333 CODE ENFORCEMENT FINES	3,000.00	3,000.00	605.72	80.72	0.00	2,394.28	20.2
4335 LICENSE PENALTIES	1,500.00	1,500.00	275.36	0.00	0.00	1,224.64	18.4
4410 MOTOR VEHICLE IN LIEU	1,757,357.00	1,757,357.00	0.00	0.00	0.00	1,757,357.00	0.0
4430 HOMEOWNERS EXEMPTION	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
4431 HOUSING AUTHORITY IN LIEU	2,100.00	2,100.00	0.00	0.00	0.00	2,100.00	0.0
4469 SCHOOL RESOURCE OFFICER	82,500.00	82,500.00	30,490.82	9,967.01	0.00	52,009.18	37.0
4473 HIDTA	148,842.00	148,842.00	20,052.17	0.00	0.00	128,789.83	13.5
4480 STONEGARDEN	107,973.00	107,973.00	14,796.93	0.00	0.00	93,176.07	13.7
4482 CALEMA /FEMA	142,287.00	142,287.00	0.00	0.00	0.00	142,287.00	0.0
4483 DHE OVERTIME	5,000.00	5,000.00	7,689.04	0.00	0.00	-2,689.04	153.8
4485 Homeland Security	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
4508 CFD SERVICE FEE	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
4509 FIRE INSPECTION & MISC FEES	55,000.00	55,000.00	38,323.00	24,363.00	0.00	16,677.00	69.7
4510 ZONING/SUBDIVISION FEES	35,000.00	35,000.00	9,640.70	1,313.00	0.00	25,359.30	27.5
4521 PLAN CK/ENG/ENCROACHMENT FEES	170,000.00	170,000.00	89,634.17	42,515.43	0.00	80,365.83	52.7
4522 SEISMIC FEES	3,500.00	3,500.00	2,366.55	1,311.72	0.00	1,133.45	67.6
4523 CBSC	1,600.00	1,600.00	2,006.00	441.00	0.00	-406.00	125.4
4524 RUBBISH COLLECTION FEES	1,415,246.00	1,415,246.00	650,432.93	127,107.81	0.00	764,813.07	46.0
4525 RUBBISH COLLECTION FEES AB939	116,758.00	116,758.00	62,739.58	13,494.31	0.00	54,018.42	53.7
4526 RECYCLING	5,000.00	5,000.00	1,030.48	0.00	0.00	3,969.52	20.6
4533 POOL REVENUES	20,000.00	20,000.00	4,043.11	0.00	0.00	15,956.89	20.2
4534 RECREATION / RENTAL FEES	1,500.00	1,500.00	940.00	200.00	0.00	560.00	62.7
4535 ADMINISTRATIVE SERVICES	18,104.00	18,104.00	3,392.36	40.83	0.00	14,711.64	18.7
4536 RECREATION PROGRAMS	15,000.00	15,000.00	7,142.00	37.00	0.00	7,858.00	47.6
4540 LIBRARY FEES	5,000.00	5,000.00	1,006.80	211.30	0.00	3,993.20	20.1
4610 INTEREST EARNED	6,500.00	6,500.00	1,479.89	226.03	0.00	5,020.11	22.8
4700 FARMER'S MARKET	37,000.00	37,000.00	17,520.50	3,325.00	0.00	19,479.50	47.4
4701 SPONSORSHIP (COM SERVICES)	25,000.00	25,000.00	37,500.00	12,000.00	0.00	-12,500.00	150.0
4710 SALE OF MAPS, PUBS & COPIES	500.00	500.00	230.25	23.50	0.00	269.75	46.1
4711 SALE OF SURPLUS PROPERTY	500.00	500.00	3,050.00	0.00	0.00	-2,550.00	610.0
4716 POLICE - CITY ORD VIOL	0.00	0.00	160.00	0.00	0.00	-160.00	0.0
4718 POLICE - PARKING CITATIONS	0.00	0.00	30.00	0.00	0.00	-30.00	0.0
4719 POLICE - VEHICLE RELEASE	0.00	0.00	450.00	0.00	0.00	-450.00	0.0
4720 POLICE - DUI	250.00	250.00	0.00	0.00	0.00	250.00	0.0
4721 POLICE - OTHER	16,548.00	16,548.00	8,105.00	1,880.00	0.00	8,443.00	49.0
4724 POST REIMBURSEMENT	5,000.00	5,000.00	2,264.72	0.00	0.00	2,735.28	45.3
4727 POLICE DETAILS	1,000.00	1,000.00	2,021.13	1,053.03	0.00	-1,021.13	202.1
4734 3% Youth Programs (Cannabis)	60,000.00	60,000.00	35,207.32	7,660.16	0.00	24,792.68	58.7
4735 5% Public Safety (Cannabis)	74,000.00	74,000.00	58,678.86	12,766.95	0.00	15,321.14	79.3
4740 INSURANCE DIVIDENDS	800.00	800.00	705.56	0.00	0.00	94.44	88.2
4741 W/C INSURANCE CLAIMS	0.00	0.00	2,712.62	0.00	0.00	-2,712.62	0.0
4742 INSURANCE CLAIMS	0.00	0.00	16,218.06	8,576.77	0.00	-16,218.06	0.0
4790 NOT OTHERWISE CLASSIFIED	2,500.00	2,500.00	2,255.43	1,525.32	0.00	244.57	90.2
4910 OPERATING TRANSFERS IN	4,391,878.00	4,391,878.00	2,252.40	0.00	0.00	4,389,625.60	0.1
Dept: 000	14,087,588.00	14,087,588.00	3,306,462.20	674,256.45	0.00	10,781,125.80	23.5

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Revenues	14,087,588.00	14,087,588.00	3,306,462.20	674,256.45	0.00	10,781,125.80	23.5
Expenditures							
Dept: 100 CITY COUNCIL							
5102 SALARIES - PART TIME	21,600.00	21,600.00	9,000.00	1,800.00	0.00	12,600.00	41.7
5112 FICA	1,650.00	1,650.00	688.50	137.70	0.00	961.50	41.7
5114 UNEMPLOYMENT INS.	1,295.00	1,295.00	261.00	52.20	0.00	1,034.00	20.2
5250 PUBLICATION/DUES	240.00	240.00	0.00	0.00	0.00	240.00	0.0
5260 TELEPHONE	3,000.00	3,000.00	705.84	175.50	0.00	2,294.16	23.5
5265 TRAINING/EDUCATION	4,525.00	4,525.00	1,650.00	0.00	0.00	2,875.00	36.5
5270 TRAVEL & MEETINGS	12,560.00	12,560.00	7,347.33	564.98	0.00	5,212.67	58.5
5301 OFFICE SUPPLIES	300.00	300.00	0.00	0.00	0.00	300.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	200.00	200.00	86.20	0.00	0.00	113.80	43.1
CITY COUNCIL	45,370.00	45,370.00	19,738.87	2,730.38	0.00	25,631.13	43.5
Dept: 110 CITY CLERK							
5101 SALARIES - FULL TIME	85,844.00	85,844.00	93,147.17	4,670.40	0.00	-7,303.17	108.5
5102 SALARIES - PART TIME	7,500.00	7,500.00	4,498.48	0.00	0.00	3,001.52	60.0
5111 RETIREMENT	0.00	0.00	522.62	350.84	0.00	-522.62	0.0
5112 FICA	7,361.00	7,361.00	7,392.84	352.33	0.00	-31.84	100.4
5114 UNEMPLOYMENT INS.	630.00	630.00	195.00	0.00	0.00	435.00	31.0
5115 HEALTH INSURANCE	8,400.00	8,400.00	1,577.42	368.74	0.00	6,822.58	18.8
5120 VEHICLE ALLOWANCE	2,400.00	2,400.00	260.00	0.00	0.00	2,140.00	10.8
5123 WELLNESS PROGRAM	480.00	480.00	0.00	0.00	0.00	480.00	0.0
5210 CONTRACT SERVICE	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
5250 PUBLICATION/DUES	1,500.00	1,500.00	175.00	175.00	0.00	1,325.00	11.7
5260 TELEPHONE	660.00	660.00	183.53	45.83	0.00	476.47	27.8
5265 TRAINING/EDUCATION	1,675.00	1,675.00	2,016.51	1,040.00	0.00	-341.51	120.4
5270 TRAVEL & MEETINGS	2,890.00	2,890.00	1,144.60	552.39	0.00	1,745.40	39.6
5301 OFFICE SUPPLIES	2,200.00	2,200.00	2,837.93	2,485.61	0.00	-637.93	129.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,000.00	5,000.00	28.15	0.00	0.00	4,971.85	0.6
CITY CLERK	131,540.00	131,540.00	113,979.25	10,041.14	0.00	17,560.75	86.6
Dept: 120 CITY ATTORNEY							
5210 CONTRACT SERVICE	135,000.00	135,000.00	32,000.00	8,000.00	0.00	103,000.00	23.7
CITY ATTORNEY	135,000.00	135,000.00	32,000.00	8,000.00	0.00	103,000.00	23.7
Dept: 130 CITY MANAGER							
5101 SALARIES - FULL TIME	426,957.00	426,957.00	168,354.57	33,111.40	0.00	258,602.43	39.4
5103 OVERTIME	500.00	500.00	255.03	62.03	0.00	244.97	51.0
5108 SPECIALTY PAY	0.00	0.00	441.12	147.04	0.00	-441.12	0.0
5111 RETIREMENT	31,341.00	31,341.00	11,746.40	1,945.41	0.00	19,594.60	37.5
5112 FICA	33,576.00	33,576.00	11,109.82	1,732.49	0.00	22,466.18	33.1
5114 UNEMPLOYMENT INS.	1,680.00	1,680.00	0.00	0.00	0.00	1,680.00	0.0
5115 HEALTH INSURANCE	33,600.00	33,600.00	9,865.34	2,093.64	0.00	23,734.66	29.4
5120 VEHICLE ALLOWANCE	6,000.00	6,000.00	2,340.00	300.00	0.00	3,660.00	39.0
5123 WELLNESS PROGRAM	1,440.00	1,440.00	19.98	0.00	0.00	1,420.02	1.4
5124 EDUCATION INCENTIVE	4,000.00	4,000.00	1,580.00	0.00	0.00	2,420.00	39.5
5210 CONTRACT SERVICE	10,000.00	10,000.00	2,291.66	2,291.66	0.00	7,708.34	22.9
5250 PUBLICATION/DUES	3,170.00	3,170.00	115.00	115.00	0.00	3,055.00	3.6
5260 TELEPHONE	2,640.00	2,640.00	772.13	183.32	0.00	1,867.87	29.2
5265 TRAINING/EDUCATION	4,400.00	4,400.00	3,140.00	1,450.00	0.00	1,260.00	71.4
5270 TRAVEL & MEETINGS	13,700.00	13,700.00	6,429.55	1,405.30	0.00	7,270.45	46.9
5301 OFFICE SUPPLIES	1,000.00	1,000.00	246.34	140.96	0.00	753.66	24.6
5310 SAFETY/EQUIPMENT/CLOTHING	100.00	100.00	86.60	0.00	0.00	13.40	86.6
5330 SPECIAL DEPARTMENTAL SUPPLIES	0.00	0.00	726.07	0.00	0.00	-726.07	0.0
CITY MANAGER	574,104.00	574,104.00	219,519.61	44,978.25	0.00	354,584.39	38.2
Dept: 131 MARKETING & DEVELOPMENT							
5201 ADVERTISING (INCL LEGAL)	12,200.00	12,200.00	2,758.59	904.64	0.00	9,441.41	22.6
5210 CONTRACT SERVICE	106,228.00	106,228.00	42,939.34	12,198.59	0.00	63,288.66	40.4
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
MARKETING & DEVELOPMENT	119,728.00	119,728.00	45,697.93	13,103.23	0.00	74,030.07	38.2
Dept: 140 ADMIN/FINANCIAL SERVICES							
5101 SALARIES - FULL TIME	339,449.00	339,449.00	122,384.94	22,801.46	0.00	217,064.06	36.1
5102 SALARIES - PART TIME	7,500.00	7,500.00	5,839.16	1,067.43	0.00	1,660.84	77.9
5103 OVERTIME	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
5108 SPECIALTY PAY	2,600.00	2,600.00	874.98	150.00	0.00	1,725.02	33.7
5111 RETIREMENT	26,169.00	26,169.00	9,978.74	1,903.56	0.00	16,190.26	38.1
5112 FICA	27,503.00	27,503.00	9,566.73	1,752.24	0.00	17,936.27	34.8
5114 UNEMPLOYMENT INS.	2,030.00	2,030.00	169.34	30.95	0.00	1,860.66	8.3
5115 HEALTH INSURANCE	36,400.00	36,400.00	9,941.75	1,985.64	0.00	26,458.25	27.3
5123 WELLNESS PROGRAM	960.00	960.00	0.00	0.00	0.00	960.00	0.0
5124 EDUCATION INCENTIVE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
5250 PUBLICATION/DUES	629.00	629.00	150.00	0.00	0.00	479.00	23.8
5260 TELEPHONE	660.00	660.00	163.53	40.83	0.00	496.47	24.8
5265 TRAINING/EDUCATION	2,860.00	2,860.00	0.00	0.00	0.00	2,860.00	0.0
5270 TRAVEL & MEETINGS	90.00	90.00	32.21	0.00	0.00	57.79	35.8
5301 OFFICE SUPPLIES	1,650.00	1,650.00	1,054.31	176.21	0.00	595.69	63.9
5310 SAFETY/EQUIPMENT/CLOTHING	300.00	300.00	0.00	0.00	0.00	300.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
ADMIN/FINANCIAL SERVICES	458,050.00	458,050.00	160,155.69	29,908.32	0.00	297,894.31	35.0
Dept: 141 ACCOUNTING AND REPORTING							
5210 CONTRACT SERVICE	70,894.00	70,894.00	3,296.99	0.00	0.00	67,597.01	4.7
5213 STATE MANDATED FEE	400.00	400.00	29.60	0.00	0.00	370.40	7.4
ACCOUNTING AND REPORTING	71,294.00	71,294.00	3,326.59	0.00	0.00	67,967.41	4.7
Dept: 143 INFORMATION TECHNOLOGY SERVICE							
5101 SALARIES - FULL TIME	255,655.00	255,655.00	86,536.99	16,981.44	0.00	169,118.01	33.8
5103 OVERTIME	7,000.00	7,000.00	1,161.91	333.36	0.00	5,838.09	16.6
5108 SPECIALTY PAY	0.00	0.00	49.98	0.00	0.00	-49.98	0.0
5111 RETIREMENT	18,676.00	18,676.00	6,562.85	1,288.88	0.00	12,113.15	35.1
5112 FICA	20,626.00	20,626.00	5,827.36	629.26	0.00	14,798.64	28.3
5114 UNEMPLOYMENT INS.	1,400.00	1,400.00	340.67	0.00	0.00	1,059.33	24.3
5115 HEALTH INSURANCE	28,000.00	28,000.00	8,958.17	2,012.15	0.00	19,041.83	32.0
5123 WELLNESS PROGRAM	960.00	960.00	0.00	0.00	0.00	960.00	0.0
5124 EDUCATION INCENTIVE	6,000.00	6,000.00	294.00	0.00	0.00	5,706.00	4.9
5241 MAINTENANCE OF EQUIPMENT	1,500.00	1,500.00	583.45	0.00	0.00	916.55	38.9
5242 VEHICLE FUEL	1,420.00	1,420.00	370.84	121.56	0.00	1,049.16	26.1
5250 PUBLICATION/DUES	4,960.00	4,960.00	0.00	0.00	0.00	4,960.00	0.0
5260 TELEPHONE	2,640.00	2,640.00	636.25	150.69	0.00	2,003.75	24.1
5265 TRAINING/EDUCATION	4,700.00	4,700.00	2,178.00	0.00	0.00	2,522.00	46.3
5301 OFFICE SUPPLIES	1,500.00	1,500.00	1,194.85	0.00	0.00	305.15	79.7
5310 SAFETY/EQUIPMENT/CLOTHING	1,000.00	1,000.00	1,057.83	0.00	0.00	-57.83	105.8
5320 SMALL TOOLS	3,000.00	3,000.00	804.52	0.00	0.00	2,195.48	26.8
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,000.00	5,000.00	2,292.55	0.00	0.00	2,707.45	45.9
5440 EQUIPMENT - AUTOMOTIVE	40,000.00	40,000.00	40,294.15	0.00	0.00	-294.15	100.7
INFORMATION TECHNOLOGY SERVICE	404,037.00	404,037.00	159,144.37	21,517.34	0.00	244,892.63	39.4
Dept: 144 SPECIAL REVENUES AND GRANTS							
5210 CONTRACT SERVICE	20,299.00	20,299.00	2,749.74	845.79	0.00	17,549.26	13.5
5250 PUBLICATION/DUES	215,724.00	215,724.00	79,090.52	27,578.19	0.00	136,633.48	36.7
5282 FIBER OPTIC	16,538.00	16,538.00	15,750.00	15,750.00	0.00	788.00	95.2
5330 SPECIAL DEPARTMENTAL SUPPLIES	15,000.00	15,000.00	11,877.31	2,664.98	0.00	3,122.69	79.2
5442 EQUIPMENT - OTHER	38,182.00	38,182.00	23,344.66	0.00	0.00	14,837.34	61.1
SPECIAL REVENUES AND GRANTS	305,743.00	305,743.00	132,812.23	46,838.96	0.00	172,930.77	43.4
Dept: 150 HUMAN RESOURCES MANAGEMENT							
5210 CONTRACT SERVICE	7,890.00	7,890.00	5,761.50	0.00	0.00	2,128.50	73.0
5250 PUBLICATION/DUES	3,200.00	3,200.00	219.00	0.00	0.00	2,981.00	6.8
5262 TESTING SERVICES	9,700.00	9,700.00	2,363.97	110.00	0.00	7,336.03	24.4

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 150 HUMAN RESOURCES MANAGEMENT							
5265 TRAINING/EDUCATION	1,950.00	1,950.00	0.00	0.00	0.00	1,950.00	0.0
5270 TRAVEL & MEETINGS	2,500.00	2,500.00	816.22	503.00	0.00	1,683.78	32.6
5301 OFFICE SUPPLIES	750.00	750.00	428.54	0.00	0.00	321.46	57.1
5310 SAFETY/EQUIPMENT/CLOTHING	100.00	100.00	86.60	0.00	0.00	13.40	86.6
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,000.00	5,000.00	1,255.62	1,106.67	0.00	3,744.38	25.1
HUMAN RESOURCES MANAGEMENT	31,090.00	31,090.00	10,931.45	1,719.67	0.00	20,158.55	35.2
Dept: 151 EMPLOYEE BENEFITS							
5113 WORKER'S COMP	265,698.00	265,698.00	0.00	0.00	0.00	265,698.00	0.0
5210 CONTRACT SERVICE	10,000.00	10,000.00	4,750.00	0.00	0.00	5,250.00	47.5
5230 GENERAL LIABILITY INSURANCE	353,807.00	353,807.00	2,462.00	0.00	0.00	351,345.00	0.7
5270 TRAVEL & MEETINGS	600.00	600.00	0.00	0.00	0.00	600.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
EMPLOYEE BENEFITS	630,355.00	630,355.00	7,212.00	0.00	0.00	623,143.00	1.1
Dept: 190 GENERAL SERVICES							
5201 ADVERTISING (INCL LEGAL)	15,000.00	15,000.00	712.15	0.00	0.00	14,287.85	4.7
5210 CONTRACT SERVICE	72,500.00	72,500.00	19,140.06	0.00	0.00	53,359.94	26.4
5241 MAINTENANCE OF EQUIPMENT	500.00	500.00	8.00	0.00	0.00	492.00	1.6
5242 VEHICLE FUEL	300.00	300.00	149.96	52.63	0.00	150.04	50.0
5250 PUBLICATION/DUES	10,650.00	10,650.00	2,243.00	0.00	0.00	8,407.00	21.1
5260 TELEPHONE	15,000.00	15,000.00	7,688.37	1,392.18	0.00	7,311.63	51.3
5270 TRAVEL & MEETINGS	0.00	0.00	156.14	0.00	0.00	-156.14	0.0
5280 UTILITIES - ELECTRIC	35,000.00	35,000.00	17,711.22	3,058.78	0.00	17,288.78	50.6
5281 UTILITIES - GAS	400.00	400.00	108.64	31.55	0.00	291.36	27.2
5301 OFFICE SUPPLIES	7,500.00	7,500.00	2,356.95	1,740.88	0.00	5,143.05	31.4
5303 BANK CHARGES	12,000.00	12,000.00	12,851.25	2,791.20	0.00	-851.25	107.1
5305 POSTAGE/FREIGHT	15,000.00	15,000.00	4,498.56	1,130.71	0.00	10,501.44	30.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,800.00	1,800.00	1,322.02	94.33	0.00	477.98	73.4
5332 Cannabis CUP Funing	60,202.00	60,202.00	1,168.02	0.00	0.00	59,033.98	1.9
5442 EQUIPMENT - OTHER	8,000.00	8,000.00	3,116.31	1,209.00	0.00	4,883.69	39.0
5522 COMMITMENT FEES	80,000.00	80,000.00	23,633.30	13,760.50	0.00	56,366.70	29.5
5540 PROPERTY TAXES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
GENERAL SERVICES	336,852.00	336,852.00	96,863.95	25,261.76	0.00	239,988.05	28.8
Dept: 210 POLICE MANAGEMENT SERVICES							
5101 SALARIES - FULL TIME	642,575.00	642,575.00	244,836.36	44,716.18	0.00	397,738.64	38.1
5103 OVERTIME	10,000.00	10,000.00	14,760.61	3,387.40	0.00	-4,760.61	147.6
5104 COURT/TRAVEL/STANDBY	9,080.00	9,080.00	3,604.93	382.88	0.00	5,475.07	39.7
5105 CERTIFICATE PAY	34,950.00	34,950.00	12,605.15	2,298.20	0.00	22,344.85	36.1
5107 SHIFT DIFFERENTIAL	7,800.00	7,800.00	2,650.00	600.00	0.00	5,150.00	34.0
5108 SPECIALTY PAY	6,818.00	6,818.00	5,231.80	980.16	0.00	1,586.20	76.7
5111 RETIREMENT	108,424.00	108,424.00	43,892.15	8,178.85	0.00	64,531.85	40.5
5112 FICA	56,630.00	56,630.00	20,630.40	3,774.72	0.00	35,999.60	36.4
5114 UNEMPLOYMENT INS.	2,520.00	2,520.00	0.00	0.00	0.00	2,520.00	0.0
5115 HEALTH INSURANCE	50,400.00	50,400.00	15,022.02	2,525.38	0.00	35,377.98	29.8
5116 STONEGARDEN OVERTIME	23,600.00	23,600.00	0.00	0.00	0.00	23,600.00	0.0
5123 WELLNESS PROGRAM	1,440.00	1,440.00	200.00	40.00	0.00	1,240.00	13.9
5124 EDUCATION INCENTIVE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
5250 PUBLICATION/DUES	1,151.00	1,151.00	348.00	0.00	0.00	803.00	30.2
5265 TRAINING/EDUCATION	3,790.00	3,790.00	1,353.40	0.00	0.00	2,436.60	35.7
5270 TRAVEL & MEETINGS	27,149.00	27,149.00	7,534.78	2,504.73	0.00	19,614.22	27.8
5310 SAFETY/EQUIPMENT/CLOTHING	7,200.00	7,200.00	4,958.68	0.00	0.00	2,241.32	68.9
POLICE MANAGEMENT SERVICES	997,527.00	997,527.00	377,628.28	69,388.50	0.00	619,898.72	37.9
Dept: 211 POLICE FIELD SERVICES							
5101 SALARIES - FULL TIME	993,144.00	993,144.00	371,954.13	63,732.59	0.00	621,189.87	37.5
5103 OVERTIME	80,015.00	80,015.00	60,313.90	16,703.06	0.00	19,701.10	75.4
5104 COURT/TRAVEL/STANDBY	29,626.00	29,626.00	11,264.88	1,493.84	0.00	18,361.12	38.0
5105 CERTIFICATE PAY	46,280.00	46,280.00	21,821.38	3,982.72	0.00	24,458.62	47.2

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 211 POLICE FIELD SERVICES							
5107 SHIFT DIFFERENTIAL	15,600.00	15,600.00	6,897.47	600.00	0.00	8,702.53	44.2
5108 SPECIALTY PAY	27,382.00	27,382.00	12,229.48	1,986.56	0.00	15,152.52	44.7
5111 RETIREMENT	162,274.00	162,274.00	66,251.19	11,463.64	0.00	96,022.81	40.8
5112 FICA	98,387.00	98,387.00	40,075.27	7,396.07	0.00	58,311.73	40.7
5114 UNEMPLOYMENT INS.	5,460.00	5,460.00	241.06	0.00	0.00	5,218.94	4.4
5115 HEALTH INSURANCE	109,200.00	109,200.00	41,061.21	7,652.11	0.00	68,138.79	37.6
5116 STONEGARDEN OVERTIME	76,700.00	76,700.00	0.00	0.00	0.00	76,700.00	0.0
5123 WELLNESS PROGRAM	3,360.00	3,360.00	112.85	0.00	0.00	3,247.15	3.4
5124 EDUCATION INCENTIVE	14,000.00	14,000.00	3,612.52	723.48	0.00	10,387.48	25.8
5241 MAINTENANCE OF EQUIPMENT	30,000.00	30,000.00	10,938.32	516.85	0.00	19,061.68	36.5
5242 VEHICLE FUEL	57,893.00	57,893.00	15,228.95	3,746.49	0.00	42,664.05	26.3
5262 TESTING SERVICES	6,000.00	6,000.00	74.00	0.00	0.00	5,926.00	1.2
5265 TRAINING/EDUCATION	6,091.00	6,091.00	750.00	0.00	0.00	5,341.00	12.3
5270 TRAVEL & MEETINGS	15,156.00	15,156.00	1,586.58	0.00	0.00	13,569.42	10.5
5301 OFFICE SUPPLIES	2,500.00	2,500.00	352.20	75.65	0.00	2,147.80	14.1
5310 SAFETY/EQUIPMENT/CLOTHING	16,800.00	16,800.00	6,027.49	408.37	0.00	10,772.51	35.9
5321 ARMORY/SUPPLIES	5,000.00	5,000.00	2,706.22	0.00	0.00	2,293.78	54.1
5442 EQUIPMENT - OTHER	3,600.00	3,600.00	1,192.88	0.00	0.00	2,407.12	33.1
POLICE FIELD SERVICES	1,804,468.00	1,804,468.00	674,691.98	120,481.43	0.00	1,129,776.02	37.4
Dept: 213 COMMUNICATIONS							
5210 CONTRACT SERVICE	340,441.00	340,441.00	156,330.40	0.00	0.00	184,110.60	45.9
5260 TELEPHONE	25,500.00	25,500.00	11,458.92	2,648.19	0.00	14,041.08	44.9
5280 UTILITIES - ELECTRIC	300.00	300.00	0.00	0.00	0.00	300.00	0.0
COMMUNICATIONS	366,241.00	366,241.00	167,789.32	2,648.19	0.00	198,451.68	45.8
Dept: 214 POLICE SPECIAL PROGRAM SERVICE							
5330 SPECIAL DEPARTMENTAL SUPPLIES	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	0.0
POLICE SPECIAL PROGRAM SERVICE	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	0.0
Dept: 215 POLICE RECORDS							
5101 SALARIES - FULL TIME	163,405.00	163,405.00	43,656.00	8,019.20	0.00	119,749.00	26.7
5103 OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5108 SPECIALTY PAY	1,300.00	1,300.00	550.00	100.00	0.00	750.00	42.3
5111 RETIREMENT	13,539.00	13,539.00	3,829.47	702.30	0.00	9,709.53	28.3
5112 FICA	12,866.00	12,866.00	3,323.27	609.51	0.00	9,542.73	25.8
5114 UNEMPLOYMENT INS.	1,260.00	1,260.00	0.00	0.00	0.00	1,260.00	0.0
5115 HEALTH INSURANCE	16,800.00	16,800.00	5,232.85	1,060.67	0.00	11,567.15	31.1
5123 WELLNESS PROGRAM	480.00	480.00	0.00	0.00	0.00	480.00	0.0
5124 EDUCATION INCENTIVE	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5265 TRAINING/EDUCATION	770.00	770.00	395.00	0.00	0.00	375.00	51.3
5270 TRAVEL & MEETINGS	2,450.00	2,450.00	143.00	143.00	0.00	2,307.00	5.8
5301 OFFICE SUPPLIES	800.00	800.00	178.27	0.00	0.00	621.73	22.3
5310 SAFETY/EQUIPMENT/CLOTHING	1,200.00	1,200.00	500.00	0.00	0.00	700.00	41.7
POLICE RECORDS	217,870.00	217,870.00	57,807.86	10,634.68	0.00	160,062.14	26.5
Dept: 216 K-9 SERVICES							
5210 CONTRACT SERVICE	600.00	600.00	0.00	0.00	0.00	600.00	0.0
5265 TRAINING/EDUCATION	9,600.00	9,600.00	4,620.00	0.00	0.00	4,980.00	48.1
5270 TRAVEL & MEETINGS	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,300.00	1,300.00	169.28	0.00	0.00	1,130.72	13.0
K-9 SERVICES	12,700.00	12,700.00	4,789.28	0.00	0.00	7,910.72	37.7
Dept: 220 FIRE							
5210 CONTRACT SERVICE	1,079,791.00	1,079,791.00	356,197.62	71,301.22	0.00	723,593.38	33.0
FIRE	1,079,791.00	1,079,791.00	356,197.62	71,301.22	0.00	723,593.38	33.0
Dept: 230 ANIMAL CONTROL							
5101 SALARIES - FULL TIME	52,182.00	52,182.00	20,504.00	3,744.00	0.00	31,678.00	39.3
5103 OVERTIME	1,500.00	1,500.00	838.92	51.18	0.00	661.08	55.9

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 230 ANIMAL CONTROL							
5104 COURT/TRAVEL/STANDBY	8,395.00	8,395.00	0.00	0.00	0.00	8,395.00	0.0
5111 RETIREMENT	4,112.00	4,112.00	1,790.13	323.86	0.00	2,321.87	43.5
5112 FICA	4,749.00	4,749.00	1,611.58	286.17	0.00	3,137.42	33.9
5114 UNEMPLOYMENT INS.	420.00	420.00	0.00	0.00	0.00	420.00	0.0
5115 HEALTH INSURANCE	8,400.00	8,400.00	3,649.92	718.38	0.00	4,750.08	43.5
5210 CONTRACT SERVICE	7,668.00	7,668.00	1,995.00	0.00	0.00	5,673.00	26.0
5241 MAINTENANCE OF EQUIPMENT	2,500.00	2,500.00	873.08	0.00	0.00	1,626.92	34.9
5242 VEHICLE FUEL	3,500.00	3,500.00	1,946.53	405.89	0.00	1,553.47	55.6
5250 PUBLICATION/DUES	160.00	160.00	48.00	0.00	0.00	112.00	30.0
5301 OFFICE SUPPLIES	150.00	150.00	0.00	0.00	0.00	150.00	0.0
5310 SAFETY/EQUIPMENT/CLOTHING	600.00	600.00	0.00	0.00	0.00	600.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,000.00	1,000.00	180.26	0.00	0.00	819.74	18.0
ANIMAL CONTROL	95,336.00	95,336.00	33,437.42	5,529.48	0.00	61,898.58	35.1
Dept: 300 PUBLIC SERVICES MANAGEMENT							
5101 SALARIES - FULL TIME	422,956.00	422,956.00	153,353.66	29,689.60	0.00	269,602.34	36.3
5105 CERTIFICATE PAY	1,950.00	1,950.00	0.00	0.00	0.00	1,950.00	0.0
5108 SPECIALTY PAY	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.0
5111 RETIREMENT	33,369.00	33,369.00	12,827.11	2,530.28	0.00	20,541.89	38.4
5112 FICA	32,947.00	32,947.00	11,056.51	2,127.04	0.00	21,890.49	33.6
5114 UNEMPLOYMENT INS.	1,680.00	1,680.00	0.00	0.00	0.00	1,680.00	0.0
5115 HEALTH INSURANCE	33,600.00	33,600.00	8,513.76	2,013.31	0.00	25,086.24	25.3
5123 WELLNESS PROGRAM	480.00	480.00	0.00	0.00	0.00	480.00	0.0
5124 EDUCATION INCENTIVE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
PUBLIC SERVICES MANAGEMENT	532,282.00	532,282.00	185,751.04	36,360.23	0.00	346,530.96	34.9
Dept: 310 ENGINEERING							
5101 SALARIES - FULL TIME	174,311.00	174,311.00	75,310.27	15,038.65	0.00	99,000.73	43.2
5102 SALARIES - PART TIME	17,497.00	17,497.00	1,050.00	0.00	0.00	16,447.00	6.0
5111 RETIREMENT	11,039.00	11,039.00	6,192.18	1,229.78	0.00	4,846.82	56.1
5112 FICA	15,053.00	15,053.00	5,844.68	1,150.46	0.00	9,208.32	38.8
5114 UNEMPLOYMENT INS.	1,260.00	1,260.00	180.57	0.00	0.00	1,079.43	14.3
5115 HEALTH INSURANCE	16,800.00	16,800.00	7,468.88	1,637.62	0.00	9,331.12	44.5
5123 WELLNESS PROGRAM	960.00	960.00	40.00	0.00	0.00	920.00	4.2
5124 EDUCATION INCENTIVE	4,000.00	4,000.00	425.00	0.00	0.00	3,575.00	10.6
5210 CONTRACT SERVICE	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
5241 MAINTENANCE OF EQUIPMENT	1,600.00	1,600.00	137.85	0.00	0.00	1,462.15	8.6
5242 VEHICLE FUEL	1,669.00	1,669.00	0.00	0.00	0.00	1,669.00	0.0
5250 PUBLICATION/DUES	280.00	280.00	0.00	0.00	0.00	280.00	0.0
5260 TELEPHONE	1,080.00	1,080.00	287.16	71.66	0.00	792.84	26.6
5265 TRAINING/EDUCATION	550.00	550.00	0.00	0.00	0.00	550.00	0.0
5270 TRAVEL & MEETINGS	850.00	850.00	0.00	0.00	0.00	850.00	0.0
5301 OFFICE SUPPLIES	500.00	500.00	112.60	0.00	0.00	387.40	22.5
5310 SAFETY/EQUIPMENT/CLOTHING	600.00	600.00	789.68	0.00	0.00	-189.68	131.6
5910 OPERATING TRANSFERS OUT	4,397.00	4,397.00	0.00	0.00	0.00	4,397.00	0.0
ENGINEERING	255,946.00	255,946.00	97,838.87	19,128.17	0.00	158,107.13	38.2
Dept: 320 STREET MAINTENANCE							
5101 SALARIES - FULL TIME	168,278.00	168,278.00	64,947.09	11,873.37	0.00	103,330.91	38.6
5103 OVERTIME	10,000.00	10,000.00	445.13	172.22	0.00	9,554.87	4.5
5104 COURT/TRAVEL/STANDBY	9,120.00	9,120.00	5,186.22	1,130.24	0.00	3,933.78	56.9
5110 UNIFORM ALLOWANCE	2,500.00	2,500.00	2,936.63	0.00	0.00	-436.63	117.5
5111 RETIREMENT	11,795.00	11,795.00	4,897.78	901.18	0.00	6,897.22	41.5
5112 FICA	14,562.00	14,562.00	5,345.21	994.99	0.00	9,216.79	36.7
5114 UNEMPLOYMENT INS.	1,680.00	1,680.00	0.00	0.00	0.00	1,680.00	0.0
5115 HEALTH INSURANCE	33,600.00	33,600.00	12,648.21	2,497.64	0.00	20,951.79	37.6
5123 WELLNESS PROGRAM	960.00	960.00	199.96	39.99	0.00	760.04	20.8
5124 EDUCATION INCENTIVE	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5210 CONTRACT SERVICE	63,250.00	63,250.00	0.00	0.00	0.00	63,250.00	0.0
5241 MAINTENANCE OF EQUIPMENT	126,500.00	126,500.00	13,003.90	3,907.38	0.00	113,496.10	10.3
5242 VEHICLE FUEL	17,087.00	17,087.00	6,324.27	2,203.54	0.00	10,762.73	37.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 320 STREET MAINTENANCE							
5250 PUBLICATION/DUES	6,200.00	6,200.00	-528.22	0.00	0.00	6,728.22	-8.5
5252 RENT OF EQUIPMENT / PROPERTY	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5260 TELEPHONE	2,160.00	2,160.00	709.69	161.29	0.00	1,450.31	32.9
5265 TRAINING/EDUCATION	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
5270 TRAVEL & MEETINGS	1,600.00	1,600.00	103.50	0.00	0.00	1,496.50	6.5
5280 UTILITIES - ELECTRIC	125,000.00	125,000.00	54,229.67	2,506.51	0.00	70,770.33	43.4
5310 SAFETY/EQUIPMENT/CLOTHING	5,000.00	5,000.00	2,589.89	0.00	0.00	2,410.11	51.8
5320 SMALL TOOLS	16,000.00	16,000.00	2,032.77	1,293.90	0.00	13,967.23	12.7
5330 SPECIAL DEPARTMENTAL SUPPLIES	60,000.00	60,000.00	7,158.89	5,075.35	0.00	52,841.11	11.9
5442 EQUIPMENT - OTHER	312,000.00	312,000.00	0.00	0.00	0.00	312,000.00	0.0
STREET MAINTENANCE	993,292.00	993,292.00	182,230.59	32,757.60	0.00	811,061.41	18.3
Dept: 325 STORM DRAINS							
5103 OVERTIME	0.00	0.00	182.24	0.00	0.00	-182.24	0.0
5112 FICA	0.00	0.00	12.67	0.00	0.00	-12.67	0.0
5115 HEALTH INSURANCE	0.00	0.00	63.88	0.00	0.00	-63.88	0.0
5241 MAINTENANCE OF EQUIPMENT	6,000.00	6,000.00	8,148.51	0.00	0.00	-2,148.51	135.8
5242 VEHICLE FUEL	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5250 PUBLICATION/DUES	9,500.00	9,500.00	0.00	0.00	0.00	9,500.00	0.0
5280 UTILITIES - ELECTRIC	1,000.00	1,000.00	426.32	88.78	0.00	573.68	42.6
5310 SAFETY/EQUIPMENT/CLOTHING	250.00	250.00	0.00	0.00	0.00	250.00	0.0
STORM DRAINS	17,250.00	17,250.00	8,833.62	88.78	0.00	8,416.38	51.2
Dept: 330 SANITATION							
5210 CONTRACT SERVICE	1,415,246.00	1,415,246.00	501,457.41	137,295.87	0.00	913,788.59	35.4
5216 RECYCLING/LITTER REDUCTION	300.00	300.00	0.00	0.00	0.00	300.00	0.0
5217 RECYCLING TASK FORCE	40,000.00	40,000.00	39,449.72	0.00	0.00	550.28	98.6
5301 OFFICE SUPPLIES	800.00	800.00	97.90	17.78	0.00	702.10	12.2
SANITATION	1,456,346.00	1,456,346.00	541,005.03	137,313.65	0.00	915,340.97	37.1
Dept: 340 SHOP							
5101 SALARIES - FULL TIME	95,190.00	95,190.00	34,827.20	6,673.60	0.00	60,362.80	36.6
5111 RETIREMENT	7,127.00	7,127.00	2,869.99	548.34	0.00	4,257.01	40.3
5112 FICA	7,282.00	7,282.00	2,635.54	504.43	0.00	4,646.46	36.2
5114 UNEMPLOYMENT INS.	840.00	840.00	0.00	0.00	0.00	840.00	0.0
5115 HEALTH INSURANCE	16,800.00	16,800.00	5,853.62	1,107.64	0.00	10,946.38	34.8
5210 CONTRACT SERVICE	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
5240 M & O IMPROVEMENTS	1,350.00	1,350.00	0.00	0.00	0.00	1,350.00	0.0
5241 MAINTENANCE OF EQUIPMENT	24,990.00	24,990.00	11,279.00	4,371.51	0.00	13,711.00	45.1
5242 VEHICLE FUEL	1,000.00	1,000.00	644.50	117.24	0.00	355.50	64.5
5252 RENT OF EQUIPMENT / PROPERTY	450.00	450.00	0.00	0.00	0.00	450.00	0.0
5260 TELEPHONE	600.00	600.00	228.94	57.16	0.00	371.06	38.2
5302 CUSTODIAL SUPPLIES	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0.0
5310 SAFETY/EQUIPMENT/CLOTHING	3,500.00	3,500.00	897.33	86.56	0.00	2,602.67	25.6
5320 SMALL TOOLS	7,000.00	7,000.00	4,229.14	0.00	0.00	2,770.86	60.4
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,000.00	5,000.00	20.66	20.66	0.00	4,979.34	0.4
SHOP	182,329.00	182,329.00	63,485.92	13,487.14	0.00	118,843.08	34.8
Dept: 345 BUILDINGS & GROUNDS							
5101 SALARIES - FULL TIME	199,083.00	199,083.00	55,446.31	8,268.70	0.00	143,636.69	27.9
5103 OVERTIME	0.00	0.00	203.31	0.00	0.00	-203.31	0.0
5111 RETIREMENT	14,340.00	14,340.00	4,134.90	584.87	0.00	10,205.10	28.8
5112 FICA	15,609.00	15,609.00	4,087.32	625.84	0.00	11,521.68	26.2
5114 UNEMPLOYMENT INS.	1,680.00	1,680.00	47.05	47.05	0.00	1,632.95	2.8
5115 HEALTH INSURANCE	33,600.00	33,600.00	8,241.28	1,237.69	0.00	25,358.72	24.5
5123 WELLNESS PROGRAM	960.00	960.00	0.00	0.00	0.00	960.00	0.0
5124 EDUCATION INCENTIVE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
5210 CONTRACT SERVICE	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
5240 M & O IMPROVEMENTS	5,000.00	5,000.00	1,743.76	125.00	0.00	3,256.24	34.9
5241 MAINTENANCE OF EQUIPMENT	175,000.00	175,000.00	16,478.28	3,890.23	0.00	158,521.72	9.4

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 345 BUILDINGS & GROUNDS							
5242 VEHICLE FUEL	1,000.00	1,000.00	1,008.05	179.44	0.00	-8.05	100.8
5250 PUBLICATION/DUES	250.00	250.00	121.00	0.00	0.00	129.00	48.4
5252 RENT OF EQUIPMENT / PROPERTY	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5260 TELEPHONE	0.00	0.00	447.25	48.99	0.00	-447.25	0.0
5262 TESTING SERVICES	540.00	540.00	0.00	0.00	0.00	540.00	0.0
5302 CUSTODIAL SUPPLIES	10,000.00	10,000.00	3,789.70	2,597.57	0.00	6,210.30	37.9
5310 SAFETY/EQUIPMENT/CLOTHING	1,000.00	1,000.00	1,232.22	0.00	0.00	-232.22	123.2
5320 SMALL TOOLS	1,000.00	1,000.00	479.72	0.00	0.00	520.28	48.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,875.00	5,875.00	166.94	19.25	0.00	5,708.06	2.8
5442 EQUIPMENT - OTHER	25,000.00	25,000.00	2,100.00	0.00	0.00	22,900.00	8.4
BUILDINGS & GROUNDS	497,437.00	497,437.00	99,727.09	17,624.63	0.00	397,709.91	20.0
Dept: 350 COMMUNITY DEVELOPMENT							
5101 SALARIES - FULL TIME	274,354.00	274,354.00	81,012.13	12,436.80	0.00	193,341.87	29.5
5102 SALARIES - PART TIME	4,500.00	4,500.00	1,050.00	200.00	0.00	3,450.00	23.3
5103 OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5105 CERTIFICATE PAY	1,300.00	1,300.00	275.00	50.00	0.00	1,025.00	21.2
5108 SPECIALTY PAY	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.0
5111 RETIREMENT	20,319.00	20,319.00	6,464.99	1,080.10	0.00	13,854.01	31.8
5112 FICA	21,408.00	21,408.00	6,264.62	970.58	0.00	15,143.38	29.3
5114 UNEMPLOYMENT INS.	1,530.00	1,530.00	30.45	5.80	0.00	1,499.55	2.0
5115 HEALTH INSURANCE	25,200.00	25,200.00	6,627.36	1,060.58	0.00	18,572.64	26.3
5123 WELLNESS PROGRAM	1,440.00	1,440.00	0.00	0.00	0.00	1,440.00	0.0
5124 EDUCATION INCENTIVE	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
5210 CONTRACT SERVICE	0.00	0.00	60,718.62	5,884.41	0.00	-60,718.62	0.0
5221 FEE REFUNDS	0.00	0.00	3,803.01	2,243.29	0.00	-3,803.01	0.0
5241 MAINTENANCE OF EQUIPMENT	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5242 VEHICLE FUEL	230.00	230.00	0.00	0.00	0.00	230.00	0.0
5250 PUBLICATION/DUES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5260 TELEPHONE	1,080.00	1,080.00	1,042.24	271.71	0.00	37.76	96.5
5265 TRAINING/EDUCATION	3,110.00	3,110.00	0.00	0.00	0.00	3,110.00	0.0
5270 TRAVEL & MEETINGS	3,650.00	3,650.00	107.03	0.00	0.00	3,542.97	2.9
5301 OFFICE SUPPLIES	1,500.00	1,500.00	795.07	135.07	0.00	704.93	53.0
5310 SAFETY/EQUIPMENT/CLOTHING	350.00	350.00	400.00	0.00	0.00	-50.00	114.3
5442 EQUIPMENT - OTHER	1,800.00	1,800.00	836.30	0.00	0.00	963.70	46.5
COMMUNITY DEVELOPMENT	371,071.00	371,071.00	169,426.82	24,338.34	0.00	201,644.18	45.7
Dept: 360 BUILDING & SAFETY							
5101 SALARIES - FULL TIME	127,647.00	127,647.00	42,571.79	5,699.20	0.00	85,075.21	33.4
5105 CERTIFICATE PAY	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.0
5108 SPECIALTY PAY	2,600.00	2,600.00	800.00	100.00	0.00	1,800.00	30.8
5111 RETIREMENT	9,427.00	9,427.00	2,736.69	440.16	0.00	6,690.31	29.0
5112 FICA	10,443.00	10,443.00	3,316.67	442.36	0.00	7,126.33	31.8
5114 UNEMPLOYMENT INS.	840.00	840.00	0.00	0.00	0.00	840.00	0.0
5115 HEALTH INSURANCE	16,800.00	16,800.00	3,172.29	361.65	0.00	13,627.71	18.9
5123 WELLNESS PROGRAM	960.00	960.00	0.00	0.00	0.00	960.00	0.0
5124 EDUCATION INCENTIVE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
5213 STATE MANDATED FEE	5,400.00	5,400.00	2,863.16	0.00	0.00	2,536.84	53.0
5241 MAINTENANCE OF EQUIPMENT	1,200.00	1,200.00	326.33	14.54	0.00	873.67	27.2
5242 VEHICLE FUEL	3,338.00	3,338.00	747.64	184.42	0.00	2,590.36	22.4
5250 PUBLICATION/DUES	1,150.00	1,150.00	0.00	0.00	0.00	1,150.00	0.0
5260 TELEPHONE	1,080.00	1,080.00	347.11	86.66	0.00	732.89	32.1
5265 TRAINING/EDUCATION	1,650.00	1,650.00	489.00	0.00	0.00	1,161.00	29.6
5270 TRAVEL & MEETINGS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5301 OFFICE SUPPLIES	1,050.00	1,050.00	232.39	197.08	0.00	817.61	22.1
5310 SAFETY/EQUIPMENT/CLOTHING	950.00	950.00	399.86	0.00	0.00	550.14	42.1
BUILDING & SAFETY	191,835.00	191,835.00	58,002.93	7,526.07	0.00	133,832.07	30.2
Dept: 410 LIBRARY SERVICES							
5101 SALARIES - FULL TIME	77,034.00	77,034.00	19,640.50	2,800.00	0.00	57,393.50	25.5
5102 SALARIES - PART TIME	101,928.00	101,928.00	21,685.11	4,266.08	0.00	80,242.89	21.3

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 410 LIBRARY SERVICES							
5108 SPECIALTY PAY	1,300.00	1,300.00	100.00	0.00	0.00	1,200.00	7.7
5111 RETIREMENT	8,458.00	8,458.00	2,831.17	468.31	0.00	5,626.83	33.5
5112 FICA	14,016.00	14,016.00	3,136.06	534.80	0.00	10,879.94	22.4
5114 UNEMPLOYMENT INS.	3,360.00	3,360.00	155.13	37.96	0.00	3,204.87	4.6
5115 HEALTH INSURANCE	16,800.00	16,800.00	1,400.00	0.00	0.00	15,400.00	8.3
5123 WELLNESS PROGRAM	960.00	960.00	83.54	23.06	0.00	876.46	8.7
5124 EDUCATION INCENTIVE	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5210 CONTRACT SERVICE	3,850.00	3,850.00	359.94	59.99	0.00	3,490.06	9.3
5222 LITERACY SERVICES	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00	0.0
5250 PUBLICATION/DUES	2,602.00	2,602.00	410.00	0.00	0.00	2,192.00	15.8
5265 TRAINING/EDUCATION	925.00	925.00	18.54	0.00	0.00	906.46	2.0
5270 TRAVEL & MEETINGS	1,400.00	1,400.00	42.56	0.00	0.00	1,357.44	3.0
5280 UTILITIES - ELECTRIC	12,000.00	12,000.00	9,214.01	2,074.05	0.00	2,785.99	76.8
5301 OFFICE SUPPLIES	2,000.00	2,000.00	106.62	0.00	0.00	1,893.38	5.3
5310 SAFETY/EQUIPMENT/CLOTHING	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	7,150.00	7,150.00	3,252.57	590.01	0.00	3,897.43	45.5
5442 EQUIPMENT - OTHER	2,500.00	2,500.00	867.06	0.00	0.00	1,632.94	34.7
5444 LIBRARY BOOKS	8,500.00	8,500.00	2,885.77	187.37	0.00	5,614.23	34.0
LIBRARY SERVICES	284,983.00	284,983.00	66,188.58	11,041.63	0.00	218,794.42	23.2
Dept: 415 COMMUNITY SERVICES MANAGEMENT							
5101 SALARIES - FULL TIME	125,498.00	125,498.00	48,064.00	8,777.60	0.00	77,434.00	38.3
5111 RETIREMENT	10,041.00	10,041.00	4,154.34	759.26	0.00	5,886.66	41.4
5112 FICA	9,790.00	9,790.00	3,607.37	658.17	0.00	6,182.63	36.8
5114 UNEMPLOYMENT INS.	420.00	420.00	0.00	0.00	0.00	420.00	0.0
5115 HEALTH INSURANCE	8,400.00	8,400.00	1,912.00	382.57	0.00	6,488.00	22.8
5123 WELLNESS PROGRAM	480.00	480.00	156.00	39.00	0.00	324.00	32.5
5124 EDUCATION INCENTIVE	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5242 VEHICLE FUEL	0.00	0.00	131.19	0.00	0.00	-131.19	0.0
5250 PUBLICATION/DUES	1,506.00	1,506.00	825.00	0.00	0.00	681.00	54.8
5260 TELEPHONE	1,540.00	1,540.00	898.77	40.83	0.00	641.23	58.4
5265 TRAINING/EDUCATION	755.00	755.00	0.00	0.00	0.00	755.00	0.0
5270 TRAVEL & MEETINGS	2,800.00	2,800.00	42.55	0.00	0.00	2,757.45	1.5
5301 OFFICE SUPPLIES	400.00	400.00	17.23	0.00	0.00	382.77	4.3
COMMUNITY SERVICES MANAGEMENT	163,630.00	163,630.00	59,808.45	10,657.43	0.00	103,821.55	36.6
Dept: 420 PARKS MAINTENANCE SERVICES							
5101 SALARIES - FULL TIME	418,285.00	418,285.00	137,768.46	25,515.20	0.00	280,516.54	32.9
5102 SALARIES - PART TIME	48,738.00	48,738.00	29,345.89	6,521.13	0.00	19,392.11	60.2
5103 OVERTIME	8,050.00	8,050.00	4,624.82	1,003.80	0.00	3,425.18	57.5
5104 COURT/TRAVEL/STANDBY	9,800.00	9,800.00	4,809.38	1,001.52	0.00	4,990.62	49.1
5108 SPECIALTY PAY	0.00	0.00	50.04	0.00	0.00	-50.04	0.0
5110 UNIFORM ALLOWANCE	4,375.00	4,375.00	670.02	0.00	0.00	3,704.98	15.3
5111 RETIREMENT	33,261.00	33,261.00	11,080.79	2,058.02	0.00	22,180.21	33.3
5112 FICA	38,421.00	38,421.00	12,921.79	2,597.68	0.00	25,499.21	33.6
5114 UNEMPLOYMENT INS.	4,760.00	4,760.00	1,394.57	131.11	0.00	3,365.43	29.3
5115 HEALTH INSURANCE	70,000.00	70,000.00	21,376.10	4,144.34	0.00	48,623.90	30.5
5123 WELLNESS PROGRAM	3,360.00	3,360.00	0.00	0.00	0.00	3,360.00	0.0
5124 EDUCATION INCENTIVE	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.0
5210 CONTRACT SERVICE	30,500.00	30,500.00	141.27	141.27	0.00	30,358.73	0.5
5221 FEE REFUNDS	0.00	0.00	20.00	20.00	0.00	-20.00	0.0
5240 M & O IMPROVEMENTS	5,400.00	5,400.00	1,800.00	450.00	0.00	3,600.00	33.3
5241 MAINTENANCE OF EQUIPMENT	75,000.00	75,000.00	13,377.42	1,872.25	0.00	61,622.58	17.8
5242 VEHICLE FUEL	21,634.00	21,634.00	4,231.05	1,281.79	0.00	17,402.95	19.6
5250 PUBLICATION/DUES	975.00	975.00	602.00	602.00	0.00	373.00	61.7
5252 RENT OF EQUIPMENT / PROPERTY	800.00	800.00	335.16	335.16	0.00	464.84	41.9
5260 TELEPHONE	4,320.00	4,320.00	1,211.77	286.15	0.00	3,108.23	28.1
5263 CHEMICALS	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5265 TRAINING/EDUCATION	2,350.00	2,350.00	475.00	475.00	0.00	1,875.00	20.2
5270 TRAVEL & MEETINGS	3,500.00	3,500.00	817.96	160.00	0.00	2,682.04	23.4
5280 UTILITIES - ELECTRIC	25,000.00	25,000.00	9,991.10	2,198.07	0.00	15,008.90	40.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 420 PARKS MAINTENANCE SERVICES							
5301 OFFICE SUPPLIES	500.00	500.00	221.57	0.00	0.00	278.43	44.3
5302 CUSTODIAL SUPPLIES	7,000.00	7,000.00	1,704.81	703.39	0.00	5,295.19	24.4
5310 SAFETY/EQUIPMENT/CLOTHING	3,500.00	3,500.00	4,501.20	1,391.94	0.00	-1,001.20	128.6
5320 SMALL TOOLS	12,050.00	12,050.00	4,032.81	-104.87	0.00	8,017.19	33.5
5330 SPECIAL DEPARTMENTAL SUPPLIES	34,000.00	34,000.00	1,003.12	556.14	0.00	32,996.88	3.0
5350 WATER PURCHASES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5442 EQUIPMENT - OTHER	405,000.00	405,000.00	196,362.24	0.00	0.00	208,637.76	48.5
5910 OPERATING TRANSFERS OUT	3,650.00	3,650.00	0.00	0.00	0.00	3,650.00	0.0
PARKS MAINTENANCE SERVICES	1,289,729.00	1,289,729.00	464,870.34	53,341.09	0.00	824,858.66	36.0
Dept: 421 RECREATIONAL PROGRAMS							
5101 SALARIES - FULL TIME	55,087.00	55,087.00	25,319.60	4,088.00	0.00	29,767.40	46.0
5102 SALARIES - PART TIME	20,000.00	20,000.00	14,077.63	0.00	0.00	5,922.37	70.4
5103 OVERTIME	0.00	0.00	962.54	0.00	0.00	-962.54	0.0
5111 RETIREMENT	4,033.00	4,033.00	1,647.73	310.28	0.00	2,385.27	40.9
5112 FICA	5,744.00	5,744.00	2,974.45	290.16	0.00	2,769.55	51.8
5114 UNEMPLOYMENT INS.	1,620.00	1,620.00	506.11	0.00	0.00	1,113.89	31.2
5115 HEALTH INSURANCE	8,400.00	8,400.00	3,657.15	700.00	0.00	4,742.85	43.5
5210 CONTRACT SERVICE	3,000.00	3,000.00	77.00	0.00	0.00	2,923.00	2.6
5221 FEE REFUNDS	0.00	0.00	135.00	0.00	0.00	-135.00	0.0
5241 MAINTENANCE OF EQUIPMENT	500.00	500.00	24.20	24.20	0.00	475.80	4.8
5242 VEHICLE FUEL	510.00	510.00	0.00	0.00	0.00	510.00	0.0
5250 PUBLICATION/DUES	411.00	411.00	0.00	0.00	0.00	411.00	0.0
5252 RENT OF EQUIPMENT / PROPERTY	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
5260 TELEPHONE	540.00	540.00	194.53	40.83	0.00	345.47	36.0
5265 TRAINING/EDUCATION	820.00	820.00	0.00	0.00	0.00	820.00	0.0
5270 TRAVEL & MEETINGS	1,045.00	1,045.00	42.56	0.00	0.00	1,002.44	4.1
5301 OFFICE SUPPLIES	5,400.00	5,400.00	784.08	0.00	0.00	4,615.92	14.5
5310 SAFETY/EQUIPMENT/CLOTHING	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	0.00	0.00	690.78	0.00	0.00	-690.78	0.0
RECREATIONAL PROGRAMS	112,510.00	112,510.00	51,093.36	5,453.47	0.00	61,416.64	45.4
Dept: 431 POOL PROGRAMS							
5102 SALARIES - PART TIME	25,000.00	25,000.00	24,064.85	0.00	0.00	935.15	96.3
5103 OVERTIME	0.00	0.00	120.96	0.00	0.00	-120.96	0.0
5112 FICA	1,913.00	1,913.00	1,850.18	0.00	0.00	62.82	96.7
5114 UNEMPLOYMENT INS.	1,800.00	1,800.00	697.89	0.00	0.00	1,102.11	38.8
5115 HEALTH INSURANCE	0.00	0.00	43.06	0.00	0.00	-43.06	0.0
5210 CONTRACT SERVICE	0.00	0.00	143.50	0.00	0.00	-143.50	0.0
5221 FEE REFUNDS	0.00	0.00	30.00	0.00	0.00	-30.00	0.0
5241 MAINTENANCE OF EQUIPMENT	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
5250 PUBLICATION/DUES	2,400.00	2,400.00	0.00	0.00	0.00	2,400.00	0.0
5270 TRAVEL & MEETINGS	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5301 OFFICE SUPPLIES	0.00	0.00	22.98	0.00	0.00	-22.98	0.0
5310 SAFETY/EQUIPMENT/CLOTHING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	3,000.00	3,000.00	282.63	0.00	0.00	2,717.37	9.4
POOL PROGRAMS	39,513.00	39,513.00	27,256.05	0.00	0.00	12,256.95	69.0
Dept: 450 SPECIAL EVENTS							
5101 SALARIES - FULL TIME	0.00	0.00	533.87	99.31	0.00	-533.87	0.0
5102 SALARIES - PART TIME	5,000.00	5,000.00	715.44	715.44	0.00	4,284.56	14.3
5103 OVERTIME	25,000.00	25,000.00	7,329.69	6,465.72	0.00	17,670.31	29.3
5111 RETIREMENT	0.00	0.00	7.54	7.54	0.00	-7.54	0.0
5112 FICA	2,295.00	2,295.00	636.39	537.50	0.00	1,658.61	27.7
5114 UNEMPLOYMENT INS.	900.00	900.00	26.52	19.02	0.00	873.48	2.9
5115 HEALTH INSURANCE	0.00	0.00	1,869.49	1,706.27	0.00	-1,869.49	0.0
5201 ADVERTISING (INCL LEGAL)	2,000.00	2,000.00	19.00	0.00	0.00	1,981.00	1.0
5210 CONTRACT SERVICE	21,150.00	21,150.00	24,608.00	14,003.00	0.00	-3,458.00	116.3
5212 MARKET SUPPLIES	32,550.00	32,550.00	14,058.61	7,205.25	0.00	18,491.39	43.2
5241 MAINTENANCE OF EQUIPMENT	2,200.00	2,200.00	3,948.25	294.48	0.00	-1,748.25	179.5
5242 VEHICLE FUEL	500.00	500.00	0.00	0.00	0.00	500.00	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 450 SPECIAL EVENTS							
5250 PUBLICATION/DUES	3,514.00	3,514.00	2,775.00	1,538.00	0.00	739.00	79.0
5252 RENT OF EQUIPMENT / PROPERTY	9,100.00	9,100.00	2,969.87	2,524.87	0.00	6,130.13	32.6
5270 TRAVEL & MEETINGS	200.00	200.00	28.18	0.00	0.00	171.82	14.1
5301 OFFICE SUPPLIES	500.00	500.00	186.85	160.03	0.00	313.15	37.4
5303 BANK CHARGES	0.00	0.00	26.01	0.00	0.00	-26.01	0.0
5310 SAFETY/EQUIPMENT/CLOTHING	500.00	500.00	1,327.14	1,079.25	0.00	-827.14	265.4
5330 SPECIAL DEPARTMENTAL SUPPLIES	4,000.00	4,000.00	796.13	752.47	0.00	3,203.87	19.9
SPECIAL EVENTS	109,409.00	109,409.00	61,861.98	37,108.15	0.00	47,547.02	56.5
Dept: 999 COVID-19							
5101 SALARIES - FULL TIME	0.00	0.00	6,419.31	0.00	0.00	-6,419.31	0.0
5102 SALARIES - PART TIME	0.00	0.00	170.17	0.00	0.00	-170.17	0.0
5103 OVERTIME	0.00	0.00	46.98	0.00	0.00	-46.98	0.0
5111 RETIREMENT	0.00	0.00	761.49	0.00	0.00	-761.49	0.0
5112 FICA	0.00	0.00	497.59	0.00	0.00	-497.59	0.0
5114 UNEMPLOYMENT INS.	0.00	0.00	12.95	0.00	0.00	-12.95	0.0
5115 HEALTH INSURANCE	0.00	0.00	690.20	0.00	0.00	-690.20	0.0
5210 CONTRACT SERVICE	0.00	0.00	1,250.00	0.00	0.00	-1,250.00	0.0
5301 OFFICE SUPPLIES	0.00	0.00	25.49	0.00	0.00	-25.49	0.0
COVID-19	0.00	0.00	9,874.18	0.00	0.00	-9,874.18	0.0
Expenditures	14,389,658.00	14,389,658.00	4,820,978.55	890,308.93	0.00	9,568,679.45	33.5
Fund: 02 - ARP							
Revenues							
Dept: 000							
4471 STATE GRANT	4,334,689.00	4,334,689.00	2,167,345.00	0.00	0.00	2,167,344.00	50.0
4610 INTEREST EARNED	100.00	100.00	189.45	0.00	0.00	-89.45	189.5
Dept: 000	4,334,789.00	4,334,789.00	2,167,534.45	0.00	0.00	2,167,254.55	50.0
Revenues	4,334,789.00	4,334,789.00	2,167,534.45	0.00	0.00	2,167,254.55	50.0
Expenditures							
Dept: 130 CITY MANAGER							
5101 SALARIES - FULL TIME	0.00	0.00	37,303.76	0.00	0.00	-37,303.76	0.0
5112 FICA	0.00	0.00	2,853.74	0.00	0.00	-2,853.74	0.0
CITY MANAGER	0.00	0.00	40,157.50	0.00	0.00	-40,157.50	0.0
Dept: 140 ADMIN/FINANCIAL SERVICES							
5101 SALARIES - FULL TIME	0.00	0.00	32,977.72	0.00	0.00	-32,977.72	0.0
5112 FICA	0.00	0.00	2,522.81	0.00	0.00	-2,522.81	0.0
ADMIN/FINANCIAL SERVICES	0.00	0.00	35,500.53	0.00	0.00	-35,500.53	0.0
Dept: 143 INFORMATION TECHNOLOGY SERVICE							
5101 SALARIES - FULL TIME	0.00	0.00	16,148.65	0.00	0.00	-16,148.65	0.0
5112 FICA	0.00	0.00	1,235.38	0.00	0.00	-1,235.38	0.0
5114 UNEMPLOYMENT INS.	0.00	0.00	1.08	0.00	0.00	-1.08	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	937,668.00	937,668.00	0.00	0.00	0.00	937,668.00	0.0
INFORMATION TECHNOLOGY SERVICE	937,668.00	937,668.00	17,385.11	0.00	0.00	920,282.89	1.9
Dept: 155 COMMUNITY DEVELOPMENT							
5215 HOUSING ASSISTANCE	450,000.00	450,000.00	0.00	0.00	0.00	450,000.00	0.0
COMMUNITY DEVELOPMENT	450,000.00	450,000.00	0.00	0.00	0.00	450,000.00	0.0
Dept: 190 GENERAL SERVICES							
5214 BUSINESS ASSISTANCE	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.0
5910 OPERATING TRANSFERS OUT	1,047,121.00	1,047,121.00	0.00	0.00	0.00	1,047,121.00	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 02 - ARP							
Expenditures							
GENERAL SERVICES	1,347,121.00	1,347,121.00	0.00	0.00	0.00	1,347,121.00	0.0
Dept: 210 POLICE MANAGEMENT SERVICES							
5101 SALARIES - FULL TIME	0.00	0.00	143,538.82	0.00	0.00	-143,538.82	0.0
5112 FICA	0.00	0.00	10,980.70	0.00	0.00	-10,980.70	0.0
POLICE MANAGEMENT SERVICES	0.00	0.00	154,519.52	0.00	0.00	-154,519.52	0.0
Dept: 300 PUBLIC SERVICES MANAGEMENT							
5101 SALARIES - FULL TIME	0.00	0.00	144,252.07	0.00	0.00	-144,252.07	0.0
5112 FICA	0.00	0.00	11,035.28	0.00	0.00	-11,035.28	0.0
PUBLIC SERVICES MANAGEMENT	0.00	0.00	155,287.35	0.00	0.00	-155,287.35	0.0
Dept: 325 STORM DRAINS							
5430 IMPROVEMENTS OTHER THAN BLDGS	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.0
STORM DRAINS	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.0
Dept: 350 COMMUNITY DEVELOPMENT							
5101 SALARIES - FULL TIME	0.00	0.00	47,469.92	0.00	0.00	-47,469.92	0.0
5112 FICA	0.00	0.00	3,631.44	0.00	0.00	-3,631.44	0.0
COMMUNITY DEVELOPMENT	0.00	0.00	51,101.36	0.00	0.00	-51,101.36	0.0
Dept: 410 LIBRARY SERVICES							
5101 SALARIES - FULL TIME	0.00	0.00	21,724.24	0.00	0.00	-21,724.24	0.0
5102 SALARIES - PART TIME	0.00	0.00	5,462.07	0.00	0.00	-5,462.07	0.0
5112 FICA	0.00	0.00	2,079.72	0.00	0.00	-2,079.72	0.0
LIBRARY SERVICES	0.00	0.00	29,266.03	0.00	0.00	-29,266.03	0.0
Dept: 420 PARKS MAINTENANCE SERVICES							
5101 SALARIES - FULL TIME	0.00	0.00	22,209.67	0.00	0.00	-22,209.67	0.0
5112 FICA	0.00	0.00	1,699.04	0.00	0.00	-1,699.04	0.0
PARKS MAINTENANCE SERVICES	0.00	0.00	23,908.71	0.00	0.00	-23,908.71	0.0
Dept: 999 COVID-19							
5430 IMPROVEMENTS OTHER THAN BLDGS	600,000.00	600,000.00	9,119.43	1,786.34	0.00	590,880.57	1.5
COVID-19	600,000.00	600,000.00	9,119.43	1,786.34	0.00	590,880.57	1.5
Expenditures	4,334,789.00	4,334,789.00	516,245.54	1,786.34	0.00	3,818,543.46	11.9
Fund: 03 - TRAFFIC CONGESTION RELIEF							
Revenues							
Dept: 000							
4470 TRAF CONG RELIEF - AB 2928	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
4610 INTEREST EARNED	50.00	50.00	0.00	0.00	0.00	50.00	0.0
Dept: 000	30,050.00	30,050.00	0.00	0.00	0.00	30,050.00	0.0
Revenues	30,050.00	30,050.00	0.00	0.00	0.00	30,050.00	0.0
Expenditures							
Dept: 320 STREET MAINTENANCE							
5910 OPERATING TRANSFERS OUT	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
STREET MAINTENANCE	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
Expenditures	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
Fund: 04 - TRAFFIC SAFETY							
Revenues							
Dept: 000							
4310 VEHICLE CODE FINES	3,500.00	3,500.00	2,035.04	295.69	0.00	1,464.96	58.1

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Fund: 04 - TRAFFIC SAFETY							
Revenues							
Dept: 000							
4610 INTEREST EARNED	20.00	20.00	1.08	0.00	0.00	18.92	5.4
Dept: 000	3,520.00	3,520.00	2,036.12	295.69	0.00	1,483.88	57.8
Revenues	3,520.00	3,520.00	2,036.12	295.69	0.00	1,483.88	57.8
Expenditures							
Dept: 320 STREET MAINTENANCE							
5910 OPERATING TRANSFERS OUT	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
STREET MAINTENANCE	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
Expenditures	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
Fund: 05 - STATE GAS TAX							
Revenues							
Dept: 000							
4419 STATE GAS TAX - 2103	146,632.00	146,632.00	81,316.46	23,955.61	0.00	65,315.54	55.5
4420 STATE GAS TAX - 2105	101,741.00	101,741.00	50,335.30	19,723.64	0.00	51,405.70	49.5
4421 STATE GAS TAX - 2106	59,270.00	59,270.00	32,925.89	12,922.78	0.00	26,344.11	55.6
4422 STATE GAS TAX - 2107	127,080.00	127,080.00	51,165.27	21,275.84	0.00	75,914.73	40.3
4423 STATE GAS TAX - 2107.5	4,000.00	4,000.00	5,000.00	0.00	0.00	-1,000.00	125.0
4610 INTEREST EARNED	500.00	500.00	96.52	0.00	0.00	403.48	19.3
Dept: 000	439,223.00	439,223.00	220,839.44	77,877.87	0.00	218,383.56	50.3
Revenues	439,223.00	439,223.00	220,839.44	77,877.87	0.00	218,383.56	50.3
Expenditures							
Dept: 320 STREET MAINTENANCE							
5910 OPERATING TRANSFERS OUT	338,775.00	338,775.00	0.00	0.00	0.00	338,775.00	0.0
STREET MAINTENANCE	338,775.00	338,775.00	0.00	0.00	0.00	338,775.00	0.0
Expenditures	338,775.00	338,775.00	0.00	0.00	0.00	338,775.00	0.0
Fund: 06 - LOCAL TRANSPORTATION							
Revenues							
Dept: 000							
4465 STATE GRANT SEC 99400 E	28,263.00	28,263.00	0.00	0.00	0.00	28,263.00	0.0
4466 STATE GRANT - ARTICLE 3	35,763.00	35,763.00	0.00	0.00	0.00	35,763.00	0.0
4471 STATE GRANT	0.00	0.00	23,548.98	23,548.98	0.00	-23,548.98	0.0
4610 INTEREST EARNED	500.00	500.00	47.78	0.00	0.00	452.22	9.6
Dept: 000	64,526.00	64,526.00	23,596.76	23,548.98	0.00	40,929.24	36.6
Revenues	64,526.00	64,526.00	23,596.76	23,548.98	0.00	40,929.24	36.6
Expenditures							
Dept: 320 STREET MAINTENANCE							
5210 CONTRACT SERVICE	10,000.00	10,000.00	2,291.07	0.00	0.00	7,708.93	22.9
5330 SPECIAL DEPARTMENTAL SUPPLIES	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	400,000.00	400,000.00	0.00	0.00	0.00	400,000.00	0.0
5910 OPERATING TRANSFERS OUT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
STREET MAINTENANCE	415,200.00	415,200.00	2,291.07	0.00	0.00	412,908.93	0.6
Dept: 321 BICYCLE/PEDESTRIAN WAYS							
5201 ADVERTISING (INCL LEGAL)	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5210 CONTRACT SERVICE	1,000.00	1,000.00	2,000.00	1,000.00	0.00	-1,000.00	200.0
5241 MAINTENANCE OF EQUIPMENT	0.00	0.00	539.26	267.81	0.00	-539.26	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0

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Fund: 06 - LOCAL TRANSPORTATION							
Expenditures							
BICYCLE/PEDESTRIAN WAYS	6,200.00	6,200.00	2,539.26	1,267.81	0.00	3,660.74	41.0
Dept: 322 BUS SHELTERS/BENCHES							
5330 SPECIAL DEPARTMENTAL SUPPLIES	20,000.00	20,000.00	558.58	279.29	0.00	19,441.42	2.8
5430 IMPROVEMENTS OTHER THAN BLDGS	16,000.00	16,000.00	0.00	0.00	0.00	16,000.00	0.0
BUS SHELTERS/BENCHES	36,000.00	36,000.00	558.58	279.29	0.00	35,441.42	1.6
Expenditures	457,400.00	457,400.00	5,388.91	1,547.10	0.00	452,011.09	1.2
Fund: 08 - LTA MEASURE D							
Revenues							
Dept: 000							
4120 SALES TAX	800,000.00	800,000.00	219,724.59	137,088.32	0.00	580,275.41	27.5
4610 INTEREST EARNED	50,000.00	50,000.00	195.02	0.00	0.00	49,804.98	0.4
Dept: 000	850,000.00	850,000.00	219,919.61	137,088.32	0.00	630,080.39	25.9
Revenues	850,000.00	850,000.00	219,919.61	137,088.32	0.00	630,080.39	25.9
Expenditures							
Dept: 310 ENGINEERING							
5910 OPERATING TRANSFERS OUT	60,230.00	60,230.00	0.00	0.00	0.00	60,230.00	0.0
ENGINEERING	60,230.00	60,230.00	0.00	0.00	0.00	60,230.00	0.0
Dept: 320 STREET MAINTENANCE							
5201 ADVERTISING (INCL LEGAL)	2,000.00	2,000.00	2,267.58	1,895.58	0.00	-267.58	113.4
5210 CONTRACT SERVICE	100,000.00	100,000.00	294,516.51	24,370.32	0.00	-194,516.51	294.5
5241 MAINTENANCE OF EQUIPMENT	30,000.00	30,000.00	45,774.77	9,860.65	0.00	-15,774.77	152.6
5330 SPECIAL DEPARTMENTAL SUPPLIES	10,000.00	10,000.00	6,186.60	6,186.60	0.00	3,813.40	61.9
5430 IMPROVEMENTS OTHER THAN BLDGS	1,200,000.00	1,200,000.00	302,487.27	12,607.60	0.00	897,512.73	25.2
5910 OPERATING TRANSFERS OUT	512,830.00	512,830.00	0.00	0.00	0.00	512,830.00	0.0
STREET MAINTENANCE	1,854,830.00	1,854,830.00	651,232.73	54,920.75	0.00	1,203,597.27	35.1
Dept: 350 COMMUNITY DEVELOPMENT							
5910 OPERATING TRANSFERS OUT	69,659.00	69,659.00	0.00	0.00	0.00	69,659.00	0.0
COMMUNITY DEVELOPMENT	69,659.00	69,659.00	0.00	0.00	0.00	69,659.00	0.0
Expenditures	1,984,719.00	1,984,719.00	651,232.73	54,920.75	0.00	1,333,486.27	32.8
Fund: 09 - PROP 172							
Revenues							
Dept: 000							
4460 STATE GRANT - PROP 172	92,000.00	92,000.00	0.00	0.00	0.00	92,000.00	0.0
4610 INTEREST EARNED	50.00	50.00	3.63	0.00	0.00	46.37	7.3
Dept: 000	92,050.00	92,050.00	3.63	0.00	0.00	92,046.37	0.0
Revenues	92,050.00	92,050.00	3.63	0.00	0.00	92,046.37	0.0
Fund: 10 - COPS GRANT - 2019							
Revenues							
Dept: 000							
4610 INTEREST EARNED	0.00	0.00	2.62	0.00	0.00	-2.62	0.0
Dept: 000	0.00	0.00	2.62	0.00	0.00	-2.62	0.0
Revenues	0.00	0.00	2.62	0.00	0.00	-2.62	0.0
Fund: 12 - ASSET FORFEITURE							

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Fund: 12 - ASSET FORFEITURE							
Revenues							
Dept: 000							
4610 INTEREST EARNED	0.00	0.00	1.93	0.00	0.00	-1.93	0.0
Dept: 000	0.00	0.00	1.93	0.00	0.00	-1.93	0.0
Revenues	0.00	0.00	1.93	0.00	0.00	-1.93	0.0
Expenditures							
Dept: 210 POLICE MANAGEMENT SERVICES							
5330 SPECIAL DEPARTMENTAL SUPPLIES	8,563.00	8,563.00	3,829.88	0.00	0.00	4,733.12	44.7
POLICE MANAGEMENT SERVICES	8,563.00	8,563.00	3,829.88	0.00	0.00	4,733.12	44.7
Expenditures	8,563.00	8,563.00	3,829.88	0.00	0.00	4,733.12	44.7
Fund: 13 - COPS GRANT - 2020							
Revenues							
Dept: 000							
4610 INTEREST EARNED	0.00	0.00	0.66	0.00	0.00	-0.66	0.0
Dept: 000	0.00	0.00	0.66	0.00	0.00	-0.66	0.0
Revenues	0.00	0.00	0.66	0.00	0.00	-0.66	0.0
Fund: 14 - COPS GRANT 2021							
Revenues							
Dept: 000							
4531 GRANT	0.00	0.00	38,445.02	0.00	0.00	-38,445.02	0.0
4610 INTEREST EARNED	0.00	0.00	0.31	0.00	0.00	-0.31	0.0
Dept: 000	0.00	0.00	38,445.33	0.00	0.00	-38,445.33	0.0
Revenues	0.00	0.00	38,445.33	0.00	0.00	-38,445.33	0.0
Expenditures							
Dept: 210 POLICE MANAGEMENT SERVICES							
5440 EQUIPMENT - AUTOMOTIVE	0.00	0.00	35,937.28	0.00	0.00	-35,937.28	0.0
5910 OPERATING TRANSFERS OUT	0.00	0.00	14,655.48	0.00	0.00	-14,655.48	0.0
POLICE MANAGEMENT SERVICES	0.00	0.00	50,592.76	0.00	0.00	-50,592.76	0.0
Expenditures	0.00	0.00	50,592.76	0.00	0.00	-50,592.76	0.0
Fund: 15 - HOME							
Revenues							
Dept: 000							
4610 INTEREST EARNED	500.00	500.00	14.97	0.00	0.00	485.03	3.0
Dept: 000	500.00	500.00	14.97	0.00	0.00	485.03	3.0
Revenues	500.00	500.00	14.97	0.00	0.00	485.03	3.0
Fund: 16 - HOUSING REHAB							
Revenues							
Dept: 000							
4451 STBG 1703 GRANT	2,500.00	2,500.00	1,000.00	200.00	0.00	1,500.00	40.0
4453 STBG 1014 GRANT	100.00	100.00	0.00	0.00	0.00	100.00	0.0
4462 STBG 6717 GRANT	500.00	500.00	344.25	56.09	0.00	155.75	68.9
4475 PROGRAM INCOME	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4484 CDBG 10577	76,725.00	76,725.00	0.00	0.00	0.00	76,725.00	0.0
4610 INTEREST EARNED	1,000.00	1,000.00	202.16	23.91	0.00	797.84	20.2

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Fund: 16 - HOUSING REHAB							
Revenues							
Dept: 000	81,325.00	81,325.00	1,546.41	280.00	0.00	79,778.59	1.9
Revenues	81,325.00	81,325.00	1,546.41	280.00	0.00	79,778.59	1.9
Expenditures							
Dept: 190 GENERAL SERVICES							
5218 UTILITY ASSISTANCE	76,725.00	76,725.00	0.00	0.00	0.00	76,725.00	0.0
5910 OPERATING TRANSFERS OUT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
GENERAL SERVICES	81,725.00	81,725.00	0.00	0.00	0.00	81,725.00	0.0
Expenditures	81,725.00	81,725.00	0.00	0.00	0.00	81,725.00	0.0
Fund: 18 - RLA - Fund							
Revenues							
Dept: 000							
4475 PROGRAM INCOME	5,000.00	5,000.00	24,485.35	175.37	0.00	-19,485.35	489.7
4610 INTEREST EARNED	2,000.00	2,000.00	2,341.43	124.63	0.00	-341.43	117.1
Dept: 000	7,000.00	7,000.00	26,826.78	300.00	0.00	-19,826.78	383.2
Revenues	7,000.00	7,000.00	26,826.78	300.00	0.00	-19,826.78	383.2
Expenditures							
Dept: 190 GENERAL SERVICES							
5910 OPERATING TRANSFERS OUT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
GENERAL SERVICES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
Expenditures	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
Fund: 20 - LIBRARY ZIPBOOKS							
Revenues							
Dept: 000							
4471 STATE GRANT	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept: 000	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Revenues	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Expenditures							
Dept: 410 LIBRARY SERVICES							
5444 LIBRARY BOOKS	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
LIBRARY SERVICES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Expenditures	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Fund: 21 - WILDFLOWER#8-LANDSCAPE/LIGHTNG							
Revenues							
Dept: 000							
4546 LANDSCAPING	45,000.00	45,000.00	614.91	0.00	0.00	44,385.09	1.4
4547 LIGHTING	9,200.00	9,200.00	123.00	0.00	0.00	9,077.00	1.3
4610 INTEREST EARNED	500.00	500.00	25.03	0.00	0.00	474.97	5.0
Dept: 000	54,700.00	54,700.00	762.94	0.00	0.00	53,937.06	1.4
Revenues	54,700.00	54,700.00	762.94	0.00	0.00	53,937.06	1.4
Expenditures							
Dept: 400 LIGHTING DISTRICT							

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 21 - WILDFLOWER#8-LANDSCAPE/LIGHTNG							
Expenditures							
Dept: 400 LIGHTING DISTRICT							
5201 ADVERTISING (INCL LEGAL)	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5210 CONTRACT SERVICE	3,200.00	3,200.00	510.75	0.00	0.00	2,689.25	16.0
5910 OPERATING TRANSFERS OUT	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
LIGHTING DISTRICT	7,100.00	7,100.00	510.75	0.00	0.00	6,589.25	7.2
Dept: 500 LANDSCAPE							
5201 ADVERTISING (INCL LEGAL)	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5210 CONTRACT SERVICE	3,200.00	3,200.00	760.75	0.00	0.00	2,439.25	23.8
5242 VEHICLE FUEL	0.00	0.00	30.93	9.42	0.00	-30.93	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5910 OPERATING TRANSFERS OUT	28,089.00	28,089.00	0.00	0.00	0.00	28,089.00	0.0
LANDSCAPE	31,789.00	31,789.00	791.68	9.42	0.00	30,997.32	2.5
Expenditures	38,889.00	38,889.00	1,302.43	9.42	0.00	37,586.57	3.3
Fund: 23 - PASEO DEL SOL-LANDSCAPE/LIGHT							
Revenues							
Dept: 000							
4546 LANDSCAPING	45,000.00	45,000.00	1,985.70	0.00	0.00	43,014.30	4.4
4547 LIGHTING	8,900.00	8,900.00	397.10	0.00	0.00	8,502.90	4.5
4610 INTEREST EARNED	200.00	200.00	28.85	0.00	0.00	171.15	14.4
Dept: 000	54,100.00	54,100.00	2,411.65	0.00	0.00	51,688.35	4.5
Revenues	54,100.00	54,100.00	2,411.65	0.00	0.00	51,688.35	4.5
Expenditures							
Dept: 400 LIGHTING DISTRICT							
5201 ADVERTISING (INCL LEGAL)	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5210 CONTRACT SERVICE	3,200.00	3,200.00	510.74	0.00	0.00	2,689.26	16.0
5241 MAINTENANCE OF EQUIPMENT	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5910 OPERATING TRANSFERS OUT	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
LIGHTING DISTRICT	7,600.00	7,600.00	510.74	0.00	0.00	7,089.26	6.7
Dept: 500 LANDSCAPE							
5201 ADVERTISING (INCL LEGAL)	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5210 CONTRACT SERVICE	3,200.00	3,200.00	510.74	0.00	0.00	2,689.26	16.0
5241 MAINTENANCE OF EQUIPMENT	1,000.00	1,000.00	2,349.62	1,754.62	0.00	-1,349.62	235.0
5242 VEHICLE FUEL	0.00	0.00	123.74	37.70	0.00	-123.74	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5910 OPERATING TRANSFERS OUT	109,357.00	109,357.00	0.00	0.00	0.00	109,357.00	0.0
LANDSCAPE	114,057.00	114,057.00	2,984.10	1,792.32	0.00	111,072.90	2.6
Expenditures	121,657.00	121,657.00	3,494.84	1,792.32	0.00	118,162.16	2.9
Fund: 25 - DONATIONS - LIBRARY							
Revenues							
Dept: 000							
4731 DONATIONS	0.00	0.00	12.70	1.25	0.00	-12.70	0.0
Dept: 000	0.00	0.00	12.70	1.25	0.00	-12.70	0.0
Revenues	0.00	0.00	12.70	1.25	0.00	-12.70	0.0
Expenditures							
Dept: 410 LIBRARY SERVICES							
5330 SPECIAL DEPARTMENTAL SUPPLIES	3,307.00	3,307.00	0.00	0.00	0.00	3,307.00	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 25 - DONATIONS - LIBRARY							
Expenditures							
LIBRARY SERVICES	3,307.00	3,307.00	0.00	0.00	0.00	3,307.00	0.0
Expenditures	3,307.00	3,307.00	0.00	0.00	0.00	3,307.00	0.0
Fund: 31 - COPS 2017							
Revenues							
Dept: 000							
4610 INTEREST EARNED	0.00	0.00	6.84	0.00	0.00	-6.84	0.0
Dept: 000	0.00	0.00	6.84	0.00	0.00	-6.84	0.0
Revenues	0.00	0.00	6.84	0.00	0.00	-6.84	0.0
Expenditures							
Dept: 210 POLICE MANAGEMENT SERVICES							
5310 SAFETY/EQUIPMENT/CLOTHING	0.00	0.00	545.18	0.00	0.00	-545.18	0.0
POLICE MANAGEMENT SERVICES	0.00	0.00	545.18	0.00	0.00	-545.18	0.0
Expenditures	0.00	0.00	545.18	0.00	0.00	-545.18	0.0
Fund: 35 - SKY RANCH DISTRICT							
Revenues							
Dept: 000							
4546 LANDSCAPING	220,000.00	220,000.00	2,940.00	0.00	0.00	217,060.00	1.3
4610 INTEREST EARNED	500.00	500.00	78.31	0.00	0.00	421.69	15.7
Dept: 000	220,500.00	220,500.00	3,018.31	0.00	0.00	217,481.69	1.4
Revenues	220,500.00	220,500.00	3,018.31	0.00	0.00	217,481.69	1.4
Expenditures							
Dept: 420 PARKS MAINTENANCE SERVICES							
5240 M & O IMPROVEMENTS	3,000.00	3,000.00	825.00	225.00	0.00	2,175.00	27.5
5241 MAINTENANCE OF EQUIPMENT	5,000.00	5,000.00	1,730.09	1,497.52	0.00	3,269.91	34.6
5302 CUSTODIAL SUPPLIES	0.00	0.00	743.69	485.09	0.00	-743.69	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
PARKS MAINTENANCE SERVICES	9,000.00	9,000.00	3,298.78	2,207.61	0.00	5,701.22	36.7
Dept: 500 LANDSCAPE							
5201 ADVERTISING (INCL LEGAL)	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5210 CONTRACT SERVICE	3,200.00	3,200.00	4,825.83	0.00	0.00	-1,625.83	150.8
5241 MAINTENANCE OF EQUIPMENT	500.00	500.00	1,961.96	0.00	0.00	-1,461.96	392.4
5242 VEHICLE FUEL	0.00	0.00	309.38	94.28	0.00	-309.38	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5910 OPERATING TRANSFERS OUT	215,625.00	215,625.00	0.00	0.00	0.00	215,625.00	0.0
LANDSCAPE	220,725.00	220,725.00	7,097.17	94.28	0.00	213,627.83	3.2
Expenditures	229,725.00	229,725.00	10,395.95	2,301.89	0.00	219,329.05	4.5
Fund: 39 - LIBRARY LITERACY STATE							
Revenues							
Dept: 000							
4531 GRANT	34,580.00	34,580.00	0.00	0.00	0.00	34,580.00	0.0
4610 INTEREST EARNED	100.00	100.00	6.07	0.00	0.00	93.93	6.1
Dept: 000	34,680.00	34,680.00	6.07	0.00	0.00	34,673.93	0.0
Revenues	34,680.00	34,680.00	6.07	0.00	0.00	34,673.93	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 39 - LIBRARY LITERACY STATE							
Expenditures							
Dept: 410 LIBRARY SERVICES							
5102 SALARIES - PART TIME	0.00	0.00	16,509.30	2,246.72	0.00	-16,509.30	0.0
5112 FICA	0.00	0.00	1,263.00	171.88	0.00	-1,263.00	0.0
5114 UNEMPLOYMENT INS.	0.00	0.00	145.77	37.56	0.00	-145.77	0.0
5210 CONTRACT SERVICE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5250 PUBLICATION/DUES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	25,000.00	25,000.00	4,735.07	0.00	0.00	20,264.93	18.9
5910 OPERATING TRANSFERS OUT	39,742.00	39,742.00	0.00	0.00	0.00	39,742.00	0.0
LIBRARY SERVICES	75,742.00	75,742.00	22,653.14	2,456.16	0.00	53,088.86	29.9
Expenditures	75,742.00	75,742.00	22,653.14	2,456.16	0.00	53,088.86	29.9
Fund: 41 - COPS 2018							
Revenues							
Dept: 000							
4910 OPERATING TRANSFERS IN	0.00	0.00	14,655.48	0.00	0.00	-14,655.48	0.0
Dept: 000	0.00	0.00	14,655.48	0.00	0.00	-14,655.48	0.0
Revenues	0.00	0.00	14,655.48	0.00	0.00	-14,655.48	0.0
Fund: 47 - COMMUNITY SERVICES GRANTS							
Revenues							
Dept: 000							
4610 INTEREST EARNED	30.00	30.00	0.89	0.00	0.00	29.11	3.0
Dept: 000	30.00	30.00	0.89	0.00	0.00	29.11	3.0
Revenues	30.00	30.00	0.89	0.00	0.00	29.11	3.0
Expenditures							
Dept: 410 LIBRARY SERVICES							
5330 SPECIAL DEPARTMENTAL SUPPLIES	0.00	0.00	-1,037.26	1,755.46	0.00	1,037.26	0.0
5444 LIBRARY BOOKS	4,847.00	4,847.00	0.00	0.00	0.00	4,847.00	0.0
LIBRARY SERVICES	4,847.00	4,847.00	-1,037.26	1,755.46	0.00	5,884.26	-21.4
Dept: 421 RECREATIONAL PROGRAMS							
5910 OPERATING TRANSFERS OUT	0.00	0.00	0.65	0.00	0.00	-0.65	0.0
RECREATIONAL PROGRAMS	0.00	0.00	0.65	0.00	0.00	-0.65	0.0
Expenditures	4,847.00	4,847.00	-1,036.61	1,755.46	0.00	5,883.61	-21.4
Fund: 48 - GENERAL LOAN ACCOUNT							
Revenues							
Dept: 000							
4475 PROGRAM INCOME	20,000.00	20,000.00	14,505.88	769.21	0.00	5,494.12	72.5
4610 INTEREST EARNED	2,500.00	2,500.00	1,159.42	99.84	0.00	1,340.58	46.4
Dept: 000	22,500.00	22,500.00	15,665.30	869.05	0.00	6,834.70	69.6
Revenues	22,500.00	22,500.00	15,665.30	869.05	0.00	6,834.70	69.6
Expenditures							
Dept: 190 GENERAL SERVICES							
5214 BUSINESS ASSISTANCE	5,800.00	5,800.00	0.00	0.00	0.00	5,800.00	0.0
5301 OFFICE SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5910 OPERATING TRANSFERS OUT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
GENERAL SERVICES	10,900.00	10,900.00	0.00	0.00	0.00	10,900.00	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 48 - GENERAL LOAN ACCOUNT							
Expenditures	10,900.00	10,900.00	0.00	0.00	0.00	10,900.00	0.0
Fund: 50 - WATER							
Revenues							
Dept: 000							
4551 WATER SERVICE CHARGES	5,345,222.00	5,345,222.00	2,927,513.17	536,552.18	0.00	2,417,708.83	54.8
4552 WATER CONNECTION FEES	50,000.00	50,000.00	24,043.25	11,955.00	0.00	25,956.75	48.1
4554 WATER TURN ON FEES	0.00	0.00	125.00	0.00	0.00	-125.00	0.0
4555 WATER NOC	0.00	0.00	4,427.07	0.00	0.00	-4,427.07	0.0
4556 WATER CONSERVATION FINE	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4610 INTEREST EARNED	10,000.00	10,000.00	4,804.19	0.00	0.00	5,195.81	48.0
4790 NOT OTHERWISE CLASSIFIED	2,500.00	2,500.00	150.00	75.00	0.00	2,350.00	6.0
4910 OPERATING TRANSFERS IN	84,361.00	84,361.00	4,170.04	0.00	0.00	80,190.96	4.9
Dept: 000	5,492,583.00	5,492,583.00	2,965,232.72	548,582.18	0.00	2,527,350.28	54.0
Revenues	5,492,583.00	5,492,583.00	2,965,232.72	548,582.18	0.00	2,527,350.28	54.0
Expenditures							
Dept: 510 WATER OPERATIONS							
5101 SALARIES - FULL TIME	486,577.00	486,577.00	196,058.79	35,427.84	0.00	290,518.21	40.3
5103 OVERTIME	30,000.00	30,000.00	7,397.48	2,080.12	0.00	22,602.52	24.7
5104 COURT/TRAVEL/STANDBY	25,200.00	25,200.00	9,705.76	1,899.90	0.00	15,494.24	38.5
5105 CERTIFICATE PAY	3,900.00	3,900.00	2,900.00	550.00	0.00	1,000.00	74.4
5108 SPECIALTY PAY	0.00	0.00	450.00	150.00	0.00	-450.00	0.0
5110 UNIFORM ALLOWANCE	4,375.00	4,375.00	2,573.58	0.00	0.00	1,801.42	58.8
5111 RETIREMENT	37,354.00	37,354.00	14,858.05	2,612.62	0.00	22,495.95	39.8
5112 FICA	42,883.00	42,883.00	15,948.96	2,940.29	0.00	26,934.04	37.2
5114 UNEMPLOYMENT INS.	2,940.00	2,940.00	422.19	17.80	0.00	2,517.81	14.4
5115 HEALTH INSURANCE	58,800.00	58,800.00	26,596.80	5,045.51	0.00	32,203.20	45.2
5123 WELLNESS PROGRAM	2,880.00	2,880.00	23.06	0.00	0.00	2,856.94	0.8
5124 EDUCATION INCENTIVE	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
5201 ADVERTISING (INCL LEGAL)	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
5210 CONTRACT SERVICE	75,500.00	75,500.00	35,511.37	15,708.95	0.00	39,988.63	47.0
5211 PROGRAMS (BF, RDA, ETC)	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5240 M & O IMPROVEMENTS	24,000.00	24,000.00	180.00	45.00	0.00	23,820.00	0.8
5241 MAINTENANCE OF EQUIPMENT	523,135.00	523,135.00	102,606.91	26,763.49	42.54	420,485.55	19.6
5242 VEHICLE FUEL	48,517.00	48,517.00	11,789.16	4,056.83	0.00	36,727.84	24.3
5250 PUBLICATION/DUES	101,700.00	101,700.00	1,050.87	212.08	0.00	100,649.13	1.0
5252 RENT OF EQUIPMENT / PROPERTY	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.0
5260 TELEPHONE	15,000.00	15,000.00	7,547.43	1,389.42	0.00	7,452.57	50.3
5262 TESTING SERVICES	80,000.00	80,000.00	18,785.40	3,462.90	0.00	61,214.60	23.5
5263 CHEMICALS	300,000.00	300,000.00	217,179.21	44,186.83	0.00	82,820.79	72.4
5264 FILTER MEDIA GAC	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	0.0
5265 TRAINING/EDUCATION	7,500.00	7,500.00	223.00	0.00	0.00	7,277.00	3.0
5270 TRAVEL & MEETINGS	8,500.00	8,500.00	3,387.18	1,105.81	0.00	5,112.82	39.8
5280 UTILITIES - ELECTRIC	175,000.00	175,000.00	97,349.35	22,355.86	0.00	77,650.65	55.6
5301 OFFICE SUPPLIES	10,000.00	10,000.00	1,213.02	192.69	0.00	8,786.98	12.1
5302 CUSTODIAL SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5303 BANK CHARGES	15,000.00	15,000.00	12,851.29	2,791.22	0.00	2,148.71	85.7
5305 POSTAGE/FREIGHT	11,000.00	11,000.00	4,804.28	729.08	0.00	6,195.72	43.7
5310 SAFETY/EQUIPMENT/CLOTHING	12,000.00	12,000.00	7,080.64	2,505.87	0.00	4,919.36	59.0
5320 SMALL TOOLS	20,000.00	20,000.00	2,871.69	0.00	0.00	17,128.31	14.4
5330 SPECIAL DEPARTMENTAL SUPPLIES	150,000.00	150,000.00	18,075.54	17,163.14	0.00	131,924.46	12.1
5331 CONTRACTOR METERS, DIALS, ETC	0.00	0.00	45,498.01	0.00	0.00	-45,498.01	0.0
5350 WATER PURCHASES	95,000.00	95,000.00	32,454.00	8,184.00	0.00	62,546.00	34.2
5420 BUILDINGS	175,000.00	175,000.00	0.00	0.00	0.00	175,000.00	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	172,000.00	172,000.00	0.00	0.00	0.00	172,000.00	0.0
5442 EQUIPMENT - OTHER	247,765.00	247,765.00	18,796.69	0.00	0.00	228,968.31	7.6
5520 DEBT SERVICE	1,256,763.00	1,256,763.00	885,396.45	0.00	0.00	371,366.55	70.5
5521 TRUSTEE FEES	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5910 OPERATING TRANSFERS OUT	1,481,344.00	1,481,344.00	0.00	0.00	0.00	1,481,344.00	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 50 - WATER							
Expenditures							
WATER OPERATIONS	5,853,633.00	5,853,633.00	1,801,586.16	201,577.25	42.54	4,052,004.30	30.8
Dept: 515 WATER CONSERVATION							
5201 ADVERTISING (INCL LEGAL)	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5210 CONTRACT SERVICE	8,500.00	8,500.00	0.00	0.00	0.00	8,500.00	0.0
5241 MAINTENANCE OF EQUIPMENT	750.00	750.00	0.00	0.00	0.00	750.00	0.0
5242 VEHICLE FUEL	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5250 PUBLICATION/DUES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5265 TRAINING/EDUCATION	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5270 TRAVEL & MEETINGS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5301 OFFICE SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5305 POSTAGE/FREIGHT	1,200.00	1,200.00	662.70	0.00	0.00	537.30	55.2
5310 SAFETY/EQUIPMENT/CLOTHING	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,000.00	5,000.00	4,137.25	2,909.26	0.00	862.75	82.7
WATER CONSERVATION	19,700.00	19,700.00	4,799.95	2,909.26	0.00	14,900.05	24.4
Dept: 555 COLLECTIONS & DISTRIBUTION							
5101 SALARIES - FULL TIME	225,117.00	225,117.00	71,005.56	15,722.56	0.00	154,111.44	31.5
5103 OVERTIME	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
5105 CERTIFICATE PAY	650.00	650.00	0.00	0.00	0.00	650.00	0.0
5110 UNIFORM ALLOWANCE	3,125.00	3,125.00	0.00	0.00	0.00	3,125.00	0.0
5111 RETIREMENT	16,193.00	16,193.00	5,394.25	1,193.32	0.00	10,798.75	33.3
5112 FICA	17,690.00	17,690.00	5,107.44	1,138.68	0.00	12,582.56	28.9
5114 UNEMPLOYMENT INS.	2,100.00	2,100.00	0.00	0.00	0.00	2,100.00	0.0
5115 HEALTH INSURANCE	16,800.00	16,800.00	11,111.15	2,371.07	0.00	5,688.85	66.1
5123 WELLNESS PROGRAM	480.00	480.00	0.00	0.00	0.00	480.00	0.0
5124 EDUCATION INCENTIVE	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5241 MAINTENANCE OF EQUIPMENT	1,725,000.00	1,725,000.00	39,034.84	9,422.41	0.00	1,685,965.16	2.3
5242 VEHICLE FUEL	4,000.00	4,000.00	1,226.69	305.12	0.00	2,773.31	30.7
5250 PUBLICATION/DUES	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5265 TRAINING/EDUCATION	1,800.00	1,800.00	0.00	0.00	0.00	1,800.00	0.0
5270 TRAVEL & MEETINGS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5310 SAFETY/EQUIPMENT/CLOTHING	1,000.00	1,000.00	1,993.90	400.00	0.00	-993.90	199.4
5320 SMALL TOOLS	2,500.00	2,500.00	7,376.14	0.00	0.00	-4,876.14	295.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
COLLECTIONS & DISTRIBUTION	2,024,505.00	2,024,505.00	142,249.97	30,553.16	0.00	1,882,255.03	7.0
Expenditures	7,897,838.00	7,897,838.00	1,948,636.08	235,039.67	42.54	5,949,159.38	24.7
Fund: 51 - WATER CAPACITY							
Revenues							
Dept: 000							
4553 WATER CAPACITY FEES	177,102.00	177,102.00	225,805.56	148,323.26	0.00	-48,703.56	127.5
Dept: 000	177,102.00	177,102.00	225,805.56	148,323.26	0.00	-48,703.56	127.5
Revenues	177,102.00	177,102.00	225,805.56	148,323.26	0.00	-48,703.56	127.5
Expenditures							
Dept: 510 WATER OPERATIONS							
5210 CONTRACT SERVICE	90,000.00	90,000.00	0.00	0.00	0.00	90,000.00	0.0
WATER OPERATIONS	90,000.00	90,000.00	0.00	0.00	0.00	90,000.00	0.0
Expenditures	90,000.00	90,000.00	0.00	0.00	0.00	90,000.00	0.0
Fund: 52 - WATER BOND 2019							
Revenues							
Dept: 000							
4472 BOND PROCEEDS	5,200,000.00	5,200,000.00	0.00	0.00	0.00	5,200,000.00	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 52 - WATER BOND 2019							
Revenues							
Dept: 000	5,200,000.00	5,200,000.00	0.00	0.00	0.00	5,200,000.00	0.0
Revenues	5,200,000.00	5,200,000.00	0.00	0.00	0.00	5,200,000.00	0.0
Expenditures							
Dept: 510 WATER OPERATIONS							
5201 ADVERTISING (INCL LEGAL)	1,850.00	1,850.00	0.00	0.00	0.00	1,850.00	0.0
5210 CONTRACT SERVICE	93,782.00	93,782.00	98,220.02	36,575.73	0.00	-4,438.02	104.7
5241 MAINTENANCE OF EQUIPMENT	240,000.00	240,000.00	0.00	0.00	0.00	240,000.00	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	5,225,000.00	5,225,000.00	0.00	0.00	0.00	5,225,000.00	0.0
6010 INFRASTRUCTURE IMPROVEMENTS	0.00	0.00	56,020.27	0.00	0.00	-56,020.27	0.0
WATER OPERATIONS	5,560,632.00	5,560,632.00	154,240.29	36,575.73	0.00	5,406,391.71	2.8
Expenditures	5,560,632.00	5,560,632.00	154,240.29	36,575.73	0.00	5,406,391.71	2.8
Fund: 55 - WASTEWATER							
Revenues							
Dept: 000							
4561 SEWER SERVICE CHARGES	5,390,903.00	5,390,903.00	2,482,327.94	485,592.95	0.00	2,908,575.06	46.0
4610 INTEREST EARNED	10,000.00	10,000.00	3,912.42	0.00	0.00	6,087.58	39.1
4790 NOT OTHERWISE CLASSIFIED	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4910 OPERATING TRANSFERS IN	46,058.00	46,058.00	3,130.25	0.00	0.00	42,927.75	6.8
Dept: 000	5,447,461.00	5,447,461.00	2,489,370.61	485,592.95	0.00	2,958,090.39	45.7
Revenues	5,447,461.00	5,447,461.00	2,489,370.61	485,592.95	0.00	2,958,090.39	45.7
Expenditures							
Dept: 520 WASTEWATER OPERATIONS							
5101 SALARIES - FULL TIME	417,790.00	417,790.00	155,337.62	30,303.60	0.00	262,452.38	37.2
5103 OVERTIME	30,000.00	30,000.00	1,289.60	309.60	0.00	28,710.40	4.3
5104 COURT/TRAVEL/STANDBY	25,200.00	25,200.00	7,652.62	1,481.06	0.00	17,547.38	30.4
5105 CERTIFICATE PAY	2,600.00	2,600.00	325.00	75.00	0.00	2,275.00	12.5
5108 SPECIALTY PAY	0.00	0.00	150.00	50.00	0.00	-150.00	0.0
5110 UNIFORM ALLOWANCE	4,375.00	4,375.00	2,867.78	0.00	0.00	1,507.22	65.5
5111 RETIREMENT	31,712.00	31,712.00	11,173.18	2,172.14	0.00	20,538.82	35.2
5112 FICA	37,331.00	37,331.00	12,380.38	2,422.49	0.00	24,950.62	33.2
5114 UNEMPLOYMENT INS.	2,940.00	2,940.00	564.84	91.93	0.00	2,375.16	19.2
5115 HEALTH INSURANCE	58,800.00	58,800.00	19,046.09	4,217.40	0.00	39,753.91	32.4
5123 WELLNESS PROGRAM	2,400.00	2,400.00	119.97	0.00	0.00	2,280.03	5.0
5124 EDUCATION INCENTIVE	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
5201 ADVERTISING (INCL LEGAL)	1,000.00	1,000.00	1,523.82	0.00	0.00	-523.82	152.4
5210 CONTRACT SERVICE	160,000.00	160,000.00	18,245.06	3,184.84	0.00	141,754.94	11.4
5211 PROGRAMS (BF, RDA, ETC)	800.00	800.00	0.00	0.00	0.00	800.00	0.0
5240 M & O IMPROVEMENTS	1,500.00	1,500.00	408.00	102.00	0.00	1,092.00	27.2
5241 MAINTENANCE OF EQUIPMENT	1,163,000.00	1,163,000.00	86,395.49	23,309.25	0.00	1,076,604.51	7.4
5242 VEHICLE FUEL	31,231.00	31,231.00	9,203.83	3,131.75	0.00	22,027.17	29.5
5250 PUBLICATION/DUES	40,000.00	40,000.00	-12,241.20	287.00	0.00	52,241.20	-30.6
5252 RENT OF EQUIPMENT / PROPERTY	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
5260 TELEPHONE	12,000.00	12,000.00	6,382.85	1,208.23	0.00	5,617.15	53.2
5262 TESTING SERVICES	30,000.00	30,000.00	33,760.50	10,258.85	0.00	-3,760.50	112.5
5263 CHEMICALS	1,200.00	1,200.00	7,186.92	3,593.46	0.00	-5,986.92	598.9
5265 TRAINING/EDUCATION	7,500.00	7,500.00	25.00	0.00	0.00	7,475.00	0.3
5270 TRAVEL & MEETINGS	4,500.00	4,500.00	2,532.49	1,105.80	0.00	1,967.51	56.3
5280 UTILITIES - ELECTRIC	280,000.00	280,000.00	114,494.67	9,403.26	0.00	165,505.33	40.9
5281 UTILITIES - GAS	800.00	800.00	211.13	53.57	0.00	588.87	26.4
5301 OFFICE SUPPLIES	6,500.00	6,500.00	2,012.69	494.74	0.00	4,487.31	31.0
5302 CUSTODIAL SUPPLIES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
5303 BANK CHARGES	15,000.00	15,000.00	12,851.22	2,791.21	0.00	2,148.78	85.7
5305 POSTAGE/FREIGHT	9,000.00	9,000.00	3,394.20	692.14	0.00	5,605.80	37.7

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 55 - WASTEWATER							
Expenditures							
Dept: 520 WASTEWATER OPERATIONS							
5310 SAFETY/EQUIPMENT/CLOTHING	10,000.00	10,000.00	5,211.20	2,429.10	0.00	4,788.80	52.1
5320 SMALL TOOLS	13,000.00	13,000.00	6,513.82	0.00	0.00	6,486.18	50.1
5330 SPECIAL DEPARTMENTAL SUPPLIES	53,000.00	53,000.00	7,315.98	986.36	0.00	45,684.02	13.8
5420 BUILDINGS	175,000.00	175,000.00	0.00	0.00	0.00	175,000.00	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	710,000.00	710,000.00	0.00	0.00	0.00	710,000.00	0.0
5442 EQUIPMENT - OTHER	184,000.00	184,000.00	18,796.69	0.00	0.00	165,203.31	10.2
5520 DEBT SERVICE	1,510,527.00	1,510,527.00	1,102,711.30	0.00	0.00	407,815.70	73.0
5521 TRUSTEE FEES	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5910 OPERATING TRANSFERS OUT	43,088.00	43,088.00	0.00	0.00	0.00	43,088.00	0.0
5990 CONTINGENCY APPROPRIATION	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
WASTEWATER OPERATIONS	5,141,794.00	5,141,794.00	1,637,842.74	104,154.78	0.00	3,503,951.26	31.9
Dept: 555 COLLECTIONS & DISTRIBUTION							
5241 MAINTENANCE OF EQUIPMENT	11,000.00	11,000.00	13,928.16	4,563.71	0.00	-2,928.16	126.6
5242 VEHICLE FUEL	3,000.00	3,000.00	408.88	101.71	0.00	2,591.12	13.6
5250 PUBLICATION/DUES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5265 TRAINING/EDUCATION	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5270 TRAVEL & MEETINGS	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5310 SAFETY/EQUIPMENT/CLOTHING	500.00	500.00	0.00	0.00	0.00	500.00	0.0
COLLECTIONS & DISTRIBUTION	15,250.00	15,250.00	14,337.04	4,665.42	0.00	912.96	94.0
Expenditures	5,157,044.00	5,157,044.00	1,652,179.78	108,820.20	0.00	3,504,864.22	32.0
Fund: 56 - WASTEWATER CAPACITY							
Revenues							
Dept: 000							
4563 SEWER CAPACITY FEES	147,586.00	147,586.00	184,482.00	123,602.94	0.00	-36,896.00	125.0
Dept: 000	147,586.00	147,586.00	184,482.00	123,602.94	0.00	-36,896.00	125.0
Revenues	147,586.00	147,586.00	184,482.00	123,602.94	0.00	-36,896.00	125.0
Expenditures							
Dept: 520 WASTEWATER OPERATIONS							
5910 OPERATING TRANSFERS OUT	1,013,800.00	1,013,800.00	0.00	0.00	0.00	1,013,800.00	0.0
WASTEWATER OPERATIONS	1,013,800.00	1,013,800.00	0.00	0.00	0.00	1,013,800.00	0.0
Expenditures	1,013,800.00	1,013,800.00	0.00	0.00	0.00	1,013,800.00	0.0
Fund: 57 - WASTEWATER BOND 2019							
Revenues							
Dept: 000							
4790 NOT OTHERWISE CLASSIFIED	1,013,800.00	1,013,800.00	0.00	0.00	0.00	1,013,800.00	0.0
Dept: 000	1,013,800.00	1,013,800.00	0.00	0.00	0.00	1,013,800.00	0.0
Revenues	1,013,800.00	1,013,800.00	0.00	0.00	0.00	1,013,800.00	0.0
Expenditures							
Dept: 520 WASTEWATER OPERATIONS							
5210 CONTRACT SERVICE	0.00	0.00	161,465.26	37,526.91	0.00	-161,465.26	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	0.00	0.00	1,654.60	0.00	0.00	-1,654.60	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	5,637,025.00	5,637,025.00	1,145,617.40	266,526.31	0.00	4,491,407.60	20.3
WASTEWATER OPERATIONS	5,637,025.00	5,637,025.00	1,308,737.26	304,053.22	0.00	4,328,287.74	23.2
Expenditures	5,637,025.00	5,637,025.00	1,308,737.26	304,053.22	0.00	4,328,287.74	23.2

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 59 - CORONAVIRUS RELIEF UTILITYS							
Revenues							
Dept: 000							
4610 INTEREST EARNED	0.00	0.00	12.21	0.00	0.00	-12.21	0.0
Dept: 000	0.00	0.00	12.21	0.00	0.00	-12.21	0.0
Revenues	0.00	0.00	12.21	0.00	0.00	-12.21	0.0
Expenditures							
Dept: 190 GENERAL SERVICES							
5910 OPERATING TRANSFERS OUT	0.00	0.00	750.00	0.00	0.00	-750.00	0.0
GENERAL SERVICES	0.00	0.00	750.00	0.00	0.00	-750.00	0.0
Expenditures	0.00	0.00	750.00	0.00	0.00	-750.00	0.0
Fund: 64 - FIRE IMPACT FEES							
Revenues							
Dept: 000							
4250 IMPACT FEES - FIRE	15,000.00	15,000.00	11,515.68	7,793.44	0.00	3,484.32	76.8
4610 INTEREST EARNED	150.00	150.00	19.99	0.00	0.00	130.01	13.3
Dept: 000	15,150.00	15,150.00	11,535.67	7,793.44	0.00	3,614.33	76.1
Revenues	15,150.00	15,150.00	11,535.67	7,793.44	0.00	3,614.33	76.1
Expenditures							
Dept: 220 FIRE							
5201 ADVERTISING (INCL LEGAL)	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5210 CONTRACT SERVICE	2,500.00	2,500.00	1,459.19	0.00	0.00	1,040.81	58.4
5430 IMPROVEMENTS OTHER THAN BLDGS	166,292.00	166,292.00	0.00	0.00	0.00	166,292.00	0.0
FIRE	168,992.00	168,992.00	1,459.19	0.00	0.00	167,532.81	0.9
Expenditures	168,992.00	168,992.00	1,459.19	0.00	0.00	167,532.81	0.9
Fund: 65 - POLICE IMPACT FEES							
Revenues							
Dept: 000							
4251 IMPACT FEES - POLICE	45,000.00	45,000.00	23,974.83	16,225.39	0.00	21,025.17	53.3
4610 INTEREST EARNED	1,000.00	1,000.00	110.29	0.00	0.00	889.71	11.0
Dept: 000	46,000.00	46,000.00	24,085.12	16,225.39	0.00	21,914.88	52.4
Revenues	46,000.00	46,000.00	24,085.12	16,225.39	0.00	21,914.88	52.4
Expenditures							
Dept: 210 POLICE MANAGEMENT SERVICES							
5201 ADVERTISING (INCL LEGAL)	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5210 CONTRACT SERVICE	2,500.00	2,500.00	1,459.17	0.00	0.00	1,040.83	58.4
5430 IMPROVEMENTS OTHER THAN BLDGS	967,820.00	967,820.00	0.00	0.00	0.00	967,820.00	0.0
POLICE MANAGEMENT SERVICES	970,520.00	970,520.00	1,459.17	0.00	0.00	969,060.83	0.2
Expenditures	970,520.00	970,520.00	1,459.17	0.00	0.00	969,060.83	0.2
Fund: 66 - ADMINISTRATIVE IMPACT FEES							
Revenues							
Dept: 000							
4254 IMPACT FEES - ADMIN	45,000.00	45,000.00	25,137.09	17,011.97	0.00	19,862.91	55.9
4610 INTEREST EARNED	800.00	800.00	105.23	0.00	0.00	694.77	13.2
Dept: 000	45,800.00	45,800.00	25,242.32	17,011.97	0.00	20,557.68	55.1

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 66 - ADMINISTRATIVE IMPACT FEES							
Revenues	45,800.00	45,800.00	25,242.32	17,011.97	0.00	20,557.68	55.1
Expenditures							
Dept: 190 GENERAL SERVICES							
5201 ADVERTISING (INCL LEGAL)	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5210 CONTRACT SERVICE	2,500.00	2,500.00	1,459.17	0.00	0.00	1,040.83	58.4
5430 IMPROVEMENTS OTHER THAN BLDGS	921,529.00	921,529.00	0.00	0.00	0.00	921,529.00	0.0
GENERAL SERVICES	924,229.00	924,229.00	1,459.17	0.00	0.00	922,769.83	0.2
Expenditures	924,229.00	924,229.00	1,459.17	0.00	0.00	922,769.83	0.2
Fund: 67 - LIBRARY IMPACT FEES							
Revenues							
Dept: 000							
4255 IMPACT FEES - LIBRARY	30,000.00	30,000.00	25,206.24	16,773.60	0.00	4,793.76	84.0
4610 INTEREST EARNED	700.00	700.00	81.18	0.00	0.00	618.82	11.6
Dept: 000	30,700.00	30,700.00	25,287.42	16,773.60	0.00	5,412.58	82.4
Revenues	30,700.00	30,700.00	25,287.42	16,773.60	0.00	5,412.58	82.4
Expenditures							
Dept: 410 LIBRARY SERVICES							
5201 ADVERTISING (INCL LEGAL)	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5210 CONTRACT SERVICE	2,500.00	2,500.00	1,459.17	0.00	0.00	1,040.83	58.4
5430 IMPROVEMENTS OTHER THAN BLDGS	701,421.00	701,421.00	0.00	0.00	0.00	701,421.00	0.0
LIBRARY SERVICES	704,121.00	704,121.00	1,459.17	0.00	0.00	702,661.83	0.2
Expenditures	704,121.00	704,121.00	1,459.17	0.00	0.00	702,661.83	0.2
Fund: 68 - PARK IMPACT FEES							
Revenues							
Dept: 000							
4256 IMPACT FEES - PARKS	180,000.00	180,000.00	143,947.08	95,789.64	0.00	36,052.92	80.0
4610 INTEREST EARNED	1,000.00	1,000.00	163.02	0.00	0.00	836.98	16.3
4790 NOT OTHERWISE CLASSIFIED	0.00	0.00	81,899.74	81,899.74	0.00	-81,899.74	0.0
Dept: 000	181,000.00	181,000.00	226,009.84	177,689.38	0.00	-45,009.84	124.9
Revenues	181,000.00	181,000.00	226,009.84	177,689.38	0.00	-45,009.84	124.9
Expenditures							
Dept: 420 PARKS MAINTENANCE SERVICES							
5201 ADVERTISING (INCL LEGAL)	3,000.00	3,000.00	150.00	0.00	0.00	2,850.00	5.0
5210 CONTRACT SERVICE	65,000.00	65,000.00	8,612.19	0.00	0.00	56,387.81	13.2
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	350,000.00	350,000.00	0.00	0.00	0.00	350,000.00	0.0
5910 OPERATING TRANSFERS OUT	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
PARKS MAINTENANCE SERVICES	448,000.00	448,000.00	8,762.19	0.00	0.00	439,237.81	2.0
Expenditures	448,000.00	448,000.00	8,762.19	0.00	0.00	439,237.81	2.0
Fund: 69 - CIRCULATION IMPACT FEES							
Revenues							
Dept: 000							
4257 IMPACT FEES-CIRCULATION	90,000.00	90,000.00	43,421.88	26,949.56	0.00	46,578.12	48.2
4610 INTEREST EARNED	600.00	600.00	70.42	0.00	0.00	529.58	11.7
Dept: 000	90,600.00	90,600.00	43,492.30	26,949.56	0.00	47,107.70	48.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 69 - CIRCULATION IMPACT FEES							
Revenues	90,600.00	90,600.00	43,492.30	26,949.56	0.00	47,107.70	48.0
Expenditures							
Dept: 320 STREET MAINTENANCE							
5201 ADVERTISING (INCL LEGAL)	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
5210 CONTRACT SERVICE	50,000.00	50,000.00	1,459.15	0.00	0.00	48,540.85	2.9
5330 SPECIAL DEPARTMENTAL SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	500,000.00	500,000.00	0.00	0.00	0.00	500,000.00	0.0
STREET MAINTENANCE	552,000.00	552,000.00	1,459.15	0.00	0.00	550,540.85	0.3
Expenditures	552,000.00	552,000.00	1,459.15	0.00	0.00	550,540.85	0.3
Fund: 81 - SB1 ROAD & REHABILITATION							
Revenues							
Dept: 000							
4459 OTHER FED GRANTS	376,396.00	376,396.00	173,433.66	33,636.46	0.00	202,962.34	46.1
4610 INTEREST EARNED	100.00	100.00	31.32	0.00	0.00	68.68	31.3
Dept: 000	376,496.00	376,496.00	173,464.98	33,636.46	0.00	203,031.02	46.1
Revenues	376,496.00	376,496.00	173,464.98	33,636.46	0.00	203,031.02	46.1
Expenditures							
Dept: 320 STREET MAINTENANCE							
5201 ADVERTISING (INCL LEGAL)	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5210 CONTRACT SERVICE	5,000.00	5,000.00	4,175.00	0.00	0.00	825.00	83.5
5910 OPERATING TRANSFERS OUT	0.00	0.00	0.01	0.00	0.00	-0.01	0.0
STREET MAINTENANCE	5,500.00	5,500.00	4,175.01	0.00	0.00	1,324.99	75.9
Expenditures	5,500.00	5,500.00	4,175.01	0.00	0.00	1,324.99	75.9
Fund: 82 - CARES (CORONAVIRUS RELIEF FUND							
Revenues							
Dept: 000							
4610 INTEREST EARNED	0.00	0.00	3.17	0.00	0.00	-3.17	0.0
Dept: 000	0.00	0.00	3.17	0.00	0.00	-3.17	0.0
Revenues	0.00	0.00	3.17	0.00	0.00	-3.17	0.0
Expenditures							
Dept: 130 CITY MANAGER							
5330 SPECIAL DEPARTMENTAL SUPPLIES	22,009.00	22,009.00	3,635.89	0.00	0.00	18,373.11	16.5
CITY MANAGER	22,009.00	22,009.00	3,635.89	0.00	0.00	18,373.11	16.5
Dept: 143 INFORMATION TECHNOLOGY SERVICE							
5250 PUBLICATION/DUES	0.00	0.00	2,500.00	0.00	0.00	-2,500.00	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	30,823.00	30,823.00	0.00	0.00	0.00	30,823.00	0.0
INFORMATION TECHNOLOGY SERVICE	30,823.00	30,823.00	2,500.00	0.00	0.00	28,323.00	8.1
Dept: 410 LIBRARY SERVICES							
5330 SPECIAL DEPARTMENTAL SUPPLIES	3,944.00	3,944.00	0.00	0.00	0.00	3,944.00	0.0
LIBRARY SERVICES	3,944.00	3,944.00	0.00	0.00	0.00	3,944.00	0.0
Dept: 420 PARKS MAINTENANCE SERVICES							
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
PARKS MAINTENANCE SERVICES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 82 - CARES (CORONAVIRUS RELIEF FUND							
Expenditures	58,276.00	58,276.00	6,135.89	0.00	0.00	52,140.11	10.5
Fund: 84 - EARLY LEARNING GRANT							
Revenues							
Dept: 000							
4459 OTHER FED GRANTS	7,552.00	7,552.00	0.00	0.00	0.00	7,552.00	0.0
4610 INTEREST EARNED	0.00	0.00	3.28	0.00	0.00	-3.28	0.0
Dept: 000	7,552.00	7,552.00	3.28	0.00	0.00	7,548.72	0.0
Revenues	7,552.00	7,552.00	3.28	0.00	0.00	7,548.72	0.0
Expenditures							
Dept: 410 LIBRARY SERVICES							
5102 SALARIES - PART TIME	0.00	0.00	403.76	0.00	0.00	-403.76	0.0
5112 FICA	0.00	0.00	30.89	0.00	0.00	-30.89	0.0
5330 SPECIAL DEPARTMENTAL SUPPLIES	44,600.00	44,600.00	2,973.92	-84.21	0.00	41,626.08	6.7
LIBRARY SERVICES	44,600.00	44,600.00	3,408.57	-84.21	0.00	41,191.43	7.6
Expenditures	44,600.00	44,600.00	3,408.57	-84.21	0.00	41,191.43	7.6
Fund: 86 - PER CAPITA FUNDS							
Expenditures							
Dept: 410 LIBRARY SERVICES							
5430 IMPROVEMENTS OTHER THAN BLDGS	0.00	0.00	11,350.99	0.00	0.00	-11,350.99	0.0
LIBRARY SERVICES	0.00	0.00	11,350.99	0.00	0.00	-11,350.99	0.0
Dept: 420 PARKS MAINTENANCE SERVICES							
5210 CONTRACT SERVICE	0.00	0.00	1,000.00	1,000.00	0.00	-1,000.00	0.0
PARKS MAINTENANCE SERVICES	0.00	0.00	1,000.00	1,000.00	0.00	-1,000.00	0.0
Expenditures	0.00	0.00	12,350.99	1,000.00	0.00	-12,350.99	0.0
Fund: 87 - SB02							
Revenues							
Dept: 000							
4910 OPERATING TRANSFERS IN	0.00	0.00	0.01	0.00	0.00	-0.01	0.0
Dept: 000	0.00	0.00	0.01	0.00	0.00	-0.01	0.0
Revenues	0.00	0.00	0.01	0.00	0.00	-0.01	0.0
Fund: 91 - Library Reimburseable Grants							
Revenues							
Dept: 000							
4910 OPERATING TRANSFERS IN	0.00	0.00	0.65	0.00	0.00	-0.65	0.0
Dept: 000	0.00	0.00	0.65	0.00	0.00	-0.65	0.0
Revenues	0.00	0.00	0.65	0.00	0.00	-0.65	0.0
Fund: 92 - Utility Assistance Grants							
Revenues							
Dept: 000							
4471 STATE GRANT	0.00	0.00	824.29	0.00	0.00	-824.29	0.0
Dept: 000	0.00	0.00	824.29	0.00	0.00	-824.29	0.0

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 92 - Utility Assistance Grants							
Revenues	0.00	0.00	824.29	0.00	0.00	-824.29	0.0
Expenditures							
Dept: 190 GENERAL SERVICES							
5201 ADVERTISING (INCL LEGAL)	0.00	0.00	821.29	0.00	0.00	-821.29	0.0
5210 CONTRACT SERVICE	0.00	0.00	756.05	0.00	0.00	-756.05	0.0
5218 UTILITY ASSISTANCE	0.00	0.00	12,305.04	5,273.09	0.00	-12,305.04	0.0
5910 OPERATING TRANSFERS OUT	0.00	0.00	-42.37	0.00	0.00	42.37	0.0
GENERAL SERVICES	0.00	0.00	13,840.01	5,273.09	0.00	-13,840.01	0.0
Expenditures	0.00	0.00	13,840.01	5,273.09	0.00	-13,840.01	0.0
Fund: 94 - SUCCESSOR AGENCY FUND							
Revenues							
Dept: 000							
4110 PROPERTY TAXES - SECURED	1,444,639.00	1,444,639.00	0.00	0.00	0.00	1,444,639.00	0.0
4610 INTEREST EARNED	6,500.00	6,500.00	318.90	0.00	0.00	6,181.10	4.9
Dept: 000	1,451,139.00	1,451,139.00	318.90	0.00	0.00	1,450,820.10	0.0
Revenues	1,451,139.00	1,451,139.00	318.90	0.00	0.00	1,450,820.10	0.0
Expenditures							
Dept: 904 SUCCESSOR AGENCY							
5210 CONTRACT SERVICE	7,400.00	7,400.00	3,700.00	0.00	0.00	3,700.00	50.0
5520 DEBT SERVICE	1,411,006.00	1,411,006.00	1,111,651.57	1,111,651.57	0.00	299,354.43	78.8
5521 TRUSTEE FEES	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00	0.0
5910 OPERATING TRANSFERS OUT	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00	0.0
SUCCESSOR AGENCY	1,677,406.00	1,677,406.00	1,115,351.57	1,111,651.57	0.00	562,054.43	66.5
Expenditures	1,677,406.00	1,677,406.00	1,115,351.57	1,111,651.57	0.00	562,054.43	66.5
Fund: 95 - SUCCESSOR RDA HOUSING FUND							
Revenues							
Dept: 000							
4454 FTHB PROGRAM	0.00	0.00	31,980.00	0.00	0.00	-31,980.00	0.0
4610 INTEREST EARNED	1,500.00	1,500.00	9,957.40	-13.70	0.00	-8,457.40	663.8
4620 RENTS	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept: 000	11,500.00	11,500.00	41,937.40	-13.70	0.00	-30,437.40	364.7
Revenues	11,500.00	11,500.00	41,937.40	-13.70	0.00	-30,437.40	364.7
Expenditures							
Dept: 905 LOW TO MODERATE HOUSING FUND							
5201 ADVERTISING (INCL LEGAL)	0.00	0.00	536.03	0.00	0.00	-536.03	0.0
5241 MAINTENANCE OF EQUIPMENT	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
5430 IMPROVEMENTS OTHER THAN BLDGS	524,542.00	524,542.00	0.00	0.00	0.00	524,542.00	0.0
LOW TO MODERATE HOUSING FUND	534,542.00	534,542.00	536.03	0.00	0.00	534,005.97	0.1
Expenditures	534,542.00	534,542.00	536.03	0.00	0.00	534,005.97	0.1
Fund: 96 - SUCCESSOR RDA PROJECT FUND							
Revenues							
Dept: 000							
4610 INTEREST EARNED	600.00	600.00	0.00	0.00	0.00	600.00	0.0
4790 NOT OTHERWISE CLASSIFIED	0.00	0.00	17,992.37	17,992.37	0.00	-17,992.37	0.0
Dept: 000	600.00	600.00	17,992.37	17,992.37	0.00	-17,392.37	2,998.7

For the Period: 7/1/2021 to 11/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 96 - SUCCESSOR RDA PROJECT FUND							
Revenues	600.00	600.00	17,992.37	17,992.37	0.00	-17,392.37	2,998.7
Expenditures							
Dept: 906 REDEVELOPMENT PROJECT FUND							
5330 SPECIAL DEPARTMENTAL SUPPLIES	118,332.00	118,332.00	0.00	0.00	0.00	118,332.00	0.0
REDEVELOPMENT PROJECT FUND	118,332.00	118,332.00	0.00	0.00	0.00	118,332.00	0.0
Expenditures	118,332.00	118,332.00	0.00	0.00	0.00	118,332.00	0.0
Fund: 97 - SUCCESRDA RDA CAPITALIZED INT							
Revenues							
Dept: 000							
4620 RENTS	0.00	0.00	22,000.00	22,000.00	0.00	-22,000.00	0.0
Dept: 000	0.00	0.00	22,000.00	22,000.00	0.00	-22,000.00	0.0
Revenues	0.00	0.00	22,000.00	22,000.00	0.00	-22,000.00	0.0
Fund: 98 - SUCCESSOR RDA DEBT SERVIC							
Revenues							
Dept: 000							
4610 INTEREST EARNED	0.00	0.00	14.21	0.00	0.00	-14.21	0.0
Dept: 000	0.00	0.00	14.21	0.00	0.00	-14.21	0.0
Revenues	0.00	0.00	14.21	0.00	0.00	-14.21	0.0
Grand Total Net Effect:	-13,569,903.00	-13,569,903.00	198,863.30	-202,530.23	42.54	-13,768,723.76	

Agenda Item No. F-1

DATE SUBMITTED	1/13/2022	COUNCIL ACTION	(X)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	ACM	RESOLUTION	( )
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	1/19/2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	cm

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: BUDGET & PLANNING SERVICES

1. AGREEMENT BETWEEN THE CITY OF IMPERIAL AND OPENGOV, INC. FOR BUDGET & PLANNING SERVICES FOR A FIVE-YEAR TERM NOT TO EXCEED $169,730.00.

DEPARTMENT INVOLVED: City Manager's Office

BACKGROUND/SUMMARY:

In an effort to continue cost recovery efforts from the COVID-19 pandemic, and improve transparency within the City's budgeting and planning process, staff is proposing OpenGov for Councils consideration and potential approval. OpenGov Budgeting & Planning is the only modern, full-featured cloud budgeting software designed to meet the unique needs of public sector planning and analysis. Trusted by hundreds of forward-thinking institutions, Budgeting & Planning is the industry's most collaborative solution for budget process automation, personnel cost forecasting, managerial reporting, and public transparency—driving more effective planning and strengthening stakeholder trust. Although staff made significant advancements in our budget presentation last year, we find the information difficult for residents to understand. Moreover, the manual process of the budget is time-consuming and error prone. By collaborating with OpenGov, the City Council will be better situated to engage and inform residents on City operations and strategic goals. City's who have partnered with OpenGov have shown cost recovery by spending 50% less time on budget development and 80% less time on reporting. Thus, allowing the City to redirect limited resources to other tasks and initiatives and saving the City money.

FISCAL IMPACT: Not to exceed $169,730.00: Monies to come from ARPA Funds.

January 24, 2022 $72,130.00 *(Software Services + Professional Services)*
January 24, 2023 $24,400.00
January 24, 2024 $24,400.00
January 24, 2025 $24,400.00

January 24, 2026 $24,400.00

ADMIN SERV INITIALS

STAFF RECOMMENDATION: It is staff's recommendation to review and approve the five-year services agreement with OpenGov, Inc. for Budget & Planning Services that will provide for transparent platform, better citizen engagement, trend analysis and forecasting, revenue recovery, and over all enhanced collaborative internal budgeting process.

DEPT. INITIALS

MANAGER'S RECOMMENDATION: Agrees with staff's recommendation.

CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

OPENGOV

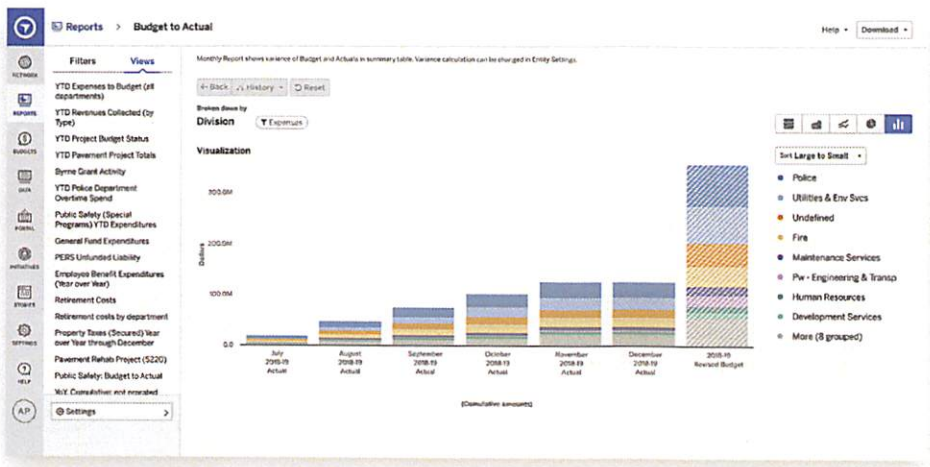
(650) 336-7167
contact@opengov.com
opengov.com

OpenGov Budgeting & Planning

Full-Featured Cloud Budgeting and Planning for Government

Modern Cloud Budgeting and Planning

Budgeting & Planning is a modern, full-featured cloud budgeting solution designed to meet the unique needs of public sector planning and analysis. Trusted by hundreds of forward-thinking governments, Budgeting & Planning is the industry's most collaborative experience for budget process automation, managerial reporting, and public transparency driving more effective planning and strengthening public trust.



The Most Collaborative and Efficient Solution

Powers efficient planning through intuitive end-user experiences, breakthrough communication between offices and departments, and easy-to-configure controls to ensure data integrity.

Operating Budget

Liberate your budgeting from disparate spreadsheets with a unified process that seamlessly ties spending to desired outcomes.

Workforce Planning

Simplify planning for your most complex and important asset - your people - with scenario analysis, advanced position allocations, and integrated budget requests.

Capital Initiatives

Forecast long-term capital expenditures, manage proposals, track performance, and easily keep the public informed of progress.

Online Budget Book

Publish a fully interactive, easily digestible budget book generated directly from your budgeting system, not other software.

↓ 30-50%

Governments using OpenGov's Budgeting & Planning solutions have seen a 30-50% reduction in the time spent creating the budget.

88%

88% of all spreadsheets, including those used to make the budget, have errors.

1%

Many governments were able to re-allocate 1% of their total budget to strategic initiatives with OpenGov.

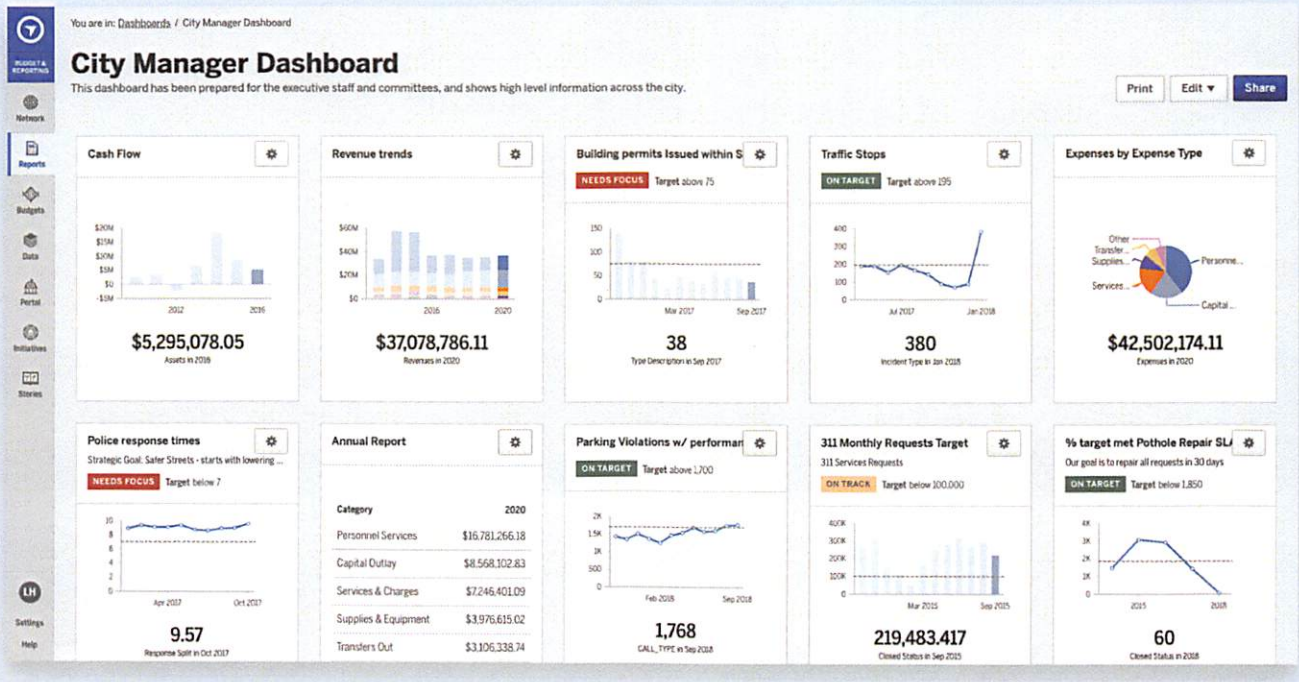
Powered by the Industry-Leading Reporting & Transparency Platform

Data-First Foundation

Budgeting & Performance comes with a robust reporting and analysis platform with out-of-the-box capabilities for dashboards, managerial reporting, KPI tracking, data consolidation and sharing, and scenario modeling.

Platform to Strengthen Public Trust

Leverage the leading transparency platform to communicate initiatives clearly and effortlessly, run public budget simulations, publish interactive budget books online, and deliver up-to-date financial and operational data with context.



Why OpenGov?

- **The only modern cloud ERP for local government.** OpenGov offers transformative solutions for budgeting, financial management, and citizen services with the market-leading reporting and transparency platform -- allowing customers to re-allocate up to 1% of their budgets for more strategic outcomes and save thousands of hours on manual and paper-based processes.
- **A trusted and dedicated partner.** More than 1,000 governments nationwide partner with OpenGov to drive more effective and accountable operations and strengthen public trust. Built exclusively for state and local government, OpenGov's software, services, and expertise are backed by over 300 years of employee experience in the public sector.
- **A platform built to grow with you.** Modern cloud architecture ensures all of your users have access to the latest features and upgrades while reducing your IT burden, minimizing your cost footprint, and breaking down system and data silos. Thanks to modular implementation, seamless maintenance, user-level configurability, and a roadmap driven by customer feedback, you future-proof your investment for the next generation.

> **"Our budget completion time has gone from a six month process down to four months (>30% time savings!) in our first year, and we anticipate that we'll see even more time savings and process efficiencies as we continue to use OpenGov."**
>
> **Klarryse Murphy**
> CFO, Ravalli County, MT

CITY OF **MINNEAPOLIS**
CITY OF **RICHMOND**
STATE OF **IDAHO**
STATE OF **OKLAHOMA**
COUNTY OF **SUFFOLK**
COUNTY OF **MONO**

OPENGOV

Request a Demo:
(650) 336-7167

contact@opengov.com
opengov.com

Hear What Our California Customers Have to Say

"OpenGov facilitated the budgeting for personnel costs resulting in savings of several millions," said City of Milpitas Finance Director Walter C. Rossmann. "This is especially important during this financial crisis we are experiencing."

Walter Rossman
Finance Director, Milpitas

"The County has placed an emphasis on advancing technology and fiscal transparency. OpenGov has facilitated this by providing an innovative platform for a dynamic online budget book and reporting tools."

Stewart Patri
County Budget Director, San Benito County

"OpenGov has helped us in streamlining our budget processes. The contributors to our budget found the software user- friendly and efficient. It cut the time involved in creating the budget tremendously. The interactive budget tool is a cherry on top and the charts and graphs are very professional-looking."

Puneet Behl
CFO, PRISM

"The City of Rancho Cordova is very excited to partner with Open Gov to transform its budget document into an easily understood, user friendly, informational tool to better inform its citizens of how tax payer dollars are spent."

Kim Juran Karageorgiou
Administrative Services Director, Rancho Cordova

"OpenGov helped our City to model several budget and workforce scenarios quickly during a time the City was rapidly adjusting to a financial crisis and working remotely. While a new system implementation will always take time and effort, the OpenGov team and partners were there with us every step of the way and went above and beyond. And without the OpenGov platform, our City, with a relatively small staff size, would not have been able to adjust to the financial crisis so quickly."

Will Fuentes
Finance Director, Campbell

"OpenGov will help us be more effective by streamlining our budgeting and reporting process. We are excited to expand our transparency and build community trust and engagement through our OpenGov transparency portal. Since we implemented OpenGov budgeting and began streamlining our processes, we have saved an estimated 600 hours, allowing the budget team to focus more time on budget strategy".

Daphine Harris
Financial Services Manager, Ukiah

"The OpenGov platform of graphs and charts provided a financial reporting system that was friendly to staff regardless of their financial understanding. Pairing the new report information with the OpenGov budget system allowed for departments to take charge of their budgets and to work in an up-to-the-minute environment with County Administration".

Scott De Moss
County Administrative Officer, Glenn County

OPENGOV

OpenGov Inc.
PO Box 41340
San Jose, CA 95160
United States

Created On: 1/13/2022
Quote Expiration: 1/31/2022
Subscription Start Date: 1/24/2022
Subscription End Date: 1/23/2027

Prepared By: Andrew Kercado
Email: akercado@opengov.com
Contract Term: 60 Months

Customer Information

Customer: City of Imperial, CA
Bill To/Ship To: 420 S. Imperial Ave
Imperial, California 92251
United States

Contact Name: Alexis Brown
Email: abrown@cityofimperial.org
Phone: (760) 355-1153

Contact Name: Alexis Brown
Email: abrown@cityofimperial.org
(760) 355-1153

Order Details

Billing Frequency: Annual
Payment Terms: Net Thirty (30) Days

Description: See Billing Table Below

SOFTWARE SERVICES:

Product / Service	Start Date	End Date	Annual Term	Annual Fee
Budgeting & Planning	1/24/2022	1/23/2027	5	$24,400.00

Annual Subscription: **$24,400.00**

PROFESSIONAL SERVICES:

Product / Service	Description
OpenGov Deployment	Product configuration, setup, and training described in the attached SOW.

Professional Services Total: **$47,730.00**

Billing Table:

Billing Date	Amount Due	
January 24, 2022	$72,130.00	*(Software Services + Professional Services)*
January 24, 2023	$24,400.00	
January 24, 2024	$24,400.00	
January 24, 2025	$24,400.00	
January 24, 2026	$24,400.00	

Order Form Legal Terms

Welcome to OpenGov! Thanks for using our Software Services. This Order Form is entered into between OpenGov, Inc., with its principal place of business at 6525 Crown Blvd #41340 San Jose, CA 95160 ("OpenGov"), and you, the entity identified above ("Customer"), as of the Effective Date. This Order Form includes and incorporates the OpenGov Software Services Agreement ("SSA") attached, or if no such SSA is attached, the SSA available at https://opengov.com/terms-of-service and the applicable Statement of Work ("SOW") incorporated herein in the event Professional Services are purchased. The Order Form, SSA and SOW shall hereafter be referred to as the "Agreement". Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, on the Effective Date. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by, the OpenGov Software Services Agreement. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the terms in the Agreement to the exclusion of all other terms.

City of Imperial, CA

Signature: _____

Name: _____

Title: _____

Date: _____

OpenGov, Inc.

Signature: _____

Name: _____

Title: _____

Date: _____

OPENGOV

Statement of Work

City of Imperial, CA

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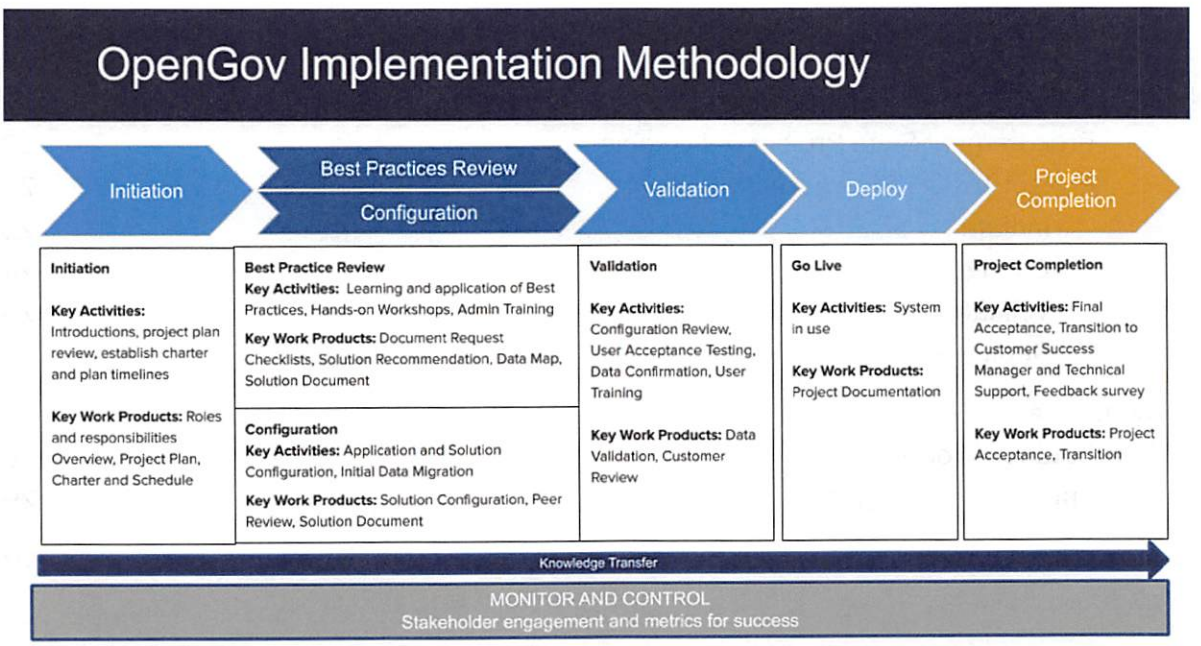
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1. Overview

1.1. Preamble

This Statement of Work ("SOW") identifies services that OpenGov, Inc. ("OpenGov" or "we") will perform for City of Imperial, CA ("Customer" or "you") pursuant to that order for Professional Services entered into between OpenGov and the Customer ("Order Form") which references the Software Services Agreement or other applicable agreement entered into by the parties (the "Agreement").

- Customer's use of the Professional Services are governed by the Agreement and not this SOW.
- Upon execution of the Order Form or other documentation referencing the SOW, this SOW shall be incorporated by reference into the Agreement.
- In the event of any inconsistency or conflict between the terms and conditions of this SOW and the Agreement, the terms and conditions of this SOW shall govern with respect to the subject matter of this SOW only. Unless otherwise defined herein, capitalized terms used in this SOW shall have the meaning defined in the Agreement.
- This SOW may not be modified or amended except in a written agreement signed by a duly authorized representative of each party.
- openGov will be deployed as is, Customer has access to all functionality available in the current release.



2. Methodology

OpenGov's deployment methodology, often referred to as the OpenGov Way ("OG Way"), delivers on OpenGov's mission to power more effective and accountable governments. 'It is an innovative, modern, and iterative approach that leads our customers to successfully deploy our products and help them successfully achieve their vision. The OG Way differentiates itself in the market by its foundation of customer empowerment. We rely on our years of experience working with governments, leading in governments, and leveraging best practices from the public and private sector in order to coach our customers through the change management needed to leverage our best practices and quality software. This methodology requires a degree of focus and engagement to ensure collaboration between both parties to produce the desired results in a timely manner. We look forward to our partnership and can't wait to show you how The OG Way will improve the way you do business and the services you're able to provide to your citizens!

Project Initiation

During project initiation, we will introduce project resources, review the products and services purchased, finalize project timelines, and conduct the kickoff meeting. Both OpenGov and Customer are responsible for assigning their Project Managers for the project. We will hold a planning meeting to review all project documents OpenGov has received to date. We'll also provide additional worksheets that need to be included. We'll set-up meetings to finalize the project plan and ensure there is a centralized location for these documents to be stored for collaboration. Lastly, we'll determine the date for the larger kickoff meeting and discuss the agenda for this critical meeting.

Best Practice Review

- OpenGov will provide your team with access to OG University and OpenGov's Resource Center so that you can start learning.
- Provided checklists with samples of data and information that we'll need completed. We will obtain all data and integration information at this time in our standard format.
- We will review your agency-specific documents to validate your business requirements.
- We will then coach you on our best practices by showing you how our tool works in the most effective manner.
- Based on our best practices review, we'll make solution recommendations based on our domain expertise.
- We'll align with your team based on our understanding of your operating processes based on technical requirements and product functionality.

- We'll review all data and integration requirements. A data map will be mutually agreed upon and signed off on by Customer.
- We'll present a solution document to be mutually agreed upon prior to starting the configuration.

Configuration

- We will set-up the base configuration based on the mutually agreed upon solution document.
- We will mutually configure the use cases based on the mutually agreed upon solution document.
- We will migrate your data based on our mutually agreed upon data map.

Validation

- Review the completed work performed during configuration.
- The appropriate members of the Customer project team will confirm that the solution has been configured correctly based on the solution and data mapping documents by testing the use of the solution.
- Training will be provided based on the selected package, or as set forth herein.
- Any items that were configured or migrated incorrectly based on the data map and solution document will be tracked via an issue log. We will work with your team to identify deployment critical issues that will be worked out prior to launch. If the item is not included in the mutually agreed upon data map and solution document, a mutually agreed upon change order will be discussed as defined in Section 10 Change Management of this SOW.
- The exit criteria for this phase is the sign off by the Customer's Project Manager of the configuration based on the mutually agreed upon solution and data map as defined in Section 9 Acceptance of this SOW.

Deploy

- The solution is usable by Customer.

Project Completion

- Customer is sent a project acceptance form to sign as defined in Section 9 Acceptance of this SOW.
- Customer will be asked to respond to a brief survey to provide feedback about the experience.
- Customer is introduced to Customer Support and educated on how to engage with customer support based on Customer's procured package.

3. Project Schedule

OpenGov will schedule resources for this project upon signature of the order form. Unless specifically noted, the OpenGov assigned project manager (as identified below or such alternate designated by OpenGov, the "OpenGov Project Manager") will work with Customer Project Manager to develop the project schedule for all requested deliverables under this SOW. OpenGov reserves the right to adjust the schedule based on the availability of OpenGov resources and/or Customer resources, and the timeliness of deliverables provided by the Customer.

4. Roles and Responsibilities

4.1. Roles and Responsibilities Matrix

OpenGov	
Role	**Role Description**
Executive Sponsor ("ES")	Responsible for ensuring alignment on project value proposition and vision. Escalation point for Customer Executive Sponsor to mitigate any risks that the project team cannot resolve. Executive Sponsor attends monthly (or other frequency) executive meetings to review deployment status, documented issue list, status and closure summary.
Project Manager ("PM")	Responsible for the delivery of the professional services based upon the agreed upon contract and SOW within the budgeted hours and timeframe. Ensures the project is properly forecasted, assigns tasks/resources, and tracks toward project completion. Holds executive steering committee meetings and/or quarterly business reviews as appropriate to ensure project issues are properly escalated and success is achieved. Facilitates the transition to support.
Analyst ("IA")	Responsible for helping Customer configure OpenGov's product suites as assigned. The Analyst is the primary consultant, guiding Customer through configuration working sessions to put together successful workflows.
Subject Matter Expert ("SME")	OpenGov Subject Matter Experts ("SMEs") will engage in strategy, design, and execution discussions internally and with

	Customer during the deployment. The SME has a specific area of expertise, and depending on the scope of the project more than one SME may engage. The SME will not be on all working sessions, but will be involved per the direction of the OpenGov Project Manager.
Integration Engineer ("IE")	Responsible for migrations, conversions, and integrations as assigned. Responsible for providing clear direction on specifications to ensure proper delivery of migration, conversions, and integrations. Clear data mapping and data validation to be provided with customer sign-offs obtained by the OpenGov Project Manager.
Account Executive ("AE")	The Account Executive is responsible for the sales cycle. Aligning on program vision, value proposition, and contract terms. The Account Executive will facilitate project kickoff along with the OpenGov Project Manager. The Account Executive will be engaged with the customer throughout their journey with OpenGov, post-deployment and beyond.
Customer Manager ("CM")	The Customer Manager ("CM") is the primary customer relationship holder post-Deploy. The "Air Traffic Controller" or "Quarterback" of OpenGov resources with focus on long term success of Customer's partnership with OpenGov. The CM will engage with Customer to discuss adoption strategy and conduct periodic reviews to ensure Customer's key stakeholders understand all OpenGov offerings and how they align to key Customer priorities. The CM will be introduced at deployment kick-off, but will not be an active participant in deployment working sessions. As the deployment approaches closure, the CM's engagement will ramp-up, and the OpenGov Project Manager to CM meeting with Customer will occur prior to Project Completion.
Customer	
Role	**Role Description**
Budget Owner ("BO")	The Customer Budget Owner commits the funds to the project deployment, assesses the value to the cost (ROI), and approves changes orders. In some cases, the Budget Owner and Executive Sponsor are the same person.
Executive Sponsor ("ES")	Responsible for ensuring Customer team is aligned to core project value proposition and goals. Able to intervene if the project goes off track, and has ability to make decisions on

	timeline and budget when decisions are stalled. The Executive Sponsor is not expected to regularly attend deployment working sessions. Executive Sponsors, attend monthly (or other frequency) executive meetings to review deployment status, documented issue list, status and closure summary.
Project Manager ("PM")	Serves as the primary contact for OpenGov Project Initiation, Best Practice Review, Configuration, Validation, Deploy, Project Completion. Coordinates meetings and schedules. Controls communication between the Customer and OpenGov project teams.
Project Lead ("PL")	Is an internal SME in the functional area of deployment. Attends working sessions, trainings, and responsible for reviewing configurations. Primary OpenGov counterpart will be the Analyst.
Data and SystemsLead ("DSL")	Responsible for mapping out data infrastructure and validating migration, conversion, integration requirements. Someone who is able to connect OpenGov team with any of Customer's third-party data sources and vendors as needed to fulfill SOW requirements.

5. Governance

Project Governance provides the foundation and framework to manage deployments by assessing progress and addressing questions and challenges during the course of deployment. OpenGov follows three guiding principles for governance to maximize the deployment value with our customers:

- **Regular communication** aligned to the agreed upon project plan and timing will occur. OpenGov expects our customers to raise questions or concerns as soon as they arise. OpenGov will do the same, as we can only address items when known.
- **Executive involvement** is expected from both OpenGov and Customer. Not only may Executives be called upon to clarify expectations and/or confusion, but also to steer strategic items to maximize the value through the deployment.
- **Commitment to the direction** outlined in this SOW and critical assessment change orders to ensure they drive value.

5.1. Regular Communication Components

Meeting		Frequency	Purpose	Participants	
				OpenGov	Customer
Quarterly Management Review ("QMR")	Engagement Review	Quarterly	Overview of Program Status, Value Realization, trends, savings reports, program improvement, technology, and discuss program adjustments	PM, ES, others as necessary	PM, PL, ES, others as necessary
	Statement Committee	Bi-Annually	Review of milestones per commercial agreement, review budget and fiscal matters. Discuss strategic direction from deployment, alignment of OpenGov with Customer's 3-year roadmap, evaluate potential shift in strategy and impact to relationship	PM, ES, AE, CM	PM, BO. ES
Executive Sponsor Meeting		Monthly / Bi-Monthly	Discuss deployment: - Strategic impacts: timing, scope, process - Value prop changes,	PM, ES, plus others as necessary	PM, ES, plus others as necessary

		confusion - Project specific: items that need guidance, support and/or clarity		
Weekly Deployment Updates	Weekly	Summary of project actions against project plan. Risks and achievements highlighted in addition to asks of leadership.	Project Team + ES(s)	Project Team + ES(s)

5.2. Commitment to Project Direction and Goals

This SOW is the direction agreed upon by Customer and OpenGov. Transparency of the plan is paramount for our Customers to attain the value the SOW or any subsequent change order outlines.

Should direction of the deployment become disconnected, OpenGov and Customer Project Managers will outline the gaps as they understand them and communicate the gaps to their respective Executive Sponsor(s) (or Project Teams) for discussion and resolution.

The communication path for this engagement will be outlined in the kick off meeting, documenting both phone numbers and email. The general path is:

OpenGov Project Manager → Professional Services Sr. Manager / SVP → Executive Sponsor

6. Escalation Process

The purpose of this section is to define the escalation process, should it be needed, to support closing issues that are raised, discussed to move forward with the deployment. OpenGov and Customer agree to raise concerns and follow the escalation process, resource responsibility, and documentation.

6.1. Process

- Identification of an issue impeding deployment progress, outcome or capturing the value proposition, that is not acceptable.
- Customer or OpenGov Project Manager summarizes the problem statement and impasse.
- Customer and OpenGov Project Managers will outline solution, acceptance or schedule Executive review in accordance with SLA as defined in Section 7 General Project Assumptions.
- Resolution will be documented and signed off following Executive review in accordance with SLA as defined in Section 7 General Project Assumptions.

6.2. Escalation Requirements

- OpenGov and Customer Project Managers will summarize the impasse and recommendation to present at scheduled or ad hoc executive meetings. Unless otherwise noted in this SOW, Customer Project Manager can approve how hours are used, but not where funding is required.
- Executive Sponsors attend monthly (or other frequency) executive meetings to review deployment status, documented issue list, status, and closure summary.
- Steering Committees, where applicable, will be the arbitrator to direction and issue closure. Unless otherwise noted in this SOW, the Customer Executive Sponsor must approve change orders that result in additional cost.
- Customer or OpenGov Subject Matter Experts may be requested to provide input to the issue and assist in closure. Both Customer and OpenGov will make best effort to enable those Subject Matter Experts to be available and participate.

6.3. Documentation

- Issue Escalation: Problem Statement with clear impact to the deployment and/or engagement.
- Acceptance Document: Which will include any change order(s) or other process adjustments required and summary of the resolution.
- Notes from Project Meetings, Executive Reviews, and Steering Committee meetings, as appropriate.

7. General Project Commitments

OpenGov is excited to work with Customer on the implementation of our OpenGov ERP Cloud. In order to ensure we are able to meet the project timeline and ensure Customer is successful in this implementation, OpenGov asks that Customer abide by the General Assumptions detailed in this SOW.

- This SOW is limited to the Implementation of the OpenGov Cloud as defined in the Project Scope. Any additional services or support will be considered out of scope.
- Customer will commit and provide access to all necessary stakeholders and subject matter experts, and other key parties whose roles are defined in Section 4.1, necessary to the successful implementation of the OpenGov ERP Cloud as defined in this SOW.
- Customer is responsible for internal change management associated with the purchase of new software.
- Response Protocol
    - OpenGov and Customer commit to responding to inquiries, updates, or any other project-related matters in no more than 10 business days throughout the course of this project. If Customer is delayed in its response, Customer acknowledges that: a) the delay may impact the project schedule; and b) any fees for Professional Services due to OpenGov after such delay shall become due and OpenGov may invoice Customer for such prepayment.
    - As set forth in Section 6.1(e) of the Agreement, if extended delays in Customer responsiveness are encountered, OpenGov may opt to put the project into an "On Hold" status, which includes causing OpenGov to stop or cause to be stopped the Professional Services to be provided to the Customer, until the Customer has fulfilled its obligations set forth in the On Hold Notice as described in the Agreement.
    - The Professional Services will be provided during regular business hours (8am to 6pm Pacific Time) Monday through Friday (holidays excluded).
- SOW Expiration:
    - This SOW is valid for up to 90 days from the Creation Date, or as agreed to in writing by OpenGov and Customer.

8. Project Scope

8.1. OpenGov Reporting & Transparency Platform

8.1.1. OpenGov Reporting & Transparency Platform Project Deliverables

Deliverable	Description
OpenGov Reporting & Transparency Platform	Cloud based Reporting & Transparency Platform that includes: • Stories • Open Town Hall • Reporting • Dashboards • Transparency Portal

8.1.2. Project Tasks

The tasks listed below are required for OpenGov and Customer to successfully complete the OpenGov Reporting & Transparency Platform implementation.

8.1.2.1. Initiate

Functionality	Description
Provisioning R&T Platform	OpenGov will provision Customer's OpenGov entity and verify Customer has access to all purchased modules.
OpenGov University Platform Training	OpenGov will provide access to OpenGov University online training courses intended to teach users on the basics of the Reporting & Transparency Platform.
Stories and Open Town Hall Examples	OpenGov will build out an example of a Story: • One standard story based on available templates in OpenGov. OpenGov will build out an example of a topic in Open Town Hall.
Initial Data Migration	OpenGov will upload any applicable datasets to the OpenGov Platform. • Base Budget File • Historical Budget and Transactions Files, including beginning balances • Budget Reference Year data files OpenGov will accept flat files such as CSV, Text, and/or Excel

8.1.2.2. Best Practices

Functionality	Description
Overview of Best Practice	OpenGov assesses and identifies how best to configure and map data to ensure success based on materials provided by Customer.
Stories and Open Town Hall Review	The Implementation Analyst will conduct a review of the examples created.
Solution Document	OpenGov will present a solution document to be mutually agreed upon prior to beginning configuration.

8.1.2.3. Configuration

Functionality	Description
Chart of Accounts	OpenGov will review and give feedback on Customer's general ledger chart of accounts OpenGov will provide a functional build of the proposed OpenGov Chart of Accounts, and gain sign off on acceptance from Customer. OpenGov will configure OpenGov Chart of Accounts in OpenGov system
OpenGov Reports	OpenGov will: • Set up 3 OpenGov reports (Annual, Budget to Actuals, and Transactions) • Configure 3 departmental dashboards with up to 3 tiles each

8.1.2.4. Validation

Functionality	Description
Chart of Accounts	Once built in OpenGov system, Customer will validate and sign off of transformed Chart of Accounts
Data	Customer will validate and sign off on the datasets uploaded as part of the implementation.

8.1.2.5. Deploy

Functionality	Description
Training Stories	OpenGov will review configured story and train Customer on how to: • Create new stories • Update/Maintain current stories • Publish internally and externally
Training Open Town Hall	OpenGov will present configured Open Town Hall site and theme. OpenGov will train Customer on Open Town Hall functionality
Training OpenGov Reports	OpenGov will review configured OpenGov reports. OpenGov will train Customer on report: • Configuration • Update/Maintenance • Publishing internally and externally
Training Dashboards	OpenGov will review configured Dashboards OpenGov will train Customer on Dashboard: • Configuration • Update/Maintenance • Publishing internally and externally
Platform Training	OpenGov will review configured COA and uploaded data. OpenGov will train Customer on Platform maintenance:: • Users • Uploading data • Maintaining COA
Sign Off	Customer will sign off that they have: • Configured Story • Configured Open Town Hall • Configured OpenGov reports • Configured Dashboard • Been trained on Stories, Open Town Hall, OpenGov reports, Dashboards

8.2. OpenGov Budgeting & Planning

8.2.1. Budget & Planning Project Deliverables

Functionality	Description

OpenGov Budgeting & Planning Suite	Budgeting & Planning Suite, includes: • Operating Budget • Workforce Planning • Online Budget Book • Budget Reporting

8.2.2. Project Tasks - Budgeting and Planning

The tasks and responsibilities listed below are required for OpenGov and Customer to successfully complete the OpenGov Budgeting and Planning Suite implementation.

8.2.2.1. Initiate

Functionality	Description
Documentation Receipt	Customer to provide OpenGov: • Budget export • Examples of the documentation currently provided to department, • Budget schedule, • Management budget reports example

OpenGov University Budget Training	During the initial phase, OpenGov will provide system training to administrators.
	Training will include:
	• How to create
	  ○ a budget
	  ○ a proposal
	  ○ a worksheet
	  ○ add a line item
	  ○ reselect line items
	  ○ submit a budget
	• Reporting overview
	• Stories overview
	• Open Town Hall overview
	• Workforce Planning Overview

Budget and Workforce Solution Examples	OpenGov will build out examples of best practices for budgeting solutions: • 2 budget instances in OpenGov • 2 proposals for each budget instance (Traditional and OpenGov) • 3 budget reports

	○ Budget Development ○ Budget Details ○ Budget Categories • 1 budget story for review Workforce Planning Shell • 4 Standard cost elements ○ Wages ○ Insurance ○ Retirement ○ Taxes
Online Budget Book Examples	OpenGov will build out: • Look and feel of Online Budget Book • Best practice templates for: ○ Table of Contents ○ Budget message ○ Introduction ○ Revenue and Expenditure Assumptions ○ Budget Summary ○ Departmental Information ○ Debt

8.2.2.2. Best Practices

Functionality	Description
Overview of Best Practice	OpenGov assesses and identifies how best to configure and map data to ensure success based on materials provided by Customer.
Budget and Workforce Solution	The Implementation Analyst will conduct a review of the examples created and work with the customer to confirm a budget format on which to move forward.
Online Budget Book Solution	The Implementation Analyst will conduct review of Online Budget Book templates and work with Customer to confirm format and approach.
Solution Document	OpenGov will present a solution document to be mutually agreed upon prior to beginning configuration.

8.2.2.3. Configure

Functionality	Description
Base Budget File	OpenGov will configure and upload Customer's base budget file into OpenGov.
Budget Configuration	Based on the Review and Confirmation phase OpenGov OpenGov will set up Customer's preferred budget format: • 1 Budget instance • 2 Proposals (Department) • Corresponding worksheets (single, fund, division, or function) • 1 standard budget Story template Based on the review of the Workforce Planning Shell and with the guidance of the Implementation Analyst, Customer will: • Buildout remaining cost elements • Populate position template • Validate Workforce calculation
Budget Configuration Working Sessions	OpenGov will hold working sessions between the Implementation Analyst and Customer for the purpose of validating, reviewing, and iterating upon draft budget instances. Session will focus on: • Set up • Structure • Workflow • User access
Administrator Budget Management Training	OpenGov will provide 1, 60-Minute training sessions to enable Customer's Budget Administrators to manage and maintain their OpenGov budgets including: • User access • Approval workflow • Cloning • Phases • Proposal status
Dataset and View Configuration	OpenGov will set up 1 export and dataset view to enable budget reports
Budget Report(s)	OpenGov will set up 4 budget reports to include: • Budget Milestones

	• Budget Development • Budget Details • Budget Categories
Budget Exports and Reporting Training	OpenGov will provide 1, 60-Minute training sessions to enable Customer to own, manage and maintain their OpenGov Budget Data and Reports including: • Exports • Dataset views • Reports

Online Budget Book Configuration and Training Session	OpenGov will setup 3 OpenGov standard Online Budget Book templates chosen from examples defined above, including 1 completed story from 1 template
	• Administrator training
	  ○ One 60-Minute session for training:
	  ■ Using and Copying Templates
	  ■ How Datasets and Reports work in Stories
	  ■ How the Online Budget Book works with Transparency Portal
	  ■ Preparing for updating and ongoing use
	• OpenGov will provide working sessions for OpenGov to consult with Customer on Online Budget Book, scheduled as needed. *(Not to exceed more than 10 sessions unless agreed upon by openGov Project Manager and Customer.)*
	
	Customer administrators will set up additional project story shells and corresponding project users, and admins/users will add content

8.2.2.4. Validation

Functionality	Description
Validation of Configured Budgets	The OpenGov Project Manager and Analyst will confirm with Customer's Project Lead that all budget proposals are configured properly based on the agreed upon format.

8.2.2.5. Deploy

Functionality	Description
Internal	OpenGov will provide 1, 60-Minute training sessions to enable

Budget User Training	Customer's internal users to understand budgeting requirements.
Sign Off	Customer will provide written sign off that all Budgets and reports have been configured based on agreed upon formats.

8.3. Financial Integrations

8.3.1. Financial Integration Deliverables

Functionality	Description
Financial Integration	OpenGov will work with Customer's IT Staff and Project Team to setup a one way data integration from Tyler Fund Balance to OpenGov

8.3.2. Financial Integration Tasks

The tasks listed below are required for OpenGov and Customer to successfully complete the Financial Integrations with OpenGov.

8.3.2.1. Initiate

Functionality	Description

Solution Review	OpenGov will review the proposed solution with Customer
	• Functionalities to be Integrated
	  ○ Actuals (Revenue and Expenses)
	  ○ Budget
	• Integration Approach
	  ○ Database Connect / Agent Install
	• OpenGov Assumes:
	  ○ The data will be linked to the Customer's COA.
	  ○ Integration is unidirectional from the Customer's accounting software into OpenGov.
	
	If OpenGov determines during the review that OpenGov's existing database maps do not meet the Customer's requirements, the Customer may need to purchase additional hours to develop a custom database map.
	
	If OpenGov is not able to access or extract data directly from the database, Customer must provide data files in CSV format into

	OpenGov FTP Location. Customer would be responsible for automating the process of uploading CSV data files to the OpenGov FTP location.
Data Analysis	OpenGov will perform the data analysis • To align with the required functionalities • To align with the COA

8.3.2.2. Configuration

Functionality	Description

Integration Setup	OpenGov will perform the following
	• Installation of Agent
	• Database View Deployment
	• OpenGov Assumes:
	  ○ OpenGov will require assistance from Customer to understand source system specific customizations and configurations when building the data extract. When OpenGov is not able to access or extract data as per requirements, Customer should provide the data files in CSV format into OpenGov FTP Location.
	  ○ When the source accounting software is hosted by a third party vendor on behalf of Customer, Customer is responsible for brokering OpenGov's access to Customer's data residing at the vendor's premises in accordance with OpenGov's data formatting requirements.

Configuration and Testing	OpenGov will perform the Configuration to • Extract, Transform (when required) and load the data • Build Reports for the required functionalities • Initial validation of data

8.3.2.3. Validation

Functionality	Description
Data Validation	OpenGov team to work with Customer to • Validate the historical data • Validate the current year data

	• OpenGov Assumes:
	  ○ Customer will provide data to validate against (PDF Export). Data should be received prior to the start of the integration.
	  ○ OpenGov will perform the validation for data accuracy for the Integration, working jointly with Customer team to approve the Financial Integration data.

8.3.2.4. Deploy

Functionality	Description
Deployment and Wrap Up	OpenGov will perform the Configuration to • Schedule the current year data load • Train the administrators • Monitor the data load
Sign Off	Customer will complete OpenGov-provided sign off document acknowledging • Accuracy of the data for historical years and current year associated with the functionalities • Accuracy Reports associated with the functionalities • Adequately trained on the Integration Functionalities

8.4. OpenGov Procurement Suite

8.4.1. Procurement Suite Project Deliverables

Functionality	Description
Procurement Suite	Supplier Engagement, Evaluation and Award Solution • Vendor Portal • Generic Template • Related Training and Knowledge Transfer Solicitation Development Solution (with or without Intake Management) • 3 Templates: Bid (ITB), RFP, RFQual, or RFQuote • Related Training and Knowledge Transfer Contract Management Solution • 1 Contract Template

	• Contract Migration • Related Training and Knowledge Transfer System-wide Training • System Admin Training • Procurement (Super User) Training • Template Administration Training • Departmental User Training. Super User led, OpenGov supported • Supplier Documentation

8.4.2. Project Tasks - Procurement Suite

The tasks listed below are required for OpenGov and Customer to successfully complete the OpenGov Procurement Suite implementation.

8.4.2.1. Initiate

Functionality	Description
Creating Environment	OpenGov will provision a Procurement environment and verify that the Customer has access to all purchased modules. A customer system administrator will be added to the environment following contract signing and creation.
Website Integration	OpenGov meets with Customer and website resource to review website integration document. Agree on changes to be made and timeline for completion. Customer Vendor Portal live is a milestone before beginning configuration.
Vendor Registration Portal	OpenGov will provide the Customer with an example Vendor Intro Letter to be edited and approved by the agency. Once the Customer sends the vendor email/letter. OpenGov will import the list of vendors provided by the agency and send automated vendor invitations to the list of vendors provided to register and subscribe to the agency. Reminder emails will be sent on a weekly basis. Vendor support for registration is provided by OpenGov Tier 1 Support via live chat function 8AM -8PM Eastern.

Supplier Engagement, Evaluation and Award Solution	Opengov will provide our "Paper to Paperless Language Transition Guide" to help them transition their standard language from paper process to electronic. Customer will provide OpenGov: • Information to complete the generic solicitation upload template • Vendor questions required for Sourcing Projects
Solicitation Development Solution	Customer will provide OpenGov: • Boilerplate or Templates of Solicitation types: Bid (ITB), RFP, RFQual, RFQuote, etc. of the agreed upon templates. • Forms associated with Solicitation templates.
Contract Management Solution	Customer will provide OpenGov: • Existing Contract Data and Contract files • Contract Sample Templates

8.4.2.2. Configure

Functionality	Description
Vendor Registration Portal	Customer with OpenGov will confirm and complete website updates OpenGov will provide the Customer with an example Vendor Introduction communication to be edited and approved by the agency. Customer sends the vendor an introduction email/letter. OpenGov will import the list of vendors provided by the agency and send automated vendor invitations to the list of vendors provided to register and subscribe to the agency. Reminder emails will be sent on a weekly basis. Vendor support for registration is provided by OpenGov Tier 1 Support via live chat function 8AM -8PM Eastern.
Working Session	• Work alongside customer to provide knowledge transfer on how to manage the Vendor Registration Portal
Supplier Engagement, Evaluation and Award Solution	OpenGov will review solicitation documents provided.

Supplier Engagement, Evaluation and Award Workshop	OpenGov will lead workshop to: • Create the first Bid and discuss the formats of the other solicitation types • OpenGov will suggest changes to language based on using OpenGov Procurement • Customer and OpenGov work together to create the bid template, and the initial generic template.
Supplier Engagement, Evaluation and Award Working Sessions	Work alongside customer to provide knowledge transfer on: • Creating Bids within OpenGov Procurement • Bid Opening, Tabulation, Evaluations, and Awarding the Project
Solicitation Development Solution	OpenGov will review Boilerplate or Templates of Solicitation types and Forms provided (3).
Solicitation Development Workshop	OpenGov will lead workshops to: • Design the Solicitation Template in OpenGov Procurement. • Customer selects the first solicitation type (usually either ITB or RFP), and works with OpenGov with the design Typically two to three sessions are required to complete the first template. • First template sign off before beginning the subsequent 2 templates. • Subsequent template build is faster with Solution knowledge.
Solicitation Development Working Sessions	• Work alongside customer to provide knowledge transfer on how to write Solicitations with OpenGov Procurement
Intake Workflow	Solicitation intake process, when working with decentralized sourcing, reviewed to be incorporated within OpenGov Procurement. • Planning for expansion into internal customers/departments and bringing departments online. • Training: Preparing for Intake (Buyers and Department Directors) • Implement default "Review/Approval" Processes. • Training: Internal Customer/Department Training for 1 department

Contract Management Solution	OpenGov will import documents attached to contract metadata provided via csv or excel to create contract records in OG Procurement. Requirement: • Dependent on having historical metadata to create a contract record. • Customer must provide a single file (Excel, CSV, etc) with one row per contract, each document must include a unique identifier or location, and the file's physical location (a file path or URL). • Customer will need to either provide a copy of the files or grant OpenGov access to the file locations in order to migrate them. • The folder structure of the documents provided must reflect the paths provided in the file. • Data cleanup/correction is not included.
Contract Management Workshop	OpenGov will work with Customer to develop the 1 Contract Template.
Contract Management Working Sessions	• Work alongside customer to provide knowledge transfer to use Contract Developer tools

8.4.2.3. Validation

Functionality	Description
Supplier Engagement, Evaluation and Award Solution	Customer will sign off: • Generic Template
Solicitation Development Solution	Customer creates test solicitations using templates and testing logic for each template. Customer will sign off: • First bid solicitation • Afterward, subsequent solicitations • Intake process aligned per specifications

Contract Management Solution	Customer will sign off: • Contract template • Contract database. Dataset provided is represented within OpenGov Procurement per specifications detailed.

8.4.2.4. Deployment

Functionality	Description
Supplier Engagement, Evaluation and Award Solution	Customer: • Prepared first first bid for immediate or future release Customer to complete OpenGov-provided sign off document <u>Training:</u> • Review sourcing process with Administrators and Super Users, preparing them to deliver training for department users • Department User training Solicitation process within OpenGov Procurement led by Customer Super Users with OpenGov support
Solicitation Development Solution	Customer goes live with 3 Solicitations templates. Internal Solicitation process goes live. Customer to complete OpenGov-provided sign off document <u>Training:</u> • Review Solicitation Development Solutions with Administrators and Super Users, preparing them to deliver training for department users • Department User training of Solicitation Development Solution within OpenGov Procurement led by Customer Super Users with OpenGov support, where needed
Contract Management Solution	Customer goes live with the Contract Template and Database. • Communicate access and process Customer to complete OpenGov-provided sign off document <u>Training:</u> • Managing New Contracts in OpenGov Procurement

	• Review Contract Management Solution with Administrators and Super Users, preparing them to deliver training for department users (if necessary)

9. Acceptance

9.1. Acceptance Process

All Deliverables require acceptance from the Customer Project Manager(s) following the completion of Deliverables and upon Project Closure. Customer is responsible for conducting any additional review or testing of such Deliverable pursuant to any applicable mutually agreed upon acceptance criteria agreed upon by the parties for such Deliverable. Upon completion of these phases, the OpenGov Project Manager shall notify the Customer Project Manager(s) and provide the necessary documents for review and sign off.

The following process will be used for accepting or acknowledging Deliverables and Project Closure:

- OpenGov shall submit the completed Deliverables to Customer to review or test against the applicable acceptance criteria. Customer shall notify OpenGov promptly of its acceptance or rejection in accordance with the agreed upon acceptance criteria.
- Customer must accept all Deliverables that meet the applicable acceptance criteria. OpenGov Project Manager will provide the Customer Project Manager with the OpenGov Acceptance form to sign off on the Deliverable and project. Once all Deliverables required to meet a particular phase have been accepted or are deemed accepted, the phase shall be deemed complete.
- Upon completion of the phase or project, OpenGov allows Customer 10 business days to communicate that the particular Deliverable(s) does not meet Customer's requirements. Failure to communicate that the particular Deliverable(s) does not meet Customer's requirements will be deemed as acceptance and any further work provided to remedy Customer's complaint might incur additional cost.
- Customer shall provide to OpenGov a written notice detailing the reasons for rejection and the nature of the failure to meet the acceptance criteria. OpenGov shall make best effort to revise the non-conforming Deliverable(s) to meet the acceptance criteria and re-submit it to Customer for further review and testing.
- If the acceptance form is not received in accordance with Section 7 General Project Assumptions, the project phase and/or project will be considered accepted and automatically closed.

9.2. Acceptance Requirements

- All acceptance milestones and associated review periods will be tracked on the project plan.
- The Customer Project Manager will have decision authority to approve/reject all project Deliverables, Phase Acceptance and Project Acceptance.
- Any open issues shall receive a response in accordance with Section 7 General Assumptions of this SOW following the Validation Acceptance review, or as mutually agreed upon between the parties, for resolution prior to advancing on in the project.
- Both OpenGov and Customer recognize that failure to complete tasks and respond to open issues may have a negative impact on the project.
- For any tasks not yet complete, OpenGov and/or Customer will provide sufficient resources to expedite completion of tasks to prevent negatively impacting the project.

10. Change Management

This SOW and related efforts are based on the information provided and gathered by OpenGov. Customer acknowledges that changes to the scope may require additional effort or time, resulting in additional cost. Any change to scope must be agreed to in writing or email, by both Customer and OpenGov, and documented as such via a:

- *Change Order* - Work that is added to or deleted from the original scope of this SOW. Depending on the magnitude of the change, it may or may not alter the original contract amount or completion date and be paid for by Customer. Changes might include:
    - Timeline for completion
    - Sign off process
    - Cost of change and Invoice timing
    - Signed by OpenGov and Customer Executives approving funds.

Change documentation will be mutually agreed upon as defined in Section 7 General Assumptions of this SOW. Should that not occur, the change will be added to the next Executive Sponsor agenda for closure.

Example of changes that might arise during a deployment:

- Amending the SOW to correct an error.
- Extension of work as the complexity identified exceeds what was expected by Customer or OpenGov.

- Change in type of OpenGov resources to support the SOW.

Agenda Item No. F-2

DATE SUBMITTED	1/14/2022	COUNCIL ACTION	(X)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	ACM	RESOLUTION	(x)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	1/19/2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	am

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: RESOLUTIONS OF THE IMPERIAL CITY COUNCIL CALLING FOR A SPECIAL MUNICIPAL ELECTION ON TUESDAY, JUNE 7, 2022.

1. APPROVAL OF RESOLUTION 2022-08 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, CALLING FOR THE HOLDING A SPECIAL MUNICIPAL ELECTION ON TUESDAY, JUNE 7, 2022 FOR THE SUBMISSION TO THE VOTERS OF A QUESTION RELATION TO THE CITY CLERK; AND
2. APPROVAL OF RESOLUTION 2022- 09 THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF IMPERIAL TO CONSOLIDATE A SPECIAL MUNICIPAL ELECTION; AND
3. APPROVAL OF RESOLUTION 2022- 10 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL SETTING PRIORITIES FOR FILING A WRITTEN ARGUMENT(S) REGARDING A CITY MEASURE AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS; AND
4. APPROVAL OF RESOLUTION 2022-11 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL PROVIDING FOR FILING OF REBUTTAL ARGUMENTS FOR CITY MEASURES SUBMITTED AT MUNICIPAL ELECTIONS.

DEPARTMENT INVOLVED: City Attorney/City Manager's Office

BACKGROUND/SUMMARY:

As directed by the City Council during their regular meeting on July 21, 2021, staff has prepared the attached resolutions calling for a special municipal election on Tuesday, June 7, 2022 relating to the position of the City Clerk. Historically, the position of the City Clerk has been elected by a majority vote. In June of 2021, long time City Clerk Debra Jackson announced her retirement, thus vacating the seat. During Council's regular meeting on July 21, 2021, Dennis Morita (City Manager) was appointed to the vacant seat until such time as a special election could be called. Attached are the resolutions for your review and consideration.

FISCAL IMPACT: To be determined	ADMIN SERV INITIALS
STAFF RECOMMENDATION: It is staff's recommendation to review and approve the resolutions as presented to participate in the spring special election.	DEPT. INITIALS
MANAGER'S RECOMMENDATION: Agrees with Staff's recommendation	CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( )
DISAPPROVED ( )

REJECTED ( )
DEFERRED ( )

REFERRED TO:

RESOLUTION NO. 2022-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, CALLING FOR THE HOLDING OF A SPECIAL MUNICIPAL ELECTION ON TUESDAY, JUNE 7, 2022 FOR THE SUBMISSION TO THE VOTERS OF A QUESTION RELATING TO THE CITY CLERK

WHEREAS, California Government Code § 36508 provides that the City Council may submit to the electors the question whether the elective position of City Clerk shall be appointed by the City Council; and

WHEREAS, the City Council desires to submit to the voters the question of whether the elective position of City Clerk shall be appointed by the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Pursuant to the laws of the State of California, a Special Municipal Election is hereby called and ordered to be held in the City of Imperial on June 7, 2022.

SECTION 2. That the City Council pursuant to its right and authority, does order submitted to the voters at the Special Municipal Election the following question and printed in substantially the following form:

"Shall the office of the City Clerk be appointive? "	Yes	
	No	

SECTION 3. That the proposed complete text of the measure submitted to the voters is attached as Exhibit A.

SECTION 4. That the vote requirement for the measure to pass is a majority of the votes cast.

SECTION 5. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 6. That the City Clerk is authorized, instructed, and directed to coordinate with the County of Imperial Registrar of Voters to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 7. That the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed pursuant to Election Code § 10242, except as provided in § 14401 of the Elections Code of the State of California.

SECTION 8. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 9. That the City Clerk shall certify to the passage and adoption of this Resolution and enter in into the book of original Resolutions.

SECTION 10. The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of January, 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Mayor

ATTEST:

_____
City Clerk

Exhibit "A"

ORDINANCE NO.

AN INITIATIVE ORDINANCE OF THE CITY OF IMPERIAL CHANGING THE OFFICE OF CITY CLERK FROM ELECTIVE TO APPOINTIVE

THE PEOPLE OF THE CITY OF IMPERIAL DO ORDAIN AS FOLLOWS:

SECTION 1. The office of City Clerk shall be changed from elective to appointive pursuant to California Government Code section 36508.

SECTION 2. This ordinance shall take effect as provided in Section 9217 of the Elections Code of the State of California.

SECTION 3. The City Clerk shall publish this ordinance according to law.

PASSED, APPROVED, AND ADOPTED this 7th day of June, 2022.

RESOLUTION NO. 2022-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF IMPERIAL TO CONSOLIDATE A SPECIAL MUNICIPAL ELECTION TO BE HELD ON JUNE 7, 2022 WITH THE STATEWIDE PRIMARY ELECTION TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE

WHEREAS, the City Council of the City of Imperial called a Special Municipal Election to be held on June 7, 2022; and

WHEREAS, the City Council is submitting to the voters the questions relating to the position of City Clerk; and

WHEREAS, it is desirable that the Special Municipal Election be consolidated with the Statewide Primary Election to be held on the same date and that within the polling places and election officers of the two elections be the same, and that the county election department of the County of Imperial canvass the returns of the Special Municipal Election and that the election be held in all respects as if there were only one election.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IMPERIAL, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirement of Section 10403 of the Elections Code, the Board of Supervisors of the County of Imperial is hereby requested to consent and agree to the consolidation of a Special Municipal Election with the Statewide Primary Election on Tuesday, June 7, 2022 for the question relating to the position of the City Clerk.

SECTION 2. That a measure is to appear on the ballot as follows:

Shall the office of the City Clerk be appointive?	Yes	
	No	

SECTION 3. That the proposed complete text of the measure submitted to the voters is attached as Exhibit A.

SECTION 4. That the vote requirement for the measure to pass is a majority of the votes cast.

SECTION 5. That the county election department is authorized to canvass the returns of the Special Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the statewide election.

SECTION 6. That the Board of Supervisors is requested to issue instructions to the county election department to take any and all steps necessary for the holding of the consolidated election.

SECTION 7. That the City of Imperial recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs associated with the consolidation of the statewide election with City's Special Municipal Election..

SECTION 8. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the county election department of the County of Imperial.

SECTION 9. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of January, 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Mayor

ATTEST:

_____
City Clerk

Exhibit "A"

ORDINANCE NO.

AN INITIATIVE ORDINANCE OF THE CITY OF IMPERIAL CHANGING THE OFFICE OF CITY CLERK FROM ELECTIVE TO APPOINTIVE

THE PEOPLE OF THE CITY OF IMPERIAL DO ORDAIN AS FOLLOWS:

SECTION 1. The office of City Clerk shall be changed from elective to appointive pursuant to California Government Code section 36508.

SECTION 2. This ordinance shall take effect as provided in Section 9217 of the Elections Code of the State of California.

SECTION 3. This is a City Council-sponsored initiative Ordinance which otherwise would only be subject to amendment by the voters of the City. However, pursuant to Elections Code Section 9217, the City Council shall have and retain the right and authority to amend the Ordinance to further its purposes and intent (including but not limited to amendment for more efficient administration as determined by the City Council).

SECTION 4. The City Clerk shall publish this ordinance according to law.

PASSED, APPROVED, AND ADOPTED this 7th day of June, 2022.

RESOLUTION NO. 2022-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, SETTING PRIORITIES FOR FILING A WRITTEN ARGUMENT(S) REGARDING A CITY MEASURE AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS

WHEREAS, a Special Municipal Election is to be held in the City of Imperial, California on June 7, 2022 at which there will be submitted to the voters the following measure:

Shall the office of the city clerk be appointive?	Yes	
	No	

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That the City Council authorizes the following members of its body: Member(s) Karin Eugenio, Geoff Dale, Robert Amparano, Katherine Burnworth, and James Tucker to file (a) written argument(s) not exceeding 300 words regarding the City measure as specified above, accompanied by the printed name(s) and signature(s) of the author(s) submitted it in accordance with Article 4, Chapter 3, Division 9 of the Elections Code of the State of California. The arguments may be changed or withdrawn until and including the date fixed by the City Clerk after which no arguments for or against the City measure may be submitted to the City Clerk. The arguments shall be filed with the City Clerk, signed, with the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument. The arguments shall be accompanied by the Form of Statement To Be Filed By Author(s) of Argument.

SECTION 2. That the City Council directs the City Clerk to transmit a copy of the measure to the city attorney unless the organization or salaries of the office of the city attorney are affected.

a. The city attorney shall prepare an impartial analysis of the measure not exceeding 500 words showing the effect of the measure on the existing law and the operation of the measure. If the measure affects the organization or salaries of the office of the city attorney, the city clerk shall prepare the impartial analysis.
b. The analysis shall include a statement indicating whether the measure was placed on the ballot by a petition signed by the requisite number of voters or by the governing body of the city.
c. In the event the entire text of the measure is not printed on the ballot, nor in the voter information portion of the voter information guide, there shall be printed immediately below the impartial analysis, in no less than 10-point type, the following: "The above statement is an impartial analysis of Ordinance or Measure. If you desire a copy of the ordinance or measure, please call the election official's office at 760-355-3334 and a copy will be mailed at no cost to you."

d. The impartial analysis shall be filed by the date set by the City Clerk for the filing of primary arguments.

SECTION 3. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of January, 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Mayor

ATTEST:

_____
City Clerk

RESOLUTION NO. 2022-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, PROVIDING FOR THE FILING OF REBUTTAL ARGUMENTS FOR CITY MEASURES SUBMITTED AT MUNICIPAL ELECTIONS

WHEREAS, Section 9282 of the Elections Code of the State of California provides for written arguments to be filed in favor of or against city measures not to exceed 300 words in length; and

WHEREAS, Section 9285 of the Elections Code of the State of California authorizes the City Council, by majority vote, to adopt provisions to provide for the filing of rebuttal arguments for city measures submitted at municipal elections.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to Section 9285 of the Elections Code of the State of California, when the elections official has selected the arguments for and against the measure (not exceed 300 words each) which will be printed and distributed to the voters, the elections official shall send a copy of the argument in favor of the proposition to the authors of any argument against the measure and a copy of an argument against the measure to the authors of any argument in favor of the measure immediately upon receiving the arguments.

The author or a majority of the authors of any argument relating to a city measure may prepare and submit a rebuttal argument not exceeding 250 words or may authorize in writing any other person or persons to prepare, submit, or sign the rebuttal argument.

A rebuttal argument may not be signed by more than five authors.

The rebuttal arguments shall be filed with the City Clerk, signed, with the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers, not more than 10 days after the final date for filing direct arguments. The rebuttal arguments shall be accompanied by the Form of Statement To Be Filed By Author(s) of Argument. Rebuttal arguments shall be printed in the same manner as the direct arguments. Each rebuttal argument shall immediately follow the direct argument which it seeks to rebut.

SECTION 2. That all previous resolutions providing for the filing of rebuttal arguments for city measures are repealed.

SECTION 3. That the provisions of Section 1 shall apply only to the election to be held on June 7, 2022 and shall then be repealed.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of January, 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Mayor

ATTEST:

_____
City Clerk

Agenda Item No. F-3

DATE SUBMITTED	1/14/2022	COUNCIL ACTION	(X)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	ACM	RESOLUTION	(**X**)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	1/19/2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	KM

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: RURAL RECREATION AND TOURISM PROGRAM GRANT APPLICATION(S)

1. APPROVAL OF RESOLUTION 2022-12 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE STATE OF CALIFORNIA UNDER THE RURAL RECREATION AND TOURISM PROGRAM FOR THE TOWNSITE PARK PROJECT; AND
2. APPROVAL OF RESOLUTION 2022-13 OF THE CITY COUNCIL OF THE CITY OF IMPERIAL AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE STATE OF CALIFORNIA UNDER THE RURAL RECREATION AND TOURISM PROGRAM FOR THE SR 86 IMPROVEMENT PROJECT.

DEPARTMENT INVOLVED: City Manager's Office

BACKGROUND/SUMMARY:

Staff is requesting the City Councils review and consideration of the two resolutions authorizing the grant applications under the Rural Recreation and Tourism Program to the State of California Parks Office. Staff intends to apply for the Engineering Design and Phase 1 construction of the Townsite Park Project. As well as, the SR 86 Improvement Project for multiuse trails and bikeways. There is no limit on the amount of applications one entity can submit. It is staff's intent with Council's authorization to submit two projects, both for the full $3 million-dollar cap. Please see the attached guide for further information.

FISCAL IMPACT: $3 million dollars in (revenue) grant funds.	ADMIN SERV INITIALS
STAFF RECOMMENDATION: It is staff's recommendation for the Council to review and authorize staff to submit both applications for the State's consideration.	DEPT. INITIALS
MANAGER'S RECOMMENDATION: Agrees with staff's recommendation.	CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

RESOLUTION NO. 2022-12

RESOLUTION OF THE CITY COUNCIL OF CITY OF IMPERIAL, CALIFORNIA APPROVING THE APPLICATION FOR RURAL RECREATION AND TOURISM PROGRAM GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Rural Recreation and Tourism Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA HEREBY:

APPROVES THE FILING OF AN APPLICATION FOR THE **TOWNSITE PARK PROJECT**; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and

2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and

3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and

4. Delegates the authority to City Manager, Assistant City Manager, and Parks Director to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and

5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of January, 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Geoff Dale, Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2022-13

RESOLUTION OF THE CITY COUNCIL OF CITY OF IMPERIAL, CALIFORNIA APPROVING THE APPLICATION FOR RURAL RECREATION AND TOURISM PROGRAM GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Rural Recreation and Tourism Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA HEREBY:

APPROVES THE FILING OF AN APPLICATION FOR THE **SR 86 IMPROVEMENT PROJECT**; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and

2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and

3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and

4. Delegates the authority to City Manager, Assistant City Manager, and Parks Director to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and

5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of January, 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Geoff Dale, Mayor

ATTEST:

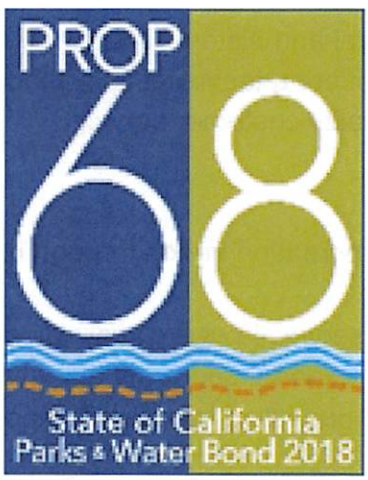
_____
City Clerk

Final Application Guide

for the

California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018

Rural Recreation & Tourism Program (RRT)





California Department of Parks and Recreation
Office of Grants and Local Services

www.parks.ca.gov/rrt

State of California Department of Parks and Recreation

Office of Grants and Local Services

DEPARTMENT MISSION

The mission of the California Department of Parks and Recreation (DPR) is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

COMMUNITY ENGAGEMENT DIVISION MISSION

Encouraging healthy communities by connecting people to parks, supporting innovative recreational opportunities, embracing diversity, fostering inclusivity, and delivering superior customer service, with integrity for the enrichment of all.

THE OFFICE OF GRANTS AND LOCAL SERVICES (OGALS) MISSION

To address California's diverse recreational, cultural and historical resource needs by developing grant programs, administering funds, offering technical assistance, building partnerships, and providing leadership through quality customer service.

OGALS VISION GOALS

- Proactive in meeting California's park and recreation needs through innovative grant programs and customer service.
- Commitment to providing quality customer service in every interaction and transaction as honest, knowledgeable, and experienced grant administrators.
- Sensitive to local concerns while mindful of prevailing laws, rules, and regulations.
- Responsive to the needs of applicants, grantees, non-profit organizations, local governments, tribes, and legislative members, as partners working to improve the quality of life for all Californians by creating new parks and recreation opportunities.

Welcome to the Rural Recreation and Tourism Program (RRT)

FOREWORD

Since 1965, statewide grants administered by OGALS created and improved over 7,400 parks. We look forward to continuing this legacy with grantees to improve the quality of life for communities throughout California.

Recreational facilities funded by this program will support the health and wellness of Californians. Building successful recreational facilities is a work of art. These facilities will become distinctive destinations for surrounding communities. RRT embraces meaningful engagement with local residents and partners where designs represent each region's unique recreation needs and creativity.

APPLICATION GUIDE

Use these guidelines to plan and submit the grant application. The RRT Team is committed to give technical assistance, taking pride in being approachable and informative. Contact information and program updates are at parks.ca.gov/rrt.

Street Address for Overnight Mail:

Calif. Dept. of Parks and Recreation

Office of Grants and Local Services

1416 Ninth Street, Room 918

Sacramento, CA 95814

Mailing Address:

Calif. Dept. of Parks and Recreation

Office of Grants and Local Services

P.O. Box 942896

Sacramento, CA 94296-0001

MAIN LINE: (916) 653-7423

PROGRAM WEBSITES: parks.ca.gov/rrt | parksforcalifornia.org/communities

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Words and terms in SMALL CAPS are defined in the back of this guide.

I. PROGRAM OVERVIEW

INTENT

Rural Recreation and Tourism Program (RRT) competitive grants will create NEW RECREATION FEATURES in support of economic, tourism, and HEALTH related goals.

Competitive projects will improve the HEALTH of RESIDENTS and attract out of town VISITORS.

To qualify as RURAL, the PROJECT SITE must meet these thresholds:

1. Be in a county with a population below 500,000 people, and, in a city/town/census designated place that has a population below 50,000 people.

OR

2. Be in a county with a population below 500,000 people, and, in a city/town/census designated place that has a population below 80,000 people, provided that the county below 500,000 people has adopted State planning priorities pursuant to Government Code Section 65041.1. The applicant shall include in the RRT application a letter or other documentation from the County's Planning Agency confirming the county has adopted one or more State planning priorities found in Government Code Section 65041.1 to limit sprawl, protect environmental and agricultural resources, and encourages efficient infill development patterns within incorporated city limits.

Ineligible project sites are any of the following:
A) All projects in counties with populations above 500,000 people, regardless of city population.

AND

B) Projects in a city/town/census designated place that has a population above 50,000 people, even if the county population is below 500,000 people. For the exception, see 2 above.

FUNDING

- $23,125,000 is available.
- Use this Guide to submit RRT APPLICATIONS.
- This program is established in Public Resources Code §80090(a)-(b).

ELIGIBLE APPLICANTS

- Cities
- Counties
- DISTRICTS (per Public Resources Code §80090(a) and defined on page 66)

TYPES OF PROJECTS

A PROJECT must involve either DEVELOPMENT or a combination of ACQUISITION and DEVELOPMENT to create a NEW RECREATION FEATURE(S).

While RENOVATION may be included, APPLICATIONS will be more competitive if a majority of the TOTAL PROJECT COST creates a NEW RECREATION FEATURE(S).

All PROJECTS must create or RENOVATE at least one RECREATION FEATURE. NEW RECREATION FEATURE(S) can be either outdoor or indoor. Examples of outdoor and indoor RECREATION FEATURES include *but are not limited to* the following:

RECREATION FEATURES (eligible examples)

- ACQUISITION of land:
  - Combined with DEVELOPMENT of a NEW RECREATION FEATURE.
    OR
  - Already has a RECREATION FEATURE for public use at close of escrow. For EXPANSIONS, this may include acquiring adjacent land to protect viewsheds or create new access.
- Aquatic center, swimming pool, splash pad, fishing pier or paddling launch site
- Amphitheater/performing arts dance, music, and theater stage
- Regional Sports Complex
  - Athletic fields (soccer regulation or "futbol-rapido", baseball, softball, football)
  - Athletic courts (basketball, "futsal", tennis, pickleball, etc.)
- Year around complexes
  - Winter recreation features: skiing, snowboarding, snowshoeing, etc.
  - Summer recreation features: hiking, mountain biking, equestrian, etc.
- Visitor, interpretive, cultural, historical structures
- Wildlife viewing structure or shade structure/COVERED PARK area
- Non-motorized trail, Equestrian trail, bikeways, pedestrian/bicycle bridge
- Botanical or demonstration gardens and orchards
- Recreation center/gymnasium
- Dog park
- Jogging and walking loop, par course, running track
- Gym exercise equipment (stations fixed into ground) or outdoor exercise equipment
- Disc Golf
- Open space and natural area for public recreation use
- Campground (developed or primitive campsites)
- Picnic/Bar-B-Que areas
- Playground and tot lot

- Plaza, zocalo, gazebo
- Public art (mosaic tiles, sculptures, murals)
- Skate park, skating, roller blading, or ice rink, and BMX or pump track (non-motorized bike tracks)
- Lighting to allow for extended nighttime use of an existing RECREATION FEATURE is considered a RENOVATION.

MAJOR SUPPORT AMENITIES (eligible examples)

A PROJECT may also include MAJOR SUPPORT AMENITIES such as:

- Restroom building, snack shack
- Parking lot, staging area, pathway for access to a RECREATION FEATURE
- Landscaping or lighting that will be constructed throughout the PROJECT SITE

As a reminder, APPLICATIONS will be more competitive if the majority of the TOTAL PROJECT COST creates a NEW RECREATION FEATURE(S).

APPLICATIONS only for MAJOR SUPPORT AMENITIES are ineligible; a project must create or RENOVATE at least one RECREATION FEATURE.

GRANT AMOUNT PER APPLICATION

- Maximum grant request per APPLICATION/PROJECT SITE: $3,000,000
- Minimum grant request per APPLICATION/PROJECT SITE: $200,000

One PROJECT SITE = One Application:
Each PROJECT SITE requires its own, separate APPLICATION. Only one APPLICATION, requesting up to $3 million, may be submitted for the same PROJECT SITE.

Multiple PROJECT SITES = Multiple Applications:
An APPLICANT may submit multiple APPLICATIONS for different PROJECT SITES. An APPLICANT can potentially receive multiple GRANT awards that total more than $3 million. There is no limit to the number of grant awards an APPLICANT may receive.

No MATCH is required if:
The PROJECT SITE'S area has a median household income of $56,982 or less according to the Community FactFinder. *The GRANT by itself may fund the entire PROJECT.

MATCH is required if:
The PROJECT SITE'S area has a median household income above $56,982 according to the Community FactFinder. *If the median household income is above $56,982, the GRANT can fund up to 80% of the TOTAL PROJECT COST. MATCH is at least (no less than) 20% of the TOTAL PROJECT COST.

* See page 15 and 55 about using the Community FactFinder for the project area's median household income.

AMOUNT AVAILABLE

$23,125,000 will be awarded through one ROUND of Proposition 68 funding.

The GRANT PERFORMANCE PERIOD is July 1, 2020 - June 30, 2025.

APPLICATION DEADLINE

The APPLICATION deadline will be announced at parks.ca.gov/rrt.

APPLICATION PROCESS

1. Review the "Competitive Chart" at parks.ca.gov/rrt.
    - The "Competitive Chart" is an important technical assistance tool that outlines what needs to be prioritized and considered for a competitive RRT APPLICATION.
2. Review this guide to understand the competitive APPLICATION requirements in more detail.
3. Participate in the extensive technical assistance methods such as APPLICATION workshops and contacting OGALS RRT experts. See page 54 for a complete list.
4. Review the GRANT ADMINISTRATION GUIDE, including CONTRACT provisions, to understand the requirements if the competitive APPLICATION is selected for funding.
5. Submit the APPLICATION to OGALS online by the application deadline announced at parks.ca.gov/rrt. APPLICATION submittal instructions are found on page 10.
6. As another form of technical assistance, APPLICANTS may be advised to correct or complete documents after the APPLICATION is submitted.
    - Exception: Project Selection Criteria (pages 14– 30) responses must be complete by the APPLICATION deadline. Revisions will not be accepted.
7. The competitive APPLICATION(S) will be evaluated and ranked based on Project Selection Criteria responses. GRANT award decisions will be announced approximately five months after the application deadline. APPLICANTS will receive either a GRANT award or GRANT denial letter.

GRANT ADMINISTRATION PROCESS AND PERFORMANCE PERIOD

1. APPLICANTS who receive a grant award letter from OGALS must attend a mandatory grant administration workshop.
2. After the mandatory workshop, OGALS will send a CONTRACT to the APPLICANTS.
3. After a signed CONTRACT is returned and signed by the State, the APPLICANT becomes a GRANTEE. The GRANTEE will receive a deed restriction/grant notice to record on the title to the property if the GRANTEE owns the land. The deed restriction/grant notice refers to the CONTRACT that requires GRANTEES to ensure operation and maintenance of the PROJECT SITE for 30 years.
4. The GRANT PERFORMANCE PERIOD starts with the APPROPRIATION DATE. If the grant is awarded, PRE-CONSTRUCTION COSTS dating back to the APPROPRIATION DATE may be reimbursed.
5. PROJECT COMPLETION is at least three months before the end of the GRANT PERFORMANCE PERIOD.
6. Send the final payment request to OGALS at least three months before the end of the GRANT PERFORMANCE PERIOD. This gives time for OGALS to review the payment documents, conduct a final site inspection, and process the final payment through the State Controller's Office.
7. The CONTRACT requires GRANTEES to ensure operation and maintenance of the PROJECT SITE for 30 years. The 30-year period begins with the APPROPRIATION DATE.

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II. Application Package

This section (pages 10 to 49) provides detailed guidance to complete the APPLICATION.

As a reminder, each PROJECT SITE requires its own separate APPLICATION.

Please follow these instructions to prepare the APPLICATION.

1. **Use the Application Checklist on the next page to organize the APPLICATION.**
   - Checklist items 1-13 are required for all APPLICATIONS.
   - Checklist item 14 is required for APPLICANTS who choose to follow the CONSERVATION CORPS Consultation Process.
   - The Project Selection Criteria (Checklist item 2) is required by the APPLICATION deadline. If other Checklist items are pending, submit a placeholder that describes the next steps along with a date for completing the item.
   - **Send only the items requested in the Checklist.** Do not send supplementary materials, such as PowerPoint presentations or letters of support.

2. **Instructions for online paperless submittals will be posted when the application deadline is announced at** parks.ca.gov/rrt.

   Paper copies will not be requested. Original "wet" signatures are not required. However, please keep at least one copy of all application documents for your records.

The APPLICATION must be submitted online by the APPLICATION due date announced at parks.ca.gov/rrt.

APPLICATION CHECKLIST

Use the checklist below to organize the APPLICATION. Directions and forms for each Checklist item can be found on the page number listed below.

APPLICATION Item ☑		Application Guide Page Number	Signed by Authorized Representative
☐	1. Application Form	Pg. 12	☐
☐	2. Project Selection Criteria – Required at deadline	Pg. 14	N/A
☐	3. Community FactFinder Report and Handbook Form	Pg. 31	☐
☐	4. Resolution	Pg. 33	N/A
☐	5. Grant Scope/Cost Estimate Form	Pg. 35	☐
☐	6. Funding Sources Form	Pg. 38	☐
☐	7. Project Timeline Form	Pg. 40	☐
☐	8. Applicant Capacity	Pg. 43	N/A
☐	9. California Environmental Quality Act (CEQA) Compliance Form	Pg. 44	☐
☐	10. Project Site Ownership, Acquisition, or Lease	Pg. 46	N/A
☐	11. Concept Level Site Plan	Pg. 47	N/A
☐	12. Photos and Copyright License Agreement	Pg. 47	N/A
☐	13. Project Location Map	Pg. 49	N/A
☐	14. CONSERVATION CORPS Consultation Review (optional)	Pg. 49	N/A

PROJECT APPLICATION FORM (CHECKLIST #1)

A "fillable" APPLICATION Form is available at parks.ca.gov/rrt.

For the "Project Site Name and Physical Address", if a physical address is not available, please provide the latitude and longitude coordinates according to Google maps.

Amounts to list on the Form in the top right corner:

- If the GRANT by itself funds the TOTAL PROJECT COST, place a "$0" on the "Other Funding Sources" line.

OR

- If applicable, identify the amount of Other Funding Sources. See the definition of COMMITTED FUNDS.

- MATCH is required only if the PROJECT SITE'S area has a median household income above $56,982 according to the Community FactFinder. If the median household income is above $56,982, the GRANT can fund up to 80% of the TOTAL PROJECT COST. MATCH is at least (no less than) 20% of the TOTAL PROJECT COST.

Make sure that all dollar amounts are consistent with the Grant Scope/Cost Estimate Form and Funding Sources Form.

People to list on the Form:

- The "AUTHORIZED REPRESENTATIVE" is the position that signs all forms in the APPLICATION packet.
- The "Application Contact" is the day-to-day administrator who can answer detailed questions about the PROJECT and documents in the APPLICATION.
- The "Grant Contact" will be the lead contact for GRANT administration if it is selected for funding. The "Application" and "Grant" contact may be the same person.

The AUTHORIZED REPRESENTATIVE will certify on this form that the information contained in the APPLICATION packet is accurate.

State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION
Rural Recreation and Tourism - Proposition 68

PROJECT APPLICATION FORM

PROJECT NAME	
REQUESTED GRANT AMOUNT $_____ MATCH (If required) $_____ OTHER FUNDING SOURCES $_____ TOTAL PROJECT COST $_____	
PROJECT SITE NAME and PHYSICAL ADDRESS where project is located (including zip code)	PROJECT SITE OWNERSHIP (☑ all that apply) ☐ Owned in fee simple by APPLICANT ☐ Proposed Acquisition of ____ acres ☐ Available (or will be available) under a _____year lease or easement ☐ TURN-KEY Project
NEAREST CROSS STREETS	
COUNTY OF PROJECT LOCATION	
APPLICANT NAME (entity applying for the grant) **and** MAILING ADDRESS	
AUTHORIZED REPRESENTATIVE as shown in Resolution _____ Name *(typed or printed)* and Title Email address Phone	
APPLICATION CONTACT _____ Name *(typed or printed)* and Title Email address Phone	
GRANT CONTACT For administration of grant if awarded *(if different from* AUTHORIZED REPRESENTATIVE*)* _____ Name *(typed or printed)* and Title Email address Phone	
GRANT SCOPE I represent and warrant that this APPLICATION describes the intended use of the requested GRANT to complete the items listed in the attached Grant Scope/Cost Estimate Form. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this APPLICATION, including required attachments, is accurate. _____ _____ Signature of AUTHORIZED REPRESENTATIVE as shown in Resolution Date Print Name _____ Title _____	

PROJECT SELECTION CRITERIA (CHECKLIST #2)

OVERVIEW

Structure your response to follow the same numbered and lettered order of the Project Selection Criteria. A template to structure the response titled "Outline for Project Selection Criteria Response" is available at parks.ca.gov/rrt

The Project Selection Criteria are used to rank all statewide APPLICATIONS.

APPLICANTS are encouraged to conceptualize a new project based on the Project Selection Criteria. Technical Assistance tips are included starting on page 54.

The maximum score is 100 points.

- All competing APPLICATIONS start with 0 points.
- Points are gained through the Project Selection Criteria.

PROJECT SELECTION CRITERIA		MAX POINT VALUE
PROJECT LOCATION AND SIGNIFICANCE		
1.	Median Household Income and Low Population Density	15
2.	Residents Health and Significant Visitor Attraction	15
3.	New Recreation Feature(s)	15
COMMUNITY ENGAGEMENT		
4.	Design Input	15
5.	Employment or Volunteer Opportunities	6
6.	Partnerships or Committed Funding	3
OPERATION AND MAINTENANCE CONSIDERATIONS		
7.	Environmental Design	7
8.	Public Use Fees and Hours of Operation	10
CHALLENGES, BENEFITS AND READINESS		
9.	Community Challenges and Project Readiness	14
MAXIMUM SCORE		**100**

PROJECT SELECTION CRITERION #1 – MEDIAN HOUSEHOLD INCOME AND LOW POPULATION DENSITY

Technical assistance is available on page 55.

Proposition 68 (2018 Bond Act) §80008(a)(1) requires that at least $4,625,000 of the $23,125,000 of grant awards are allocated to projects in severely disadvantaged communities with a median household income below $42,737 (60% of the statewide average).

The RRT also requires a MATCH if the PROJECT SITE'S area has a median household income above $56,982.

Use the California State Parks Community FactFinder at ParksforCalifornia.org/communities to provide the Median Household Income of any point within the PROJECT SITE'S boundary. When creating the Community FactFinder report, locate the push pin on, or within, the PROJECT SITE'S boundary.

What is the Median Household Income and population on, or within, the boundary of the PROJECT SITE according to the Community FactFinder Report?

Use this chart format to structure the response:

Median Household Income according to the FactFinder report	**Population according to the FactFinder report**	**FactFinder Report ID Number** (found on the top right corner of the report)

POINTS *10 points will be awarded to PROJECTS located in severely disadvantaged communities.*	
	Points
The median household income is $42,737 or below.	10
The median household Income is $42,738 to $56,982.	5
The median household Income is $56,983 or higher.	2

POINTS *5 points will be awarded to PROJECTS with a LOW POPULATION DENSITY below 5,000 residents according to the Community FactFinder Report.*	
	Points
Population is below 5,000 residents according to the Community FactFinder Report.	5
Population is between 5,000 and 9,000 residents.	1
Population is above 9,000 residents or more.	0

A community's challenges beyond the median household income can be further explained in Criterion 9(A) on page 29.

PROJECT SELECTION CRITERION #2 – RESIDENTS HEALTH AND SIGNIFICANT VISITOR ATTRACTION

Technical assistance is available on page 55.

A. How will the PROJECT benefit the RESIDENTS' HEALTH and quality of life for youth, seniors, and families by improving physical activity, cultural enrichment, environmental education, and advancing solutions to prevent displacement?

Use this format to structure the response.

HEALTH and quality of life conditions	How the PROJECT will benefit the HEALTH and quality of life for RESIDENTS including youth, seniors, and families.
Physical Activity	
Cultural Enrichment	
Environmental Education	
Economic Gain	
Advancing solutions to prevent displacement of RESIDENTS, if applicable. See page 63 and respond to a bullet point	

B. Describe why the PROJECT SITE will become a popular destination for out of town VISITORS if this grant is awarded. Use the following chart format to list each proposed RECREATION FEATURE. In the right column, explain why it will help make the PROJECT SITE a DISTINCTIVE attraction to strengthen the local economy.

Use this chart format to structure the response:

Identify and describe each proposed RECREATION FEATURE	Why will the RECREATION FEATURE attract VISITORS to a significant natural/scenic, historic, or athletic recreation destination that will help make the PROJECT SITE a unique or universally recognized resource in the county?

POINTS *15 points will be awarded to PROJECTS that will create a DISTINCTIVE, high-demand recreational resource to benefit the RURAL area's local economy that also provides significant HEALTH benefits for RESIDENTS.*	
	Points
The PROJECT will provide significant physical activity, cultural enrichment, environmental education, economic gain, and HEALTH benefits for RESIDENTS AND The PROJECT will be a significant VISITOR attraction to strengthen the local economy compared to other statewide applications.	15-11
The PROJECT will provide average physical activity, cultural enrichment, environmental education, economic gain, and HEALTH benefits for RESIDENTS. OR The PROJECT will provide an average VISITOR attraction to strengthen the local economy compared to other statewide applications	10-6
The PROJECT will provide minimal physical activity, cultural enrichment, environmental education, economic gain, and HEALTH benefits for RESIDENTS. OR The PROJECT will provide a minimal VISITOR attraction to strengthen the local economy compared to other statewide applications.	5-1
No information provided.	0

PROJECT SELECTION CRITERION #3 – NEW RECREATION FEATURE(S)

Technical assistance is available on page 57.

Use the following format to explain if the majority of the PROJECT will create NEW RECREATION FEATURES:

TYPE OF PROJECT **(check each of the following as applicable)**	QUALIFIERS **(respond to each of the following applicable questions consistent with the items listed on the Grant Scope/Estimate Form)**
□ NEW RECREATION FEATURE(S)	List each NEW RECREATION FEATURE that will be created through the PROJECT and answer the following: A) What is the total cost of the NEW RECREATION FEATURE(S)?
□ RENOVATE existing RECREATION FEATURE(S)	List each existing RECREATION FEATURE that will be RENOVATED through the PROJECT and answer the following: B) What is the total RENOVATION cost of the existing RECREATION FEATURE(S)? C) Explain why the RENOVATION of each RECREATION FEATURE is needed to allow for expanded use or to prevent closure of facility(s) within the next three years.
□ MAJOR SUPPORT AMENITY(S)	List each MAJOR SUPPORT AMENITY that will be created or RENOVATED through the PROJECT and answer the following: D) What is the total cost of the MAJOR SUPPORT AMENITIES? E) Is the combined cost of A) plus B) above greater than D)? F) Explain why each proposed MAJOR SUPPORT AMENITY is needed.

POINTS *15 points are given to PROJECTS that create NEW RECREATION FEATURES.*	
	Points
The combined cost of (A) is greater than (B) plus (D). And The PROJECT will create at least one NEW RECREATION FEATURE that currently does not exist. And The list of RECREATION FEATURES and MAJOR SUPPORT AMENITIES and costs are consistent with what is listed on the Grant Scope/Cost Estimate Form.	15
The combined cost of (B) and (D) is greater than (A). And At least one NEW RECREATION FEATURE is being created. And The RENOVATION of the existing RECREATION FEATURE(S) OR MAJOR SUPPORT AMENITIES is needed to allow for expanded use or prevent the facility from being closed within the next three years. And The list of RECREATION FEATURES and MAJOR SUPPORT AMENITIES and costs are consistent with what is listed on the Grant Scope/Cost Estimate Form.	10
The same as the 10-point rubric above with one exception: Each proposed RENOVATION of a RECREATION FEATURE is not a high priority. It is not clear that the RENOVATION of the existing RECREATION FEATURE(S) or MAJOR SUPPORT AMENITY(S) is needed to allow for expanded use or prevent the facility from being closed within the next three years.	5
PROJECT does not create a NEW RECREATION FEATURE or RENOVATE an existing RECREATION FEATURE.	Ineligible

A) Total cost of the NEW RECREATION FEATURES

B) Total RENOVATION cost of the existing RECREATION FEATURES

D) Total cost of the MAJOR SUPPORT AMENITIES

PROJECT SELECTION CRITERION #4 - DESIGN INPUT

Technical assistance is available on page 57.

Describe how the APPLICANT or partnering regional or community-based organization(s) made efforts to include DESIGN ideas from MEETINGS, or other engagement techniques, with the general public and individuals with tourism knowledge.

DESIGN ideas can include:

- Detailed design ideas of RECREATION FEATURES.
- Where certain RECREATION FEATURES or MAJOR SUPPORT AMENITIES should be located within the PROJECT SITE.
- Public art, kiosks, panels, and themes to establish a sense of place by celebrating the history, culture, environment, or notable people tied to the site or surrounding region.
- Safe public use, signage, landscaping and ideas to make the PROJECT SITE a DISTINCTIVE regional destination.

Use the chart format below to structure the response.

Engagement Method (surveys, in-person public meetings, virtual public meetings, etc.). Include locations, dates, and addresses of the MEETINGS.	**Describe the BROAD REPRESENTATION and number of participants** that were included in the design input process (youth, seniors, working adults, etc.).	**How were participants encouraged to provide their design ideas?**	**List specific approved design ideas** that originated from this method and will be included in the final project.

POINTS *15 points will be given for engagement methods encouraging a BROAD REPRESENTATION of participants that resulted in ideas that will be included in the project.*	
	Points
At least two engagement methods to ask for public DESIGN ideas were used such as in-person meetings, virtual meetings, or surveys between June 5, 2018 and the DATE OF APPROPRIATION.	Yes = 5 No = 0
The combined engagement methods included a BROAD REPRESENTATION of participants.	Yes = 5 No = 0
The response describes how participants were encouraged to provide DESIGN ideas. AND The response lists specific DESIGN ideas that originated from participants that will be included in the final project.	Yes = 5 No = 0

PROJECT SELECTION CRITERION #5 - EMPLOYMENT OR VOLUNTEER OPPORTUNITIES

Technical assistance is available on page 58.

Respond to A below to describe how the PROJECT will provide workforce education and training (employment or volunteer), contractor, or job opportunities for RESIDENTS who live in a disadvantaged community (median household income of $56,982 or less). This may include CONSERVATION CORPS involvement.

Respond to B below to describe how the applicant followed the CONSERVATION CORPS consultation process.

A. What recruitment strategy will be used to target RESIDENTS in disadvantaged community(s)? What types of meaningful employment or volunteer activities will be available for RESIDENTS from June 5, 2018 during the construction period. (see examples on page 58)

Use the following chart format to describe each opportunity:

Describe the recruitment strategy for targeting RESIDENTS in disadvantaged community(s). Provide address (school, job training center, etc.) that will be targeted to provide volunteer or employment opportunities.	Brief description of the employment or volunteer opportunity.	Number of RESIDENTS

POINTS *3 points will be given to a PROJECT that includes a recruitment strategy for targeting RESIDENTS from disadvantaged community(s) which will result in employment or volunteer opportunities for at least twenty RESIDENTS.*

	Points
At least twenty RESIDENTS combined will receive employment or volunteer opportunities. The recruitment strategy clearly targets RESIDENTS in a disadvantaged community with a median household income below $56,982.	3
Between 10 to 19 RESIDENTS combined will receive employment or volunteer opportunities. The recruitment strategy clearly targets RESIDENTS in a disadvantaged community with a median household income below $56,982.	2
Between 5 to 9 RESIDENTS combined will receive employment or volunteer opportunities. The recruitment strategy clearly targets RESIDENTS in a disadvantaged community with a median household income below $56,982.	1
The PROJECT will not provide employment or volunteer opportunities for at least five RESIDENTS of a disadvantaged community with a median household income below $56,982, or a clear recruitment strategy was not provided in the response.	0

PROJECT SELECTION CRITERION #5 - EMPLOYMENT OR VOLUNTEER OPPORTUNITIES

In addition to employment or volunteer opportunities for RESIDENTS, to receive 3 points in Part B, APPLICANTS must contact the CONSERVATION CORPS to discuss the feasibility of using their services.

B. Citing the Corps Consultation Review Document, what was the outcome of the Corps Consultation Process? (see Checklist Item #14, page 49)

- If it is feasible for a CONSERVATION CORPS to work on a PROJECT component, list the agreed services and costs for work (calculated by the estimated hours of the crew members). Confirm an understanding between the APPLICANT and CONSERVATION CORPS about the agreed scope of work should the GRANT be awarded.
- If the CONSERVATION CORPS offered services but the APPLICANT declines, provide a reason for not using any of their services.

Use the following chart format to cite the outcome of the Corps Consultation Review Process (Checklist Item #14).

Is it feasible for the Corps to work on a project component?	If yes, list the agreed upon services to be performed by the Corps.	If yes, list the estimated cost for agreed scope of work.	If Corps offered services, but applicant declined, provide a reason.
No ☐ Yes ☐			

POINTS *3 points will be given to PROJECTS that will include employment of CONSERVATION CORPS, or the CONSERVATION CORPS determined it is not feasible to work on the PROJECT.*

	Points
The Corps Consultation Process was followed. The CONSERVATION CORPS determined it is feasible to work on the PROJECT should the grant be awarded. A description of the agreed services and cost estimate is provided in the response. Or The Corps Consultation Process was followed. The CONSERVATION CORPS determined it is not feasible to work on the PROJECT.	3
The Corps Consultation Process was not followed. Or The Corps Consultation Process was followed. The CONSERVATION CORPS determined it is feasible to work on the PROJECT; however, the APPLICANT declines all aspects of services offered by the CONSERVATION CORPS.	0

PROJECT SELECTION CRITERION #6 – PARTNERSHIPS OR COMMITTED FUNDING

Technical assistance is available on page 59.

For this criterion, PARTNERSHIPS will occur during the DESIGN and construction phases only **beginning with the passage of the Bond Act (June 5, 2018) until PROJECT COMPLETION.** PARTNERSHIPS do not include long-term maintenance, operation, or programming after PROJECT COMPLETION.

Describe the PARTNERSHIP assistance given to the APPLICANT by answering the following:

What are the organization names of the PARTNERS and what are their roles? If no PARTNERS are involved in the PROJECT, but the APPLICANT has COMMITTED FUNDS, write "See Funding Sources Form" in boxes A and B below.

Use this chart format to list and describe each PARTNER in the response:

A. Name and General Purpose of Organization (specify if it is a HEALTH ORGANIZATION).	**B.** Partnership Role specific to this PROJECT such as assisting with community-based planning, contributing volunteer hours or materials, or funding support.

POINTS *The scale below shows that a maximum of 3 points will be given to projects that involve at least three PARTNERSHIPS, including a HEALTH ORGANIZATION.*

	Points
The PROJECT involves three or more PARTNERS, including a HEALTH ORGANIZATION, providing volunteer hours, materials, or funding for DESIGN, PRE-CONSTRUCTION, land ACQUISITION, or CONSTRUCTION.	3
The PROJECT involves two PARTNERS providing volunteer hours, or materials, or funding for DESIGN, PRE-CONSTRUCTION, land ACQUISITION, or CONSTRUCTION.	2
The PROJECT involves one PARTNER. Or, the APPLICANT has no PARTNERS but is contributing its own funding to the PROJECT.	1
The PROJECT involves no PARTNERSHIPS and the APPLICANT has no COMMITTED FUNDS. Or, a response was not provided.	0

APPLICANTS are encouraged to explore PARTNERSHIPS with NON-PROFIT organizations and at least one HEALTH ORGANIZATION.

PROJECT SELECTION CRITERION #7 - ENVIRONMENTAL DESIGN

Technical assistance is available on pages 60 – 61.

Describe how the PROJECT will provide efficient use of water and other natural resources by answering both (A) **and** (B) combined, **or** (C) by itself, to obtain up to 7 points.

A. How will the PROJECT include the following sustainable techniques?

Stormwater

1. Incorporate pervious surfaces or other technique(s) such as bio-swales or grading to capture storm water for infiltration or irrigation, or cleanse storm water relating to parking areas.

Water Efficiency

2. Use of water efficient irrigation system that includes a rain sensor, evapotranspiration (ET) controllers, flow sensors, or on-site water recycling that reduces potable water consumption, or the PROJECT will not require additional use of water.

Recycling

3. At least 10% of the materials for PROJECT construction will consist of recycled materials, or construction waste will be minimized by the separation and recycling of recoverable materials generated during construction.

Landscaping

4. Landscaping that excludes the use of invasive plants (or removes) and instead features drought tolerant or climate appropriate non-invasive native turf, trees, shrubs, plants, and ground cover.

   In addition, discuss how the landscaping minimizes the use of toxic pesticides and inorganic fertilizers.

   Or, the PROJECT will not require additional landscaping.

Use the following chart format to list and describe each Sustainable Technique in response to (A) above.

Sustainable Technique	Description of the Sustainable Technique

POINTS *Up to 4 points will be given to PROJECTS that will include the four sustainable techniques listed in 7(A).*	
	Points
The PROJECT will include all four of the listed techniques.	4
The PROJECT will include three of the listed techniques.	3
The PROJECT will include two of the listed techniques.	2
The PROJECT will include none of the listed techniques.	0

B. How will the PROJECT include the following additional techniques that are not listed in question (A) above?

1. Carbon sequestration tree planting (identify approximately how many trees will be planted). See Greenhouse Gas Emissions Reduction and Carbon Sequestration technical assistance on page 61. If the PROJECT will not include tree planting, include one other energy, water, and natural resource conservation technique.
2. Facilitation of safe and reliable drinking water to park visitors if not yet available. If safe and reliable drinking water is already available for park visitors, include one other energy, water, and natural resource conservation technique.
3. One other energy, water, and/or natural resource conservation technique not already listed in Part A(1-4) or B(1-2).

Use the following chart format to list and describe each Sustainable Technique for B above.

Sustainable Technique	Description of the Sustainable Technique

POINTS *Up to 3 points will be given to PROJECTS with at least three other sustainable techniques for efficient use of energy, water, and other natural resources that were not listed in 7(A).*	
	Points
The PROJECT will include three other energy, water, and natural resource conservation or carbon sequestration techniques not listed in 7(A).	3
The PROJECT will include two other techniques not listed in 7(A).	2
The PROJECT will include one technique not listed in 7(A).	1
The PROJECT will not include additional techniques beyond 7(A).	0

If A and B above is selected, do not respond to this item. This is a 7-point alternative to A and B:

C. Will the PROJECT include SITES or LEED Certification as an alternative to A and B above? If so, provide a plan for achieving either SITES certified landscaping or LEED certified building construction by answering the following questions:

1. What level of SITES certification or LEED certification, or both, will be obtained?
2. What is the current status and next steps timeline for securing the certification?
3. Will the PROJECT incorporate pervious surfaces or other technique(s) such as bio-swales or grading to capture storm water for infiltration or irrigation or cleanse storm water before release?

POINTS *PROJECTS that achieve any level of SITES or LEED Certification, and that capture or clean storm water, will be awarded the maximum of 7 points as an alternate to A and B above.*

	Points
The PROJECT will obtain any level of SITES or LEED Certification and will incorporate pervious surfaces or other technique(s) such as bio-swales or grading to capture storm water for infiltration or irrigation or cleanse storm water before release.	7
The PROJECT will not obtain SITES or LEED Certification.	0

Note: SITES certification is for outdoor PROJECT SITES, while LEED certification is for buildings. See the Technical Assistance on page 61 for more information and web-links for SITES and LEED Certification.

PROJECT SELECTION CRITERION #8 – PUBLIC USE FEES AND HOURS OF OPERATION

Technical assistance, including exceptions to fees counted, is available on page 62.

Describe fees and hours of operation by answering the following:

A. What will be the Monday through Sunday hours of operation during the appropriate season of use for the overall PROJECT SITE to accommodate various needs of youth, seniors, and families?

Use the following chart format to show the overall hours of operation.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

B. Will the Monday through Sunday hours of operation differ for any RECREATION FEATURES listed in the Grant Scope/Cost Estimate Form? If so, please identify the RECREATION FEATURE(S) and their Monday through Sunday hours of operation.

Use the following chart format to show specific hours of operation of grant funded facilities.

Recreation Feature	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.

C. Will the public be charged entrance or membership fees to enter the overall PROJECT SITE? Will entrance, membership, or league/activity fees be charged to use a RECREATION FEATURE that is a majority of the TOTAL PROJECT COST listed in the GRANT SCOPE/Cost Estimate Form? If so, list each fee, identify if the fee is daily, weekly, or monthly, and explain why the fee will not prevent DAILY ACCESS for youth, seniors, and families affected by poverty.

Use the following format to show specific fees of grant funded facilities.

- Entrance Fee:
- Parking Fee:
- Recreation Feature Fee (if feature is more than 50% of the TOTAL PROJECT COST)

POINTS *10 points will be given to projects with weekday and weekend operating hours appropriate for youth, families, seniors, and other population groups, and with reasonable or no entrance or membership fees.*	
Hours of Operation	**Points**
The PROJECT will be open 7 days a week during the appropriate season of use, for at least eight hours per day, such as dawn to dusk, to accommodate the needs of youth, seniors, and families.	5
The PROJECT will be open 7 days a week during the appropriate season of use, from three to less than eight hours per day.	3
The PROJECT will not be open 7 days a week during the appropriate season of use for at least three hours per day or the APPLICANT did not respond to criterion.	Ineligible

Fees	**Points**
The public will not be charged entrance or membership fees to use the PROJECT.	5
The lowest entrance or membership fees for the public calculate to $1 to $5 per day, per person, per visit, which may deter access.	3
The public will be charged fees that will calculate to more than $5 per person, per visit, or the APPLICANT did not respond to the criterion.	0

PROJECT SELECTION CRITERION #9 – COMMUNITY CHALLENGES, AND PROJECT READINESS

Technical assistance is available on page 63.

Provide responses to A below to summarize the PROJECT'S need. This criterion is designed for the APPLICANT to tell the story about the PROJECT need for RESIDENTS including youth, seniors, and families, not yet covered through Project Selection Criteria 1 through 8. For B below, OGALS will determine PROJECt readiness and APPLICANT capacity using information provided in the entire APPLICATION.

A. What challenges are present within the surrounding rural community that contribute to the need for the PROJECT?

Use this chart format to structure the response for each challenge.

Challenges	Description of the Challenge (Tell the story of the area with emphasis on the project site's surrounding community. Statistics are not required.)
HEALTH and quality of life challenges	
Economic challenges	
Lack of out of town VISITORS	
Other challenges	

B. OGALS will use information provided in the entireAPPLICATION, to assess if PROJECT COMPLETION, as well as 30 years of adequate operation and maintenance, appears to be achievable.

No response is needed.

POINTS *14 points will be given to a community that has severe challenges, the PROJECT will provide significant benefits, and the APPLICANT has sufficient capacity to complete the PROJECT.*	
	Points
The community has high challenges compared to other APPLICATIONS. And, Based on the information provided in the entire APPLICATION, PROJECT COMPLETION and 30 years of adequate operation and maintenance for public use appears to be achievable.	14 - 10
The community has average challenges compared to other APPLICATIONS. And, Based on the information provided in the entire APPLICATION, PROJECT COMPLETION and 30 years of adequate operation and maintenance for public use appears to be achievable.	9 - 4
The community has minimal challenges compared to other APPLICATIONS. Or, Based on the information provided in the entire APPLICATION, PROJECT COMPLETION, or 30 years of adequate operation and maintenance for public use, appears to be uncertain or problematic.	3 - 1
No information provided.	0

COMMUNITY FACTFINDER REPORT AND HANDBOOK FORM (CHECKLIST #3)

Provide the following two items:

1. **Community FactFinder Report**. To create a report, use the current FactFinder version at: ParksforCalifornia.org/communities.

   Only one report can be submitted per APPLICATION. The report must be created with the starting point (pin) located in the boundary of the PROJECT SITE. The FactFinder Report will be used for Project Selection Criteria 1, page 15.

2. **Community FactFinder Handbook Form**. This Form will be signed by the AUTHORIZED REPRESENTATIVE. Its purpose is to certify that the report was created with the starting point (pin) located in the boundary of the PROJECT SITE.

   Frequently asked questions with policy responses are included within each step. The FactFinder Handbook is available at parks.ca.gov/rrt.

If the pinpoint is outside the boundary of the PROJECT SITE, OGALS reserves the right to generate a new FactFinder report in the middle of the PROJECT SITE for the purpose of Criteria 1.

State of California – The Natural Resources Agency

DEPARTMENT OF PARKS AND RECREATION

COMMUNITY FACTFINDER HANDBOOK FORM

APPLICANTS will sign this Form after following the FactFinder Handbook available at parks.ca.gov/rrt.

I certify that the Community FactFinder Report that was submitted at the time of APPLICATION met the following requirement:

- ✓ The FactFinder Report was generated with the pin located on or within the boundary of the PROJECT SITE.

I understand if this requirement is not met, OGALS will generate a new report with the pin located in the middle of the PROJECT SITE and will use the data for purposes of Project Selection Criteria 1.

_____ _____

AUTHORIZED REPRESENTATIVE Signature Date

AUTHORIZING RESOLUTION (CHECKLIST #4)

The Authorizing Resolution serves two purposes:

1. It is the means by which the APPLICANT'S Governing Body shows it is aware of all the terms of the CONTRACT. It provides confirmation that the APPLICANT has the funding to complete the proposed PROJECT if the GRANT is awarded.

2. Designates a position title (through Provision 4) to represent the Governing Body on all matters regarding the APPLICATION and PROJECT. The incumbent in this position is referred to as the AUTHORIZED REPRESENTATIVE.

All signatures required in this Application Guide are the signature of the AUTHORIZED REPRESENTATIVE. Submitted documents need not contain "wet" signatures, but the APPLICANT must keep all original signed documents.

The AUTHORIZED REPRESENTATIVE can delegate signatory authority to other individuals (by position title) either in entirety or for particular documents. The delegation process requires the AUTHORIZED REPRESENTATIVE to submit a letter (on letterhead) or email to OGALS delegating authority.

Format

The Authorizing Resolution on the following page may be reformatted; however, the *language provided in the resolution must remain unchanged*. Any changes to the language may require OGALS Legal Office review. The time involved with the legal review process may delay application approval and could affect OGALS ability to fund the PROJECT.

Provision 6

Public Resources Code §80001(b)(8 A-G) requires that public agencies receiving funds from this 2018 Bond Act shall consider a range of actions promoting diversity and inclusion as identified in the "Presidential Memorandum—Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017.

RESOLUTION OF THE (Title of Governing Body/Council, Board of Supervisors/Directors) OF (City, County, or District)
Approving the Application for
RURAL RECREATION AND TOURISM PROGRAM GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Rural Recreation and Tourism Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the (Applicant's Governing Body) hereby:

APPROVES THE FILING OF AN APPLICATION FOR THE (NAME OF PROJECT); AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to (designated position) to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

Approved and adopted the _____day of _____, 20_____

I, the undersigned, hereby certify that the foregoing Resolution Number _____ was duly adopted by the (Applicant's Governing Body) following a roll call vote:

Ayes:

Noes:

Absent:

_____ (Clerk)

GRANT SCOPE/COST ESTIMATE FORM (CHECKLIST #5)

The GRANT SCOPE/Cost Estimate Form on the following pages has two uses:

1. Establishing the GRANT SCOPE.
2. Providing a Cost Estimate for the PROJECT.

1. Establishing the GRANT SCOPE.

This form will be used to establish the expected deliverables for PROJECT COMPLETION paid for by the RRT GRANT plus COMMITTED FUNDS. This form lists what OGALS, auditors, and the public will expect to see in the park by PROJECT COMPLETION. To be eligible for GRANT payment, all RECREATION FEATURES and MAJOR SUPPORT AMENITIES must be included on the GRANT SCOPE/Cost Estimate Form.

Use the form to describe only the RECREATION FEATURES and MAJOR SUPPORT AMENITIES that will be complete for final payment before the end of the GRANT PERFORMANCE PERIOD. Do not include future development phases beyond the GRANT plus COMMITTED FUNDS.

For ACQUISITION and DEVELOPMENT combination PROJECTS, a phase that develops a RECREATION FEATURE on the acquired property must be open to the public before the end of the GRANT PERFORMANCE PERIOD.

Pages 5-6 list examples of RECREATION FEATURES and MAJOR SUPPORT AMENITIES.

Directions for establishing the GRANT SCOPE:

Use the following phrases to describe the type of work for each RECREATION FEATURE and *MAJOR SUPPORT AMENITY:

- "Acquire approximately _____" (provide acreage and associated parcel numbers that will be acquired). See definition of ACQUISITION on page 65.
- "Construct a new _____" (identify the new RECREATION FEATURE or MAJOR SUPPORT AMENITY that does not currently exist). Add "with lighting" if applicable.
- "Renovate a _____" (identify the existing RECREATION FEATURE or MAJOR SUPPORT AMENITY). See definition of RENOVATION on page 68. Add "with new lighting" if applicable.

*The construction, expansion, or renovation of parking lots, restroom buildings, or other non-recreational facilities found in a Project's Application Form and/or Cost Estimate is considered a grant scope deliverable regardless of the estimated cost.

If lighting or landscaping (more than $50,000) will be installed throughout the PROJECT SITE and is not specific to a RECREATION FEATURE or MAJOR SUPPORT AMENITY use these phrases:

- "Construct new lighting throughout the park."
- "Construct new landscaping throughout the park."

Do NOT list MINOR SUPPORT AMENITIES in the Grant Scope/Cost Estimate Form.

MINOR SUPPORT AMENITIES such as signs, benches, tables, drinking fountains, or fixed bike racks and trash receptacles are commonly understood to be associated with a RECREATION FEATURE.

Fold the cost of a MINOR SUPPORT AMENITY into the cost of its related RECREATION FEATURE. For example: The GRANT SCOPE is "construction of a new playground". The GRANTEE will have the flexibility to construct or not construct a MINOR SUPPORT AMENITY for the playground such as a bench, a sign, and a drinking fountain. The costs of a MINOR SUPPORT AMENITY will be accepted as part of the construction of the new playground. The construction of the new playground is the expected GRANT SCOPE deliverable for PROJECT COMPLETION.

2. Providing a Cost Estimate on the Grant Scope/Cost Estimate Form.

See the ELIGIBLE COSTS charts starting on page 50 before creating a cost estimate.

- Provide the concept level estimated cost for each RECREATION FEATURE and MAJOR SUPPORT AMENITY described in the Grant Scope/Cost Estimate Form. The estimated TOTAL PROJECT COST on the Grant Scope/Cost Estimate Form must equal the estimated TOTAL PROJECT COST listed on the Application Form.
- If there is an agreement for CONSERVATION CORPS services (Criterion #5B, pages, 21 and 58), the costs must be built into the lump-sum cost estimate; do not include as a separate line item in the Grant Scope/Cost Estimate Form.
- No more than 25% of the GRANT amount may be spent on PRE-CONSTRUCTION costs.
- OGALS understands that actual costs may change during the course of a PROJECT. In most cases, a revised Grant Scope/Cost Estimate Form is not required when estimated costs fluctuate during the PROJECT. Contingency for costs can be built into the lump-sum cost estimate; do not include as a separate line item in the Grant Scope/Cost Estimate Form. The GRANT ADMINISTRATION GUIDE explains how actual costs are documented and charged to the GRANT.
- As a reminder, for APPLICATION purposes, limit the PROJECT to what can be completed and open to the public at least three months before the end of the GRANT PERFORMANCE PERIOD. TOTAL PROJECT COSTS are costs incurred by the GRANT plus COMMITTED FUNDS only during the GRANT PERFORMANCE PERIOD. Do not include costs for future phases.

Accessibility for individuals with disabilities: Each RECREATION FEATURE and MAJOR SUPPORT AMENITY listed in the GRANT SCOPE, and their related paths of travel from parking lots and roadsides, must be designed to accommodate persons with disabilities per compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. §12101 et.seq.). Account for this when preparing your GRANT SCOPE/Cost Estimate.

GRANT SCOPE/COST ESTIMATE FORM

Follow the directions starting on page 35.

GRANT SCOPE ITEMS **ACQUISITIONS:** List each parcel number, acreage, estimated **DEVELOPMENT:** List each RECREATION FEATURE and MAJOR	ESTIMATED COST
	$
	$
	$
	$
	$
	$
	$
	$
	$
Total Estimated Cost for the RECREATION FEATURES and MAJOR SUPPORT AMENITIES (A)	$
Total Estimated PRE-CONSTRUCTION COST (B)	$
TOTAL PROJECT COST (A+B)	$
Requested GRANT Amount	$
Estimated amount of the GRANT to be charged to PRE-CONSTRUCTION COSTS (cannot exceed 25% of the GRANT)	$

The APPLICANT understands that this form will be used to establish the expected GRANT deliverables; all of the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed on this form must be completed and open to the public before the final GRANT payment will be made. The APPLICANT also understands that no more than 25% of the GRANT amount may be spent on PRE-CONSTRUCTION costs. See the ELIGIBLE COSTS charts starting on page 50 before creating a cost estimate.

AUTHORIZED REPRESENTATIVE Signature _____ Date _____

FUNDING SOURCES FORM (CHECKLIST #6)

- Use the Funding Source Form to identify each funding source by name and amount.
- Note if the source is state, local city or county, federal, or private.
- If the source is a loan, identify the type of loan. Please be mindful of Grant Contract Provision N:

  N. Use of Grant Monies (language below copied from Grant Contract Provisions)

  GRANTEE shall not use any grant funds (including any portion thereof) for the purpose of making any leverage loan, pledge, promissory note or similar financial device or transaction, without: 1) the prior written approval of the STATE; and 2) any financial or legal interests created by any such leverage loan, pledge, promissory note or similar financial device or transaction in the project property shall be completely subordinated to this CONTRACT through a Subordination Agreement provided and approved by the STATE, signed by all parties involved in the transaction, and recorded in the County Records against the fee title of the project property.

- Provide a commitment date for each funding source indicating when it was committed to the PROJECT. All additional funds must be secured within four months of the APPLICATION deadline. See the definition for COMMITTED FUNDS.

- If the funding sources change during the course of the PROJECT, a revised form is required within 30 days.

- The TOTAL PROJECT COST listed at the bottom of this form must equal the estimated TOTAL PROJECT COST listed on the Application Form and at the bottom of the GRANT SCOPE/Cost Estimate Form.

MATCH

As a reminder, MATCH is required only if the PROJECT SITE'S area has a median household income above $56,982 according to the Community FactFinder.

If the median household income is above $56,982, the GRANT can fund up to 80% of the TOTAL PROJECT COST. MATCH is at least (no less than) 20% of the TOTAL PROJECT COST.

FUNDING SOURCES FORM

Funding Source	Date COMMITTED	Amount
Rural Recreation & Tourism Program GRANT Request	TBD	$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
Grand Total All Funding Sources (Estimated TOTAL PROJECT COST)		$

The APPLICANT understands that the PROJECT cannot be funded unless the requested GRANT equals the estimated cost needed to complete the PROJECT, or, the requested GRANT plus the total amount of additional COMMITTED FUNDS equals the estimated cost of the PROJECT. If the GRANT is awarded, there will be no need for additional fundraising. The PROJECT must be completed and open to the public before final GRANT payment is processed. If funding sources change from the time of APPLICATION until PROJECT COMPLETION, the APPLICANT understands this form must be updated within 30 days.

AUTHORIZED REPRESENTATIVE Signature _____ Date _____

PROJECT TIMELINE FORM (CHECKLIST #7)

The purpose of this "Project Timeline" requirement is to encourage APPLICANTS to discuss the PROJECT and create a timeline with each agency that will have approval responsibilities. For example: If another agency is responsible for approving a construction permit, the estimated time period for obtaining the permit, along with the agency's name and a representative's contact information, should be included in the schedule.

- Add any additional task requirements that are necessary to complete the PROJECT.
- For each task, identify the agency contact who reviewed the schedule and agreed that "the estimated time period set aside to complete the task is reasonable, absent any unforeseen circumstances". If an item is already complete with no issues, the right two columns can state "Item Complete".
- Not all tasks in the form are required to be complete by the time of application; however, the form serves as evidence that APPLICANTS are aware of potential time periods for all PROJECT tasks.

Format Notes:

A different format may be used to expand the width of each column, and larger sized paper up to 11x17 may be used. However, the following columns must remain in the same order:

- "Tasks"
- "Start Date Month/Year"
- "End Date Month/Year"
- "Lead Agency...contact information"
- "Notes about potential delays/issues"

As stated in the top left corner of the Form, the list of tasks may be adjusted or reorganized based on each unique PROJECT.

STATE OF CALIFORNIA DEPARTMENT OF PARKS AND RECREATION
PROJECT TIMELINE FORM

TASKS The below list can be adjusted/reorganized with tasks added/removed unique to each PROJECT.	**START DATE** (MM/YY)	**END DATE** (MM/YY)	**LEAD AGENCY** responsible for task and contact information	**NOTES ABOUT ANY POTENTIAL DELAYS/ISSUES**
1. Appraisal and Purchase Agreement (for ACQUISITION)				
2. Close of escrow (for ACQUISITION)				
3. Schematic/concept level design with community-based planning and ADA (Americans with Disabilities Act) considerations				
4. Site risk assessment for possible contaminants and other complications				
5. CEQA OR NEPA (if on federal land) for the construction scope				
6. Engineer cost estimate				
7. Consultation with CONSERVATION CORPS to consider feasibility				
8. Construction Documents (final design includes the community-based planning results)				
9. Construction Permits				
10. Other permits (Note if Department of Toxic Substances Control, Division of the State Architect, US Army Corps of Engineers, or other regulatory permits as				

TASKS The below list can be adjusted/reorganized with tasks added/removed unique to each PROJECT.	**START DATE** (MM/YY)	**END DATE** (MM/YY)	**LEAD AGENCY** responsible for task and contact information	**NOTES ABOUT ANY POTENTIAL DELAYS/ISSUES**
applicable to site, are required)				
11. Construction Bid Package Preparation/start Bid Process				
12. Bid Approval for Construction				
13. Environmental cleanup/remediation				
14. Construction Period				
15. Grand Opening/completed for public use with grant completion package (three months before the end of the GRANT PERFORMANCE PERIOD).				
16. Thirty years of operation and maintenance for public use.				Thirty years beginning with APPROPRIATION DATE

I certify that the above timeline has been created with input from each agency contact listed in the right column above. The agency contacts for each milestone above have reviewed the project concept, including its location and scope, and represent that the time period estimated for the step "*is reasonable absent any unforeseen circumstances.*"

_____ _____

AUTHORIZED REPRESENTATIVE Signature Date

APPLICANT CAPACITY (CHECKLIST #8)

The purpose of this requirement is to evaluate the APPLICANT'S capacity to achieve PROJECT COMPLETION as well as 30 years of adequate operation and maintenance.

OGALS analyzes the APPLICANT'S experience or capacity for PROJECT COMPLETION and long-term operation and maintenance based on the PROJECT'S design as well as previous grant and operational experience. Using this example, if the PROJECT features involve long-term operation and maintenance costs that are low, OGALS may have fewer questions for an APPLICANT with less experience or capacity. If the PROJECT will build higher operation and maintenance cost facilities, and the APPLICANT has less experience or capacity, OGALS may ask additional questions about revenue sources.

OGALS recommends that APPLICANTS consider the projected monthly/annual operation and maintenance costs. These costs include, but are not limited to, water and energy utilities, staffing, repairs, etc. The projected annual cost compared to projected long-term funding sources for operation and maintenance must be considered. Another entity can provide operation and maintenance services. However, the CONTRACT requires the GRANTEE to ensure the PROJECT SITE is operated and maintained and open to the public.

Provide a response to the following:

1. Describe up to three parks or other construction projects completed by the APPLICANT. Include:
   - project address
   - scope of work
   - total project cost
   - funding sources
   - start date, and date of completion
2. Provide an operation and maintenance budget breakdown (chart) showing the monthly and annual total expected cost to operate and maintain this proposed PROJECT (include utilities, routine repairs/upkeep, and staffing costs in the chart).
3. What are the planned funding sources to operate and maintain the proposed PROJECT?
4. Provide the web link for a list of PROJECT SITES and facilities the APPLICANT currently oversees. If a website is not available, please provide the list in this response. OGALS may visit some of the APPLICANT'S PROJECT SITES to review the level of ongoing operation and maintenance.

CEQA COMPLIANCE (CHECKLIST #9)

"CEQA" is the California Environmental Quality Act as stated in the Public Resources Code §21000 et seq.; Title 14 California Code of Regulations §15000 et seq. CEQA law establishes policies and procedures that require entities to identify, disclose to decision makers and the public, and attempt to lessen significant impacts to environmental and historical resources that may occur as a result of an entity's proposed PROJECT. For more information see opr.ca.gov/ceqa/.

The APPLICANT should check with its local city or county planning agency for CEQA compliance information.

Required CEQA documentation:

1. CEQA Compliance Certification Form.
2. Copy of the Notice of Exemption or the Notice of Determination that has been **filed or stamped by the County Clerk.**

Development Only Projects

The CEQA compliance documentation listed above demonstrates project readiness at the time of APPLICATION. If CEQA is not complete at the time of APPLICATION or submitted by the time award recommendations are made, the project may not be considered for funding. OGALS often asks for updates and documents showing progress to determine if the CEQA analysis is near completion.

The CEQA compliance documentation must give environmental clearance for the actual construction of the PROJECT.

Acquisition and Development Combination Projects

For ACQUISITION and DEVELOPMENT combination projects, OGALS recognizes that APPLICANTS often cannot conduct the CEQA analysis for the construction phase until after the property is acquired. In these situations, CEQA compliance at the time of APPLICATION may be for the ACQUISITION phase only. Items 1-2 above are required. CEQA compliance for the PROJECT construction must be complete within six months of escrow closure. Be mindful of the GRANT PERFORMANCE PERIOD that includes completion of both ACQUISITION and DEVELOPMENT phases.

For projects on Federal Land (not required unless it is Federal land)

The APPLICANT should check with the Federal Land Manager for the appropriate NEPA compliance information. Required NEPA documentation:

1. NEPA Categorical Exclusion signed or,
2. Copy of the Finding of No Significant Impact (FONSI) or,
3. Copy of the Record of Decision (ROD)

State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

CEQA Compliance Certification

Grantee: _____

Project Name: _____

Project Address: _____

Is the CEQA analysis complete? ☐ Yes ☐ No

What document was filed, or is expected to be filed for this project's CEQA analysis:

(check one) Date complete/expected to be completed

☐ Notice of Exemption **(attach recorded copy if filed)** _____

☐ Notice of Determination **(attach recorded copy if filed)** _____

If CEQA is complete, and a Notice of Exemption or Notice of Determination was not filed, attach a letter from the Lead Agency explaining why, certifying the project has complied with CEQA and noting the date that the project was approved by the Lead Agency.

Lead Agency Contact Information

Agency Name: _____

Contact Person: _____

Mailing Address: _____

Phone: ( ) _____ Email: _____

Certification

I hereby certify that the above referenced Lead Agency has complied or will comply with the California Environmental Quality Act (CEQA) and that the project is described in adequate and sufficient detail to allow the project's construction or acquisition.

I further certify that the CEQA analysis for this project encompasses all aspects of the work to be completed with grant funds.

AUTHORIZED REPRESENTATIVE (Signature)	Date	AUTHORIZED REPRESENTATIVE (Printed Name and Title)
_____	_____	_____

FOR OGALS USE ONLY		
CEQA Document	**Date Received**	**PO Initials**
☐NOE ☐NOD		

PROJECT SITE OWNERSHIP, ACQUISITION, OR LEASE (CHECKLIST #10)

The purpose of this requirement is to ensure the APPLICANT will have SITE CONTROL that allows for PROJECT COMPLETION. PROJECTS may involve multiple parcels of land. For example: An APPLICANT may own part of the PROJECT SITE, and is proposing to acquire an ADJACENT parcel of land. More than one of the following scenarios may apply. Provide the applicable item(s) below to show how the APPLICANT proposes to have SITE CONTROL over the entire PROJECT SITE:

- The land is already owned by the APPLICANT. **Provide #1 below**.
- The land is not owned by the APPLICANT. The APPLICANT is proposing an ACQUISITION to become the landowner. **Provide #2 below**.
- The land is not owned by the APPLICANT. The APPLICANT will have a lease agreement with the landowner (school district, utility landowners, etc.). **Provide #3 below**.
- The land is not owned by the APPLICANT. The APPLICANT will do a "TURN-KEY" where it completes the PROJECT then transfers Operation and Maintenance requirements to an eligible grant landowner with approval from OGALS. **Provide #4 below**.

---

1. If the PROJECT site is owned in fee simple by the APPLICANT:
   - Provide a copy of the deed, or deed recordation number, or title report, or current county assessor's parcel map showing the APPLICANT owns the land.

2. If the APPLICANT is proposing an ACQUISITION to become the landowner:
   - Provide a county assessor's parcel map showing the parcel(s) to be acquired that match the parcel numbers listed on the Grant Scope/Cost Estimate Form.
   - Provide a letter from the landowner(s) indicating the intent to sell the property subject to grant award. The letter does not need to include legally binding language. Or, provide a document indicating the land is publicly for sale.

ACQUISITION of land from a willing seller is eligible for reimbursement. ACQUISITION costs associated with condemnation or eminent domain are not eligible for reimbursement.

The land's sale price may be up to, but cannot exceed, fair market value. State funds may not be used in part or whole to acquire property above fair market value. If OGALS intends to award the GRANT, and before the GRANT contract will be issued, OGALS will require an appraisal and a written concurrence of the appraisal by an independent third party Certified General (AG) appraiser. brea.ca.gov provides a list of AG appraisers.

The Eligible Costs Chart on page 50 includes appraisals. Appraisal costs incurred during the GRANT PERFORMANCE PERIOD can be reimbursed.

3 and 4. See "Lease Agreement and TURN-KEY Agreements" at parks.ca.gov/rrt.

- These types of agreements are for PROJECTS where the land will not be owned by the APPLICANT. The land must be owned by a public agency or utility and the agreement must be approved by DPR.

CONCEPT LEVEL SITE PLAN (CHECKLIST #11)

- Provide a legible drawing on an 11"x17" sheet of paper showing where the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the Grant Scope/Cost Estimate Form will be located in the park.
- If the GRANT scope includes construction of a building(s):
    - Identify the total square footage of the building and note the function and approximate square footage of each space designated for recreation. For community centers, gymnasiums, and visitor/interpretive centers that are proposed for RRT grant funding, at least 75% of the building's square footage must be designed for recreation and public use. Lobby areas, hallways, meeting rooms, office space, storage, and restrooms do not count as square footage designed for recreation.
    - If more than 25% of the proposed center's square footage will be devoted to non-public recreational space, a different committed funding source must fund the added percentage.
        - Attach an explanation along with the Site Plan.
        - Note this different committed funding percentage on the Funding Sources Form.

PHOTOS AND COPYRIGHT LICENSE AGREEMENT (CHECKLIST #12)

Project Site Photos

1) Provide up to four 8 ½" x 11" sheets with photos of the PROJECT site. Include captions to orientate the reviewer. Please include at least one panoramic photo that captures as much of the PROJECT site as possible with a background point of reference for potential "before and after" photos.

2) Provide one signed Copyright License Agreement (see next page) from the APPLICANT that will cover all photos.

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

COPYRIGHT LICENSE AGREEMENT

COPYRIGHT REGISTRATION NO.

ITEM DESCRIPTION

_____

hereafter called the "Material," a copy of which is attached hereto as Exhibit "A".

I, _____ , am the creator of, and/or have acquired the intellectual property rights to the Material, and hereby warrant that I have the authority to issue this license and to authorize and release the Material for use by the California Department of Parks and Recreation (the "Department") and its designated agents. I understand that the Department wants to use and reuse the Material, as the Department deems appropriate.

I hereby grant to the Department an unrestricted, fully paid up, world wide, irrevocable, perpetual license to use, reproduce, distribute, create derivative works, publicly display and perform the Material, in whole or in part, in any manner, for any purpose and in any medium now known or hereinafter invented. This right includes, but is not limited to, the right to copy, publish, distribute, alter and publicly display the Material for education, interpretation, advertising and other purposes consistent with the mission of the Department.

I understand that I will not receive any money for this license agreement, or for any use described above. I understand that I will retain the copyrights to the Material, but hereby grant an unrestricted license to the Department.

I release and discharge Department from any and all claims and demands arising out of, or in connection with any use of the Material, including but not limited to, any and all claims of libel, moral rights and invasion of privacy, and/or any claims under the Visual Artists Rights Act. I realize that I cannot withdraw my consent after I sign this form and I realize this form is binding on me and my heirs, legal representatives and assigns.

I am at least 18 years of age and have the right, ability and authority to enter this binding license agreement.

AGREED AND ACCEPTED

BY ▷	DATE	BY ▷	DATE
PRINTED NAME OF PERSON SIGNING		PRINTED NAME OF PERSON SIGNING	
ADDRESS		TITLE	DISTRICT/SECTION
CITY/STATE/ZIP CODE		State of California Department of Parks and Recreation	
PHONE NO.	EMAIL	PHONE NO.	EMAIL

DPR 992A (New 3/2003)(Excel 3/28/2003)

PROJECT LOCATION MAP(S) (CHECKLIST #13)

- Provide a map showing highway and street access to the PROJECT. Ensure the PROJECT site is clearly shown on the map.

CONSERVATION CORPS CONSULTATION PROCESS (CHECKLIST #14)

Public Resources Code Section 80016 states "To the extent feasible, a project whose application includes the use of services of the California Conservation Corps or certified community conservation corps, as defined in Section 14507.5, shall be given preference for receipt of a grant under this division."

The California Conservation Corps (CCC) and the California Association of Local Conservation Corps (CALCC) developed this consultation process:

1. Applicants are encouraged to reach out to both the CCC and CALCC as early as possible before the APPLICATION deadline to obtain the required "Proposition 68 Corps Consultation Review Document." The contacts below can provide the document and guidance.
2. Email the "Proposition 68 Corps Consultation Review Document" **to <u>both</u>** the CCC **<u>and</u>** CALCC emails below.
3. After completing their consultation process, provide the signed "Corps Consultation Review Document" and the associated email chain that initiated the consultation.
4. The response to Project Selection Criteria #5.B will also describe the agreed services and cost estimate, if applicable.

Consultation Contacts:

- California Conservation Corps Consultation Email: Prop68@ccc.ca.gov
  Phone: (916) 341-3272
- California Association of Local Conservation Corps Consultation
  Email: Inquiry@Prop68CommunityCorps.org Phone: (916) 426-9170 x4

III. Eligible Costs

This section provides rules and examples of ELIGIBLE COSTS for ACQUISITION and DEVELOPMENT.

ACQUISITION Costs

The following chart provides examples of ELIGIBLE COSTS for ACQUISITION.

ACQUISITION COSTS (Up to 100% of **GRANT** Amount)	EXAMPLES
Purchase price of the property and other activities necessary to complete the ACQUISITION.	• **Appraisals, surveys** • **Preliminary title reports** • **Title insurance fees** • **Escrow fees and purchase price** • **Relocation costs**: costs resulting in displacement of tenants (not willing sellers or GRANTEES) pursuant to Government Code §§7260 – 7277. ◦ If the GRANT is not paying for relocation costs, the GRANTEE must ensure that the willing seller is paying displaced tenants in compliance with Government Code §§7260 – 7277. • **Employee services:** see accounting rules for employee services explained in the GRANT ADMINISTRATION GUIDE. • **PROJECT/GRANT administration and accounting**

DEVELOPMENT Costs

DEVELOPMENT includes PRE-CONSTRUCTION COSTS and CONSTRUCTION COSTS.

PRE-CONSTRUCTION is the phase that includes planning, design, construction documents, and permits necessary before construction can begin. No more than 25% of the GRANT amount may be spent on PRE-CONSTRUCTION COSTS.

For the purpose of the GRANT, PRE-CONSTRUCTION COSTS occur:

- during the planning, design, and permit phase of the PROJECT, before construction can begin, and
- end when ground-breaking construction activities such as site preparation, grading, or gutting begins.

CONSTRUCTION COSTS start when:

- ground-breaking construction activities such as site preparation, grading, or gutting begins after the necessary PRE-CONSTRUCTION phase has concluded.

PRE-CONSTRUCTION AND CONSTRUCTION COSTS

The following charts provide examples of ELIGIBLE COSTS for PRE-CONSTRUCTION and CONSTRUCTION COSTS.

PRE-CONSTRUCTION COSTS (Maximum 25% of GRANT amount)	ELIGIBLE COSTS EXAMPLES
Costs incurred during the planning, design, and permit phase of the PROJECT, before construction begins.	• **Community based planning** MEETINGS**/focus groups/design workshop costs**. May include multi-lingual translation, materials etc. • **Plans, specifications, construction documents, and cost estimates** • **Permits** • **CEQA** • **SITES Certification or LEED Certification** • **Premiums on hazard and liability insurance to cover personnel or property** • **Fidelity bond premium cost** • **Bid packages** • **Employee services**: see accounting rules for employee services explained in the GRANT ADMINISTRATION GUIDE. • **PROJECT/GRANT administration (excluding grant writing) and accounting.**

CONSTRUCTION COSTS (Up to 100% of GRANT Amount)	ELIGIBLE COSTS EXAMPLES
Costs incurred during the construction phase of the PROJECT when ground-breaking construction activities such as site preparation, grading, or gutting begins. Costs incurred during the construction phase of the PROJECT when ground-breaking construction	• **Site preparation, grading, gutting, demolition** • **Foundation work** • **Purchase and installation of permanent equipment**: playground equipment, benches, signs, display boards, sounds systems, video equipment, etc. • **Construction supplies and materials**: may be drawn from central stock if claimed costs are no higher than supplies or materials purchased elsewhere.

activities such as site preparation, grading, or gutting begins.	• **Construction equipment owned by** GRANTEE: equipment owned by the grantee may be charged to the grant for each use. Rental rates published by the California Department of Transportation may be used as a guide. For audit purposes, a report or source document must describe the work performed, indicate the hours used, relate the use to the GRANT SCOPE, and must be signed by the operator or supervisor. • **Construction equipment rented or purchased by GRANTEE**: equipment may be rented or purchased, whichever is the most economical use of GRANT funds. For purchased equipment, the GRANT will pay for the rental price equivalent in proportion to the time the purchased equipment is used on the GRANT SCOPE. (Rental rates published by the California Department of Transportation may be used as a guide.) The GRANT will pay for the total cost of the equipment if the purchase price is less than the rental price equivalent. Any funds earned by the GRANTEE from the sale of equipment purchased with the GRANT must be spent on the PROJECT. • **Construction management**: including site inspections, scheduling mobilization, directing equipment, materials, prevailing wage monitoring, oversight of Corps contracts, and construction personnel. • **Employee services**: see accounting rules for employee services explained in the GRANT ADMINISTRATION GUIDE. • **PROJECT/GRANT administration and accounting** • **Miscellaneous costs**: other costs incurred during the construction phase, such as transporting materials, equipment, personnel, communications and landscape establishment periods.

INELIGIBLE COSTS

INELIGIBLE	EXAMPLES OF INELIGIBLE COSTS

Cannot be charged to the GRANT	• **Outside PROJECT SITE boundaries:** streets, traffic lights, or other infrastructure not located within the PROJECT SITE.
	• **Outside the GRANT PERFORMANCE PERIOD**: costs incurred before or after the GRANT PERFORMANCE PERIOD.
	• **Projects imposed on an APPLICANT through legal mitigation**
	• **Indirect costs:** overhead business expenses of the GRANTEE'S fixed or ordinary operating costs: (rent, mortgage payments, property taxes, utilities, office supplies).
	• **Fundraising**
	• **Advertising** not related to project development.
	• **Food**
	• **Grant writing**
	• **Operation and maintenance, moveable equipment**
	• **Record keeping discrepancies**
	  • Charging employee services without documentation of actual time spent on the project.
	  • Lack of source documents (no evidence of invoices, bid process, payment receipts, etc.)
	  • See GRANT ADMINISTRATION GUIDE'S "Accounting Requirements" for additional guidance.

IV. Appendices

TECHNICAL ASSISTANCE FOR APPLICANTS

This page summarizes technical assistance available to APPLICANTS.

To ensure a fair process, OGALS' RRT experts will provide all APPLICANTS with correct and consistent guidance.

All statewide APPLICANTS are encouraged to access the following:

Application Workshops by OGALS

Over five Application Workshops will be offered throughout California. OGALS' RRT experts will give a page-by-page review of this Application Guide. The workshops are highly interactive. Questions are encouraged to promote an exchange of ideas.

Access to Program Experts

OGALS' RRT experts will strive to give outstanding customer service to all APPLICANTS. APPLICANTS are encouraged to call, email, or schedule in-person meetings when guidance is needed. A list of OGALS' RRT experts will be available at parks.ca.gov/rrt.

Assistance with Incomplete Application Documents

OGALS may contact APPLICANTS to explain what corrections are needed. OGALS does not automatically disqualify an APPLICATION if a document is incomplete or needs a correction with the exception of the Project Selection Criteria.

OGALS' RRT experts can also preview documents before the APPLICATION deadline.

Strengths and Weaknesses

APPLICANTS that do not receive a grant award can get "strengths and weaknesses" feedback based on the Project Selection Criteria. This feedback may be useful to APPLICANTS if another ROUND of funding is available.

Grant Administration Workshop

APPLICANTS who receive a grant award will attend a mandatory GRANT administration workshop. During the workshop, OGALS and DPR auditors will provide an in-depth review of the GRANT ADMINISTRATION GUIDE that explains the requirements and forms necessary for administration. OGALS staff are also available to answer administrative questions through PROJECT COMPLETION.

PROJECT SELECTION CRITERIA GUIDANCE

This section gives technical assistance for Project Selection Criteria 1 through 9 found on pages 15 to 29.

PROJECT SELECTION CRITERION 1 {MEDIAN HOUSEHOLD INCOME AND LOW POPULATION DENSITY} ON PAGE 15

The Community FactFinder Handbook at parks.ca.gov/rrt includes visual examples and tips to select a competitive origin.

The APPLICANT may choose any point in or on the boundary of the proposed PROJECT SITE to create the FactFinder Report. The FactFinder will provide a Median Household Income of the half-mile radius of the selected point. This method will be used to consistently identify if the project is located in a severely disadvantaged or disadvantaged area.

Proposition 68 (2018 Bond Act) §80008(a)(1) requires that at least $4,625,000 of the $23,125,000 of grant awards are allocated to projects in severely disadvantaged communities with a median household income below $42,737 (60% of the statewide average).

PROJECT SELECTION CRITERION 2(A) {BENEFITS} ON PAGE 16

Projects that will meet multiple needs of youth, seniors, and families will be more competitive than ones that provide a single use for a more limited group. The MEETINGS with youth, seniors, and families should result in the DESIGN of a PROJECT that will benefit their HEALTH and quality of life. Consider how the PROJECT will improve each of these conditions:

Physical Activity: to benefit the HEALTH and quality of life for youth, seniors, and families. Parks can provide places for individual or team sports, jogging or walking, and other exercise that can improve HEALTH and help prevent obesity and diabetes. Parks can provide space for community gardens that can support intergenerational recreation, and fruits and vegetables grown by RESIDENTS in parks could support healthy eating.

Cultural Enrichment: Performing arts facilities can support cultural recreation such as dance, theater, and music, which can improve the HEALTH and quality of life for all. Cultural conditions can be improved through public art in parks such as mosaics, murals, and sculptures that reflect and celebrate the history and diverse cultures of the region. Older existing parks may have their own unique histories which can be told through public art.

Environmental Education: History of the area can be taught through panels or public art. The PROJECT's environmental design techniques can also be interpreted to show how energy and water can be conserved.

Economic Gain: Increased out of town VISITORS can boost the local economy. New jobs could be created as a result of the project benefitting the surrounding community.

Advancing Solutions that Prevent Displacement – Public Resources Code §80001(b)(1) of the 2018 Bond Act (Prop. 68) states: "To the extent practicable, priority for grant funding under this division will be given to a project that advances solutions to prevent displacement."

When an economically disadvantaged area experiences new for-profit real estate investments, RESIDENTS affected by poverty may be priced out of their homes.

In the response to the "Advancing Solutions that Prevent Displacement" section on page 29, describe the following:

- If RESIDENTS are vulnerable to "displacement," describe a plan to partner with an organization(s) that supports "housing-related anti-displacement strategies." The Prevention Institute's report titled Healthy Development without Displacement: Realizing the Vision of Healthy Communities for All gives helpful technical assistance. "Housing-Related Anti-Displacement Strategies" are listed on page 22 of the Prevention Institute's report. Additional technical assistance will be posted at parks.ca.gov/rrt.*
- If RESIDENTS are not vulnerable to "displacement," explain why. For example, is there a lack of current or planned real estate investments that would price-out economically disadvantaged RESIDENTS from their homes? Or, is there effective affordable housing support already in-place? Or, are the RESIDENTS considered an economically secure community? If there are clear reasons why "displacement" is not applicable, a description about advancing displacement solutions is not needed.

*How can a park PROJECT "advance solutions to prevent displacement?" park DESIGN MEETINGS (Project Selection Criterion 4 on page 20) can attract RESIDENTS, agencies, and organizations to work together, leading to innovative partnerships.

PROJECT SELECTION CRITERION 2 (B) {SIGNIFICANT VISITOR ATTRACTION} ON PAGE 16

Consider how the PROJECT will become a DISTINCTIVE destination that people will want to travel to from throughout the region. Focus on how the PROJECT will attract out of town VISITORS to boost the local economy. Applicants may discuss this criterion with individuals with knowledge of attracting out of town VISITORS for the PROJECT SITE area.

PROJECT SELECTION CRITERION 3 {TYPE OF PROJECT} ON PAGE 18

For this criterion, APPLICATIONS will be more competitive if the majority of the TOTAL PROJECT COST creates a NEW RECREATION FEATURE(S).

Whether the PROJECT SITE will be an athletic sports center, natural/scenic destination, or a cultural/historical destination, or a combination of these, projects that include a NEW RECREATION FEATURE designed to improve the HEALTH of local RESIDENTS will be more competitive.

See page 5 for examples of RECREATION FEATURES that can improve the HEALTH of local RESIDENTS.

- Lighting to allow for extended night-time use of an existing RECREATION FEATURE is considered a RENOVATION of the RECREATION FEATURE.

- Resurfacing an existing sports field or court, such as replacing grass with artificial turf, or adding fencing or netting around a court or field, is also considered a RENOVATION of the existing RECREATION FEATURE.

PROJECT SELECTION CRITERION 4 {DESIGN INPUT} ON PAGE 20

See parks.ca.gov/rrt for guidance about "Community-Based Planning" and interim guidance about in-person MEETINGS during COVID-19.

Effective, highly used and safe parks and projects are designed using significant community input. APPLICANTS are encouraged to PARTNER with community-based organizations and local leaders that can help outreach to RESIDENTS. Additionally, individuals with knowledge about how to attract out of town VISITORS should be part of the DESIGN input.

Promote a group dynamic, with participants building upon the ideas of one another. Engaging and interactive group discussions can lead to a more in-depth understanding of what the RESIDENTS of nearby communities need.

DESIGN input can range from the selection and location of facilities, to the detailed design of those facilities, park beautification such as landscaping and public art, creating a "sense of place" by depicting the area's natural and cultural history, and safe public use ideas.

PROJECT SELECTION CRITERION 5 (EMPLOYMENT OR VOLUNTEER OPPORTUNITIES) ON PAGE 21

Resident Employment or Volunteers

This criterion encourages and is designed to give RESIDENTS a sense of "ownership" to increase the use, safety, and care for the PROJECT SITE. The criterion also provides opportunities to help build resumes for career pathways.

Provide a recruitment strategy for targeting RESIDENTS from disadvantaged community(s) by contacting one or more of the following: employment offices, schools, job training programs, or partnering with a community organization, etc.

Use the Community FactFinder overlays to determine disadvantage community(s). Do not send an additional FactFinder report with the APPLICATION.

Employees or volunteers do not have to be from the same half-mile radius that was used in Criterion #1.

A combination, or just one, of these meaningful examples can be used to benefit at least twenty RESIDENTS to obtain the 3 points:

- Outreach to RESIDENTS during community-based planning (youth leadership and community organizing)
- MEETINGS assistance
- Plant trees in the park or create a community garden
- Make art tiles and add them to walls or walkways in the park
- Paint murals or install mosaics
- Training for RESIDENTS provided by contractors
- Create or restore natural habitat
- Other employment or volunteer OUTDOOR LEARNING OPPORTUNITIES with designing, landscaping, or constructing the park.

For example: 5 youth taught to lead community-based planning, 5 people landscaping, and 10 students creating public art, reaches the goal of benefiting 20 RESIDENTS.

The employment or volunteer opportunities must occur by PROJECT COMPLETION. (Not long-term operation/programs after PROJECT COMPLETION.)

CONSERVATION CORPS Consultation Process

Use of the Corps Consultation Process is voluntary; however, to receive the 3 points, APPLICANTS must follow the "Corps Consultation Process for Proposition 68" established by the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC).

Use the instructions on page 49, Checklist Item 14. It is recommended that consultation begin more than one month prior to the APPLICATION deadline.

If either the CCC or CALCC offers to work on the PROJECT, but the APPLICANT does not agree to use any of the CONSERVATION CORPS' offered services, 0 points will be awarded. Prop 68 Public Resources Code §80016 gives preference to PROJECTS that include use of CONSERVATION CORPS services. If the either Corps is unresponsive, the applicant should follow up. If there is no response by the application due date, the applicant email documentation submitted in the application will be sufficient for maximum points.

PROJECT SELECTION CRITERION 6 {PARTNERSHIPS OR COMMITTED FUNDING} ON PAGE 23

To receive up to three points, the PARTNERSHIP contributions must occur from June 5, 2018 until PROJECT COMPLETION. **In the response, do not include operation and maintenance and long-term programs after PROJECT COMPLETION.**

PARTNERSHIPS Involving the HEALTH Sector

"HEALTH ORGANIZATION" is broadly defined to mean a government, foundation or community-based organization, or private entity with a primary mission of promoting community design principles supporting physical activity, active transportation, social and mental wellness, nutrition, housing-related anti-displacement strategies, and a thriving environment.

To form new PARTNERSHIPS with the HEALTH sector, APPLICANTS may want to consider local health departments, health insurance companies or local hospitals and clinics, NON-PROFIT health advocates or community-based organizations, and even statewide or national health foundations.

The 2018 Bond Act (Proposition 68) Public Resources Code §80001 (a)(5) declared "The California Center for Public Health Advocacy estimates that inactivity and obesity cost California over forty billion dollars annually through increased health care costs and lost productivity due to obesity-related illnesses, and [investments in infrastructure improvements to promote physical activity] would result in significant savings."

Additionally, California's Statewide Comprehensive Outdoor Recreation Plan (SCORP) has identified park and HEALTH ORGANIZATIONS as having mutual goals for using recreation to improve HEALTH and wellness. ParksforCalifornia.org.

Examples of PARTNERSHIPS

PARTNERS can donate volunteer services or materials without a cash contribution. For example: a PARTNER assisting with outreach and MEETINGS* with RESIDENTS can count as one point, a PARTNER contributing materials can count as a second point, and a PARTNER leading a park beautification effort such as public art can count as a third point.

* See parks.ca.gov/spp for guidance about "Community-Based Planning" and interim guidance about in-person MEETINGS during COVID-19.

Other examples can include partial or full donation of land, collaborations between public and non-profit organizations such as land trusts to facilitate public access to privately owned lands, and grants or other funding contributions from an agency other than the APPLICANT until PROJECT COMPLETION.

There is no point advantage for greater amounts of COMMITTED FUNDS. Cash contributions are not required to receive the maximum 3 points.

Public Resources Code §80001(b)(2) gives priority to PROJECTS that "*leverage private, federal, or local funding or produce the greatest benefit.*" PROJECTS that "*produce the greatest benefit*" are prioritized through a statewide analysis of all Project Selection Criteria 1 through 9 responses.

PROJECT SELECTION CRITERION 7(A) {ENVIRONMENTAL DESIGN} ON PAGE 24

Criteria 7(A)(3)

- A potential resource guide for recycled material content is available at the CalRecycle website: calrecycle.ca.gov.
- "Separation and recycling of recoverable materials" may include the recycling of demolished buildings, concrete, wood, or steel that will be removed when creating a new park.

Criteria 7(A)(4)

- The "California Invasive Plants Inventory" published by the California Invasive Plant Council may be helpful: cal-ipc.org/plants/inventory.

PROJECT SELECTION CRITERION 7(B) {ENVIRONMENTAL DESIGN} ON PAGE 25

In addition to the four sustainable techniques that are listed in Criteria 7(A), the PROJECT will need to include three more techniques for efficient use of energy, water, and other natural resources, in order to obtain the maximum 7 points.

Other natural resource conservation and ecological techniques include but are not limited to:

1. Create iconic "place-making" with native vegetation landscapes and locally crafted RECREATION FEATURES.
2. Create RECREATION FEATURES using locally sourced materials to reduce environmental impacts from global transportation.
3. Replace blighted property with a park to beautify the community.
4. Create a recreational loop or trail within the PROJECT SITE
5. Use of rapidly renewable (harvested within a ten-year cycle) building materials; agrifiber, linoleum, wheatboard, strawboard, bamboo, and wool or cotton insulation.
6. Use of certified wood (environmentally responsible forest management certified by the Forest Stewardship Council).
7. Reduce urban heat island effects.
8. Preserve special status trees. Preserve and restore native wildlife habitat.
9. Create native gardens and other habitats for native pollinators.
10. Protect and restore riparian and wetland buffers.
11. Repair or restore damaged or lost streams, wetlands, and coastal habitat.
12. For buildings, using any of the following qualifies as a technique. a) Energy efficient outdoor lighting, solar tubes, skylights, and skylids for indoor lighting. b) Design and locate buildings considering sun orientation for heating, cooling and lighting needs. c) Minimize building heating and cooling requirements with vegetation on roof-tops or use of shade trees. d) Comprehensive building insulation. e) Cooling/heating system efficiency f) Low flow water fixtures. g) Solar h) Wind turbines to power site operation.

PROJECT SELECTION CRITERIA 7(B)(1) {GREENHOUSE GAS EMISSIONS REDUCTION AND CARBON SEQUESTRATION} ON PAGE 25

The 2018 Bond Act's PRC §80001(b)(7) encourages measurement of carbon emission reductions and carbon sequestrations for Greenhouse Gas Reduction.

If the PROJECT involves tree planting, provide an estimate of the amount of trees to be planted and any other details regarding tree planting known at the time of APPLICATION. If the GRANT is awarded, and before PROJECT COMPLETION, GRANTEES may be required to report the following information about the PROJECTS:

- Tree species
- Size of trees at planting
- Information on the distance and direction to the nearest building (if applicable)
- Information on the age and climate control of any nearby buildings (if applicable)
- Information about the tree's growing conditions

The i-Tree site at planting.itreetools.org. may be used as a measurement tool for GRANTEES.

If the PROJECT does not involve tree planting, state "the PROJECT does not involve tree planting" in the response to Project Selection Criteria 7(B)(1), and select an alternate technique. Examples for alternative techniques are listed on the previous page above.

PROJECT SELECTION CRITERIA 7(C) {SITES OR LEED CERTIFICATION} ON PAGE 26

SITES Certified Landscapes

- Help reduce water demand, filter and reduce stormwater runoff, provide wildlife habitat, reduce energy consumption, improve air quality, improve human health and increase outdoor recreation opportunities.
- Information on the SITES program is located at: sustainablesites.org/certification-guide.

LEED Certified Buildings

- Includes construction or renovation of a building larger than 2,000 gross square feet can achieve LEED Certification.
- Information on the LEED program is located at usgbc.org.

PROJECT SELECTION CRITERION 8(A) AND (B) {HOURS OF OPERATION} ON PAGE 27

Projects should be designed to provide affordable daily (appropriate season of use) access for the HEALTH of RESIDENTS while also attracting out of town VISITORS. By attracting out of town VISITORS, it is understood that local businesses may benefit economically as well.

This criterion encourages NEW RECREATION FEATURES that provide affordable daily access for the HEALTH of RESIDENTS.

Hours of Operation: Holidays are excluded from DAILY ACCESS considerations. Weather is also excluded because weather (such as snow) cannot be controlled. Seasonal closures are allowed.

PROJECT SELECTION CRITERIA 8(C) {PUBLIC USE FEES} ON PAGE 27

Fees: Fees can be a barrier for access. APPLICANTS are encouraged to find partners or have an operation plan that offsets the need to charge fees to the general public for PROJECTS funded by this program.

- **Activity or program fees/league registration fee:** If the activity or permit fee is required at all times to enter and use the project, then it does affect the score. For example, if the PROJECT is a soccer field, and only soccer teams can use the field by permit, then the fee charged to join the team/league counts. Using the same example, if the general public can use the soccer field without paying, indicate the field availability for the general public.
- **Fees based on residency:** GRANTEES cannot apply differences in admission or other fees on the basis of residence for state-funded projects.
- **Fees based on income:** For the purposes of this program, the entrance or membership fee will be calculated based on what any person would pay to be able to use the PROJECT before having to prove they are affected by poverty. APPLICANTS should consider members of the public affected by poverty as the baseline for determining what the fee will be for everyone.
- **Parking fees:** If the only way to enter the park is by driving, the parking fee will count as an entrance fee. If pedestrians can easily enter the park without paying to enter, the parking fee would not affect the score.
- **Costs to use certain** RECREATION FEATURES: If the majority of the grant request will pay for one or more facilities that are free, the $0 charge will be considered. If a facility with an entrance fee is the majority cost of the grant request, the entrance fee will be considered when evaluating the response. This includes nighttime lighting fees.
- **Rental fees for parties or other special functions:** Rental costs that are not part of a facility's usual daily entrance fees are excluded from the fee calculation.
- **Fixed fee rate during the 30-year contract performance period:** Grantees can contact OGALS if inflation affects the rate in this criterion over the 30 years.

PROJECT SELECTION CRITERION 9(A) {CHALLENGES} ON PAGE 29

Criterion 9(A) is where the APPLICANT describes the need for the PROJECT. In addition to the responses for Criterion 1 through 8, the APPLICANT can add further information about the need for the PROJECT in this criterion.

PROJECT SELECTION CRITERION 9(B) {READINESS} ON PAGE 29

Applicants will demonstrate project readiness by completing and meeting the intent of all APPLICATION requirements listed in the Application Checklist per page 11.

PROJECT SELECTION CRITERIA REQUIREMENTS

To ensure there is a clear understanding of required deliverables for PROJECT COMPLETION, avoid discussing future phases in your response to the Project Selection Criteria/APPLICATION. Only discuss elements that will be completed within the GRANT PERFORMANCE PERIOD using the GRANT plus COMMITTED FUNDS.

If the GRANT is awarded, responses to the Criteria listed below will be included in a "Project Status Report" sent to GRANTEES every six months until PROJECT COMPLETION. This serves as a reminder of what the APPLICANT committed to during the competitive process.

- Criterion 4 (ideas that will be included)
- Criterion 5 (employment or learning opportunities)
- Criterion 7 (environmental design)
- Criterion 8 (fees and hours of operation)

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DEFINITIONS FOR ALL WORDS AND TERMS IN SMALL CAPS

ACQUISITION – to gain ownership of land or obtain a permanent easement. A lease or rental is not considered ACQUISITION.

ADJACENT – property next to or across the street from a park that existed before the APPROPRIATION DATE.

APPLICANT – an entity requesting GRANT funding through a competitive process.

APPLICATION – the required attachments listed in the Application Checklist on page 11.

APPROPRIATION DATE – begins on July 1st of the State fiscal year when program funding is authorized by the California State Legislature.

AUTHORIZED REPRESENTATIVE – the position appointed by the APPLICANT'S governing body to sign all required GRANT documents. The AUTHORIZED REPRESENTATIVE can designate an alternate by informing OGALS in writing.

BROAD REPRESENTATION – inclusion of DESIGN ideas from RESIDENTS that may have different recreational needs, including youth, seniors, and families. Inclusion of individuals with knowledge of tourism, people with disabilities, single adults, and immigrants are also encouraged. Sole involvement of an advocacy group or league likely to promote a specific RECREATION FEATURE does not meet this intent.

CEQA – the California Environmental Quality Act as stated in the Public Resources Code §21000 et seq.; Title 14 California Code of Regulations §15000 et seq. opr.ca.gov/ceqa

COMMITTED FUNDS – the APPLICANT has secured all additional funds needed to complete the PROJECT. Secured funds are cash in hand or having a contract or other binding agreement with another entity(s) obligating the additional funds. Future fundraising plans are not COMMITTED FUNDS.

CONSERVATION CORPS –

- California Conservation Corps (CCC) – a State workforce development program that employs 18 - 25-year-olds for environmental conservation or enhancement projects, fire protection, and emergency response. ccc.ca.gov
- California Association of Local Conservation Corps (CALCC) – non-profit organizations certified by the California Conservation Corps to provide community and conservation work, education, and job training. calocalcorps.org

CONSTRUCTION COSTS – costs incurred starting when ground-breaking construction activities such as site preparation, grading, or gutting begins, and continuing to the end of the GRANT PERFORMANCE PERIOD.

CONTRACT – an agreement specifying the GRANT obligations between the GRANTEE and DPR.

COVERED PARKS – a large shade or snow protection structure over sports fields, courts, or playgrounds or for wildlife viewing in areas of the State where weather would otherwise diminish seasonal outdoor recreation.

DESIGN – preliminary PROJECT concepts and drawings achieved through the community-based planning MEETINGS, before the completion of engineer/construction documents. Input can range from:

- the selection and location of facilities, and the detailed enhancement of those facilities,
- safe public use ideas,
- park beautification such as landscaping and public art to create a "sense of place" by celebrating the history, culture, environment, or notable people tied to the site or surrounding region.

DEVELOPMENT – to construct a new RECREATION FEATURE or MAJOR SUPPORT AMENITY, or RENOVATION of an existing RECREATION FEATURE.

DISTINCTIVE – a significant natural/scenic, historic, or athletic recreation destination that will provide a unique or highly-recognized resource to attract out of town VISITORS.

DISTRICT – one of the following as defined in Public Resources Code Division 5 Parks and Monuments Chapter 3.2 Roberti-Z'berg Harris Program §5621(b)

1. Regional park districts formed under Article 3 (commencing with Section 5500) of Chapter 3 of the Public Resources Code,
2. Recreation and park districts formed under Chapter 4 (commencing with Section 5780) of the Public Resources Code,
3. Any public utility district formed under Division 7 (commencing with Section 15501) of the Public Utilities Code in a nonurbanized area that employs a full-time park and recreation director and offers year-round park and recreation services on lands and facilities owned by the district.
4. Any community services district formed under Division 3 (commencing with Section 61000) of Title 6 of the Government Code in a nonurbanized area which is authorized to provide public recreation as specified in subdivision (e) of Section 61600 of the Government Code.
5. Any memorial district formed under Chapter 1 (commencing with Section 1170) of Division 6 of the Military and Veterans Code that employs a full-time park and recreation director and offers year-round park and recreation services on lands and facilities owned by the district.
6. The Malaga County Water District exercising powers authorized under Section 31133 of the Water Code.
7. Any county service area, or zone therein, within the County of San Bernardino which is empowered to provide public park and recreation services pursuant to the County Service Area Law (Chapter 2.5 (commencing with Section 25210) of Part 2 of Division 2 of Title 3 of the Government Code), which is actually providing public park and recreation services, and which was reorganized prior to

January 1, 1987, from a park and recreation district to a county service area or zone

ELIGIBLE COSTS – expenses incurred during the GRANT PERFORMANCE PERIOD to complete the GRANT SCOPE approved by OGALS through a fully executed CONTRACT.

EXPAND/EXPANSION – the PROJECT will add park space acreage to an existing ADJACENT park.

GRANT – amount of funds made available to a GRANTEE for completion of the GRANT SCOPE during the GRANT PERFORMANCE PERIOD.

GRANTEE – an entity having a CONTRACT with DPR for a GRANT funded by the Rural Recreation and Tourism Program.

GRANT ADMINISTRATION GUIDE – the document titled the "GRANT ADMINISTRATION GUIDE for 2018 Bond Act (Proposition 68)" that provides requirements and forms for GRANT administration.

GRANT PERFORMANCE PERIOD – the period of time, starting with the APPROPRIATION DATE, when ELIGIBLE COSTS may be incurred by the GRANTEE and charged to the GRANT. The period will be posted at parks.ca.gov/rrt.

GRANT SCOPE – the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the GRANT SCOPE/Cost Estimate Form that must be completed prior to final GRANT payment. Also see the definitions of TOTAL PROJECT COST.

HEALTH – a state of physical, mental and social well-being and not merely the absence of disease.

HEALTH ORGANIZATION – a government, foundation or community-based organization, or private entity with a primary mission of promoting community design principles supporting physical activity, active transportation, social wellness, mental wellness, nutrition, housing-related anti-displacement strategies, and a thriving environment.

LOW POPULATION DENSITY – For the purposes of this program, low population density is less than 5,000 RESIDENTS within a half-mile radius of the PROJECT SITE per the Community FactFinder.

MAJOR SUPPORT AMENITY –

1. Parking lot, restroom building, or other non-recreational facility located within a Project site.
2. Lighting and landscaping to improve the appearance of the PROJECT SITE.

MATCH – only required if the PROJECT SITE'S half-mile radius has a median household income above $56,982 according to the Community FactFinder. If the median household income is above $56,982, the GRANT can fund up to 80% of the TOTAL PROJECT COST. When required, match must be at least 20% of the TOTAL PROJECT COST funded by any other source.

MEETING – RESIDENTS and tourism experts worked together as a group in person with the APPLICANT or with the APPLICANT'S PARTNER(S) to DESIGN the PROJECT for local HEALTH and to attract out of town VISITORS.

The type of meeting can be creative, cost effective, and non-traditional. Formal public hearings are not required.

MINOR SUPPORT AMENITY – a permanent support item such as a sign, bench, small fence, or drinking fountain that costs, by itself, less than $50,000 at the time of APPLICATION.

NEW RECREATION FEATURE – construction of a RECREATION FEATURE that currently does not exist in the RURAL city, town, or unincorporated area where the PROJECT will be located.

NON-PROFIT – any non-profit entity qualified to do business in California under Section 501(c)(3) of Title 26 of the United States Code, and that has among its primary purposes any of the following:

- the recreational, vocational, educational, and other services to improve social and cultural conditions of a community,
- the preservation, protection, or enhancement of land or water resources in their natural, scenic, historical, agricultural, forested, or open-space condition or use,
- the provision of conservation and environmental education and other services to improve environmental conditions of a community.

PARTNER/PARTNERSHIP – other than the APPLICANT itself; an agency/organization, or an individual who is contributing professional experience as a volunteer, assisting with the successful completion of the PROJECT. PARTNERS can perform tasks such as providing volunteer services, contributing materials, or contribute funds beginning from the DESIGN phase until PROJECT COMPLETION. Examples include assisting with MEETING outreach with RESIDENTS, leading PARK beautification efforts such as landscaping or public art, providing partial or full donation of land, or other funding contributions.

PRE-CONSTRUCTION COSTS – costs incurred before construction during the planning, design, and permitting phase of the PROJECT, limited to 25% of the GRANT amount.

PROJECT – the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the GRANT SCOPE/Cost Estimate Form to be funded by the GRANT request plus COMMITTED FUNDS.

PROJECT SITE – the entire project property. When using the Community FactFinder, the origin of the radius can be located at any point within the boundary of the entire site.

PROJECT COMPLETION – when the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the GRANT SCOPE/Cost Estimate Form are complete and the facilities are open and useable by the public.

RECREATION FEATURE – an element that provides active or passive recreational use.

RENOVATE/RENOVATION – construction to improve an existing park to either increase public use, operating hours, public safety, energy or water conservation, accessibility

compliance, or all of the above. This includes improvement of an existing RECREATION FEATURE, or an existing MAJOR SUPPORT AMENITY.

RESIDENTS – the population living within the rural city, town, or unincorporated area where the PROJECT SITE is located including youth, families, and seniors.

ROUND – a distinct cycle of APPLICATIONS received and reviewed by DPR, through a competitive process.

RURAL – a PROJECT SITE must meet the following requirements:

1. Be in a county with a population below 500,000 people, and, in a city/town/census designated place that has a population below 50,000 people.

OR

2. Be in a county with a population below 500,000 people, and, in a city/town/census designated place that has a population below 80,000 people, provided that the county below 500,000 people has adopted State planning priorities pursuant to Government Code Section 65041.1. The applicant shall include in the RRT application a letter or other documentation from the County's Planning Agency confirming the county has adopted one or more State planning priorities found in Government Code Section 65041.1 to limit sprawl, protect environmental and agricultural resources, and encourages efficient infill development patterns within incorporated city limits.

Ineligible project sites are any of the following:
A) All projects in counties with populations above 500,000 people, regardless of city population.

AND

B) Projects in a city/town/census designated place that has a population above 50,000 people, even if the county population is below 500,000 people. For the exception, see 2 above.

SITE CONTROL – when the GRANTEE owns the PROJECT SITE, or has a permanent easement, or has a lease agreement or TURNKEY agreement approved by DPR, that allows for PROJECT COMPLETION and public use to fulfill the CONTRACT obligations.

TOTAL PROJECT COST – the combined dollar amount of all funding sources used to complete the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the GRANT SCOPE/Cost Estimate Form.

TURN-KEY PROJECT – when an APPLICANT proposes to build a PROJECT, then transfer the CONTRACT to the landowner for long term operation and maintenance with approval from DPR. The transferee must be an eligible APPLICANT for this program.

VISITORS – Recreational participants, spectators, and tourists living further than the PROJECT SITE's rural city, town, or unincorporated area who will travel to the unique or significant natural/scenic, historic, or athletic recreation destination created through the PROJECT. This may include county-wide out of town visitors, or people who will come from areas beyond the county.

Street Address for Overnight Mail:

Calif. Dept. of Parks and Recreation

Office of Grants and Local Services

1416 Ninth Street, Room 918

Sacramento, CA 95814

Mailing Address:

Calif. Dept. of Parks and Recreation

Office of Grants and Local Services

P.O. Box 942896

Sacramento, CA 94296-0001

MAIN LINE: (916) 653-7423

PROGRAM WEBSITES: parks.ca.gov/rrt | parksforcalifornia.org/communities

Agenda Item No. F-4

DATE SUBMITTED	1/14/2022	COUNCIL ACTION	(X)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	ACM	RESOLUTION	(X)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	1/19/2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	(am

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: CLEAN CALIFORNIA GRANT PROGRAM

1. APPROVAL OF RESOLUTION NO. 2022-14 AUTHORIZING THE APPLICATION FOR CALIFORNIA DEPARTMENT OF TRANSPORTATION CLEAN CALIFORNIA GRANT PROGRAM FOR THE SR 86 IMPROVEMENT PROJECT

DEPARTMENT INVOLVED: City Manager's Office

BACKGROUND/SUMMARY:

The California Department of Transportation (Caltrans) developed the Clean California Local Grant Program as part of a two-year program through which approximately $296 million in funds will go to local communities to beautify and improve local streets and roads, tribal lands, parks, pathways, and transit centers to clean and enhance public spaces. Through the combination of adding beautification measures and art in public spaces along with the removal of litter and debris, this effort will enhance communities and improve spaces for walking and recreation. It is staff's intent to apply for funds to complete a portion/phase 1 of the SR86 Improvement Project.

FISCAL IMPACT: Up To $5 million – Dependent on cost match	ADMIN SERV INITIALS
STAFF RECOMMENDATION: It is staff's recommendation to review and approve the resolution authorizing City staff to apply for grant funds.	DEPT. INITIALS
MANAGER'S RECOMMENDATION: Agrees with staff's recommendation.	CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

RESOLUTION NO. 2022-14

RESOLUTION OF THE CITY COUNCIL OF CITY OF IMPERIAL, CALIFORNIA APPROVING THE APPLICATION FOR CLEAN CALIFORNIA GRANT FUNDS

WHEREAS, the California Department of Transportation (Caltrans) has development the Clean California Local Grant Program to beautify and improve local streets and roads, tribal lands, parks, pathways, and transit centers to clean and enhance public spaces; and

WHEREAS, Caltrans has been delegated the responsibility by State of California for the administration of the Clean California Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the California Department of Transportation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA HEREBY:

APPROVES THE FILING OF AN APPLICATION FOR THE **SR86 IMPROVEMENT PROJECT**; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and

2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and

3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and

4. Delegates the authority to City Manager, Assistant City Manager, and Community Development Director to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and

5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of January, 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Geoff Dale, Mayor

ATTEST:

City Clerk

CLEAN CALIFORNIA
Local Grant Program

The Clean California Local Grant Program, administered by the California Department of Transportation (Caltrans), will provide approximately $296 million as part of a two-year program to beautify and improve streets and roads, tribal lands, parks, pathways, and transit centers to restore pride in public spaces.

Applicants must be local or regional public agencies, transit agencies, or tribal governments. Nonprofit organizations may be sub-applicants.

Project Types

Eligible projects shall include, but not be limited to:

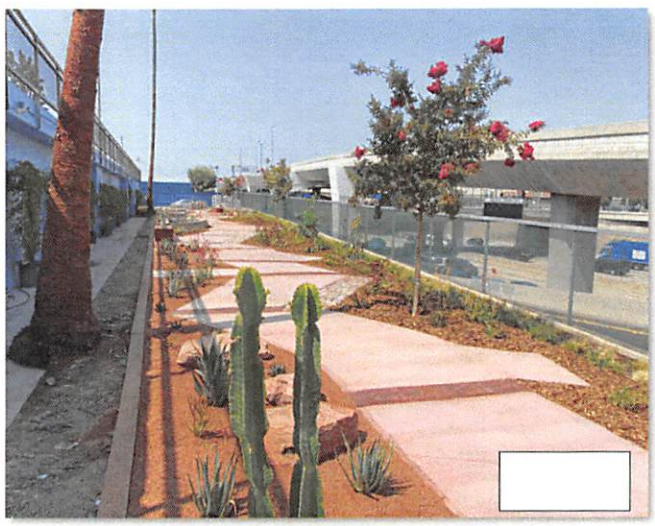
- Community litter abatement and beautification
- Community litter abatement events and/or educational program

Funding

The grant program guidelines are a framework that recognizes the diverse funding needs of potential applicants throughout the state.

- The local match component will range from 0% to 50% of the project costs.
- Half of the overall program funds will benefit or be located in underserved communities.
- The maximum grant is $5 million.





110/28th Street, Los Angeles

CLEAN CALIFORNIA
Local Grant Program

Project Selection Criteria

Caltrans will develop project selection criteria that will incorporate:

- Community need
- Potential to enhance and beautify public space
- Potential for greening to provide shade, reduce the urban heat island effect, and use native drought-tolerant plants
- Potential to improve access to public space
- Public engagement in the project proposal that reflects community priorities
- Benefit to underserved communities

These funds shall not be used to displace people experiencing homelessness. Projects must be completed by June 30, 2024.





Milestone	Date
Call for Projects	December 2021
Project Application Deadline	February 2022
Project Award Notification	March 2022

Visit the website listed below for additional information.

Prepare Your Project(s) Now!

- Identify potential project site(s) and/or educational program concept(s)
- Plan and begin your community engagement
- Start project/program design plans
- Stay informed on guideline drafts and updates through workshops and website

For more information, please visit: https://cleancalifornia.dot.ca.gov/local-grants

Sign up for our mailing list HERE

Questions? Email: CleanCA.LocalGrant@dot.ca.gov

RESOLUTION NO. 2022-14

RESOLUTION OF THE CITY COUNCIL OF CITY OF IMPERIAL, CALIFORNIA APPROVING THE APPLICATION FOR CLEAN CALIFORNIA GRANT FUNDS

WHEREAS, the California Department of Transportation (Caltrans) has development the Clean California Local Grant Program to beautify and improve local streets and roads, tribal lands, parks, pathways, and transit centers to clean and enhance public spaces; and

WHEREAS, Caltrans has been delegated the responsibility by State of California for the administration of the Clean California Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the California Department of Transportation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA HEREBY:

APPROVES THE FILING OF AN APPLICATION FOR THE **SR86 IMPROVEMENT PROJECT**; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and

2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and

3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and

4. Delegates the authority to City Manager, Assistant City Manager, and Community Development Director to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and

5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of January, 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Geoff Dale, Mayor

ATTEST:

City Clerk

Agenda Item No. F-5

DATE SUBMITTED	1/13/2022	COUNCIL ACTION	(X)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	ACM	RESOLUTION	(x)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	1/19/2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	cm

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: DECLARATION OF SURPLUS LAND

1. ADOPTION OF RESOLUTION NO. 2022-15 DECLARING REAL PROPERTY OWNED BY THE CITY OF IMPERIAL LOCATED AT THE CORNER OF HWY 86 & BELFORD ROAD AS SURPLUS LAND.

DEPARTMENT INVOLVED: CITY ATTORNEY/CITY MANAGER'S OFFICE & COMMUNITY DEVELOPMENT

BACKGROUND/SUMMARY:

Whereas the City of Imperial has taken inventory of several properties and determined that the property located at the Northwest Corner of HWY 86 & Belford Road is surplus and not necessary for the City's use. The parcel is .81 acres in size and according to its last appraisal in 2018, valued at $83,566.00. The land is currently identified as Commercial Use. In accordance with Government Code Section 54222, you have sixty (60) days from the date this offer was sent via certified mail or electronic mail to notify the City of your interest in acquiring the property. However, this offer shall not obligate the City to sell the property to you. Instead, the City would enter into at least ninety (90) days of negotiations with you pursuant to Government Code Section 54223. If no agreement is reached on sales price and terms, or lease terms, the City may market the property to the general public. Please see the attached resolution and exhibits for further information.

FISCAL IMPACT: To be determined	ADMIN SERV INITIALS KG
STAFF RECOMMENDATION: It is staff's recommendation to declare the property at the Northwest Corner of HWY 86 & Belford Road as Surplus and begin the notification process as defined under Government Code Section 54220.	DEPT. INITIALS
MANAGER'S RECOMMENDATION: Agrees with Staff's recommendation	CITY MANAGER's INITIALS OHM

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

RESOLUTION NO. 2022-15

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL DECLARING PURUSANT TO GOVERNMENT CODE SECTION 54221 THAT REAL PROPERTY OWNED BY THE CITY LOCATED AT THE NORTHWEST CORNER OF HIGHWAY 86 AND BELFORD ROAD IS SURPLUS LAND AND NOT NECESSARY FOR THE CITY'S USE

WHEREAS, the City of Imperial ("City") is the owner in fee simple of that certain real property located at the northwest corner of Highway 86 and Belford Road and described in Exhibit "A", attached hereto and incorporated herein by this reference (the "Property"); and

WHEREAS, under the Surplus Land Act, Government Code sections 54220 through 54233 (the "Act"), surplus land is land owned in fee simple by the City for which the City Council takes formal action in a regular public meeting declaring the land is surplus and not necessary for the City's use. The land must be declared either surplus land or exempt surplus land; and

WHEREAS, under the Act, land is necessary for the City's use if the land is being used, or is planned to be used pursuant to a written plan adopted by the City Council, for City work or operations; and

WHEREAS, the Property is approximately 0.81 acres in size, is currently vacant, is not currently being used by the City, and due to its shape and location would require significant investment to develop; and

WHEREAS, City staff has evaluated the Property for its potential to be used for City work or operations and determined that the Property is not suitable for the City's use; and

WHEREAS, the City Council desires to declare that the Property is surplus land and not necessary for the City's use; and

WHEREAS, the Act requires that before the City Council disposes of the Property or engages in negotiations to dispose of the Property, the City shall send a written notice of availability of the Property to certain designated entities.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above-referenced recitals are true and correct and are incorporated herein.

2. The City Council hereby declares that the Property is surplus land and not necessary for the City's use. The basis for this declaration is that the property is of a relatively small size,

is located near a major artery (Highway 86), no planned city facility or building is feasible for the site, and due to its shape and location would require significant investment to develop.

3. The City Clerk is hereby directed to send a notice of availability, substantially in the form attached hereto as Exhibit "B" and made a part of hereof, to the entities designated in Government Code Section 54222 ("Designated Entities") by electronic mail or by certified mail.

APPROVED, PASSED AND ADOPTED, at the regular meeting of the City Council this 19th day of January, 2022.

_____
Geoff Dale, Mayor

ATTEST:

_____
City Clerk

EXHIBIT A

LEGAL DESCRIPTION

POR PAR DD199-01-01 PER STATE DEED ALSO BEING POR LOT 24 IMP SUB NO.1& POR HWY 86 & BELFORD RD

A.P.N.: 063-054-038

EXHIBIT B

DATE

To All Interested Parties:

RE: Notice of Availability/Offer to Sell Surplus Property

As required by Government Code Section 54220 of the State of California, the City of Imperial (City) is providing notification that the City intends to sell the following surplus property:

Surplus Land Property Description	
Jurisdiction Name	City of Imperial
Jurisdiction Type	City
Site Address/Intersection	Southwest corner of Highway 86 and Belford Road
City	Imperial
ZIP Code	92251
County	Imperial
Assessor Parcel Number	063-054-038
Consolidated Sites	N/A
General Plan Designation	Commercial
Zoning Designation	C-2
Minimum Density Allowed	N/A
Maximum Density Allowed	N/A
Parcel Size	0.81 acres
Existing Use/Vacancy	Vacant
Last Appraised Value	$83,566.00
Last Appraised Date	March 27, 2018

In accordance with Government Code Section 54222, you have sixty (60) days from the date this offer was sent via certified mail or electronic mail to notify the City of your interest in acquiring the property. However, this offer shall not obligate the City to sell the property to you. Instead, the City would enter into at least ninety (90) days of negotiations with you pursuant to Government Code Section 54223. If no agreement is reached on sales price and terms, or lease terms, the City may market the property to the general public.

As required by Government Code Section 54227, if the City receives more than one letter of interest during this 60 day period, it will give first priority to entities proposing to develop housing where at least 25 percent of the units will be affordable to lower income households. If more than one such proposal is received, priority will be given to the proposal with the greatest number of affordable units. If more than one proposal specifies the same number of affordable units, priority will be given to the proposal that has the lowest average affordability level.

In the event your agency or company is interested in purchasing the property, you must notify the City in writing within sixty (60) days of the date this notice was sent via certified mail or electronic mail. Notice of your interest in acquiring the property shall be delivered to Alexis Brown, Assistant City Manager, at 420 South Imperial Avenue, Imperial, CA 92251. You may also direct your questions to abrown@cityofimperial.org or by calling (760) 355-4371.

Entities proposing to submit a letter of interest are advised to review the requirements set forth in the Surplus Land Act (Government Code Section 54220-54234).

Agenda Item No. F-6

DATE SUBMITTED	01/12/2022	COUNCIL ACTION	( )
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	Public Services	RESOLUTION	( )
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	01/19/2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	am

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: Engineering & Construction Services

DISCUSSION/ACTION:

1. Discuss, Approve/Disapprove proposal for Engineering & Construction Services from Webb Associates for Filter Complex Pipe Corrosion Project.

DEPARTMENT INVOLVED: Water Treatment Plant

BACKGROUND/SUMMARY:

City Staff recently discovered areas of corrosion on the existing filter piping located inside the filter complex at the Water Treatment Plant. The corrosion is found on the 16-inch filter effluent piping. Due to the time constraints of the WTP Clearwell Pump Station Project, we are requesting to separate the pipe replacement to expedite repairs needed. Webb will be providing Construction & Engineering services for this separation.

FISCAL IMPACT: $26,960.00 – Water Bond

FINANCE INITIALS

STAFF RECOMMENDATION: Approve

DEPT. INITIALS

MANAGER'S RECOMMENDATION: approve

CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

ALBERT A. WEBB ASSOCIATES

Corporate Headquarters
3788 McCray Street
Riverside, CA 92506
951.686.1070

Palm Desert Office
36-951 Cook Street #103
Palm Desert, CA 92211
760.568.5005

Murrieta Office
41391 Kalmia Street #320
Murrieta, CA 92562
951.686.1070

January 12, 2022

Mr. Jackie Loper
Public Services Director
City of Imperial
420 S. Imperial Avenue
Imperial, CA 92251

RE: Change Order Request – Filter Complex Pipe Corrosion

Dear Jackie,

As discussed, please review this change order request for the Filter Complex Pipe Corrosion issue.

Filter Complex Pipe Corrosion

City Staff recently discovered areas of corrosion on the existing filter piping located inside the filter complex at the Water Treatment Plant. The corrosion is found on the 16-inch filter effluent piping as it passes through the floor in four (4) locations and on the 18-inch backwash pipe, which runs horizontally 12' above the floor. Evaluation and Modifications for this project are as follows:

1. Webb to perform a site visit to evaluate the areas of corrosion.

2. Coordinate with the City and create a replacement plan for the 16-inch filter effluent complex piping that will also be compatible with the proposed WTP Clearwell Pump Station replacement project and prepare a separate bid package for the work.

3. Provide construction management services including:
   a. Responding to bidder's questions
   b. Prepare Addenda
   c. RFI and Submittal review
   d. Field inspection
   e. Engineering services during construction

Schedule and Compensation

It is anticipated that the bid package will be ready within 2 weeks from notice to proceed. These services will be included under the work order for the current WTP Clearwell Pump Station Replacement Project. Costs associated with the work described herein is $26,960, resulting in a revised total for the WTP Clearwell Pump Station Replacement Project of $244,618 and a revised contract total of $660,590. A breakdown of the fee is included in the attached spreadsheet.

We thank you for the opportunity to continue working with the City of Imperial on these critical projects. Should you have any questions, please contact me at (951) 686-1070.

Sincerely,
ALBERT A. WEBB ASSOCIATES

Shane Bloomfield, P.E.
Senior Engineer

Cc: Brian Knoll, WEBB

MANPOWER AND FEE ESTIMATE
CITY OF IMPERIAL

Proposal for Design Engineering Services for:
Filter Complex Pipe Corrosion

Task	Personnel Hours					Budget [1]
Description	Principal Engineer	Senior Engineer	Associate Engineer	Project Coordinator	Total Hours	Labor
Task 1 - Filter Complex Pipe Corrosion						$ 26,960
1.1 - Site Visit		6			6	$ 1,260
1.2 - As-built Review	2	4		1	7	$ 1,425
1.3 - Prepare Contract Documents	2	12	24	6	44	$ 7,730
1.4 - Bid Support	2	6	4	4	16	$ 2,800
1.5 - Construction Management	4	8	12	4	28	$ 5,120
1.B - Subcontractor - Inspection						$ 8,625
TOTAL BUDGET	10	36	40	15	101	$ 26,960

[1]The amounts indicated for each individual project task are estimated budget amounts and accordingly the actual amounts may be more or less than shown. However, the total budget will not be exceeded without written authorization from the City.

Agenda Item No. F-7

DATE SUBMITTED	01/11/2022	COUNCIL ACTION	(x)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	COMMUNITY DEVELOPMENT DIRECTOR	RESOLUTION	( )
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	01/19/2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	OM

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION:

2020 URBAN WATER MANAGEMENT PLAN

1. APPROVE RESOLUTION NO. 2022-04 ADOPTING THE 2020 URBAN WATER MANAGEMENT PLAN.
2. APPROVE RESOLUTION NO. 2022-05 ADOPTING A WATER SHORTAGE CONTINGENCY PLAN

DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT

BACKGROUND/SUMMARY:

The California Legislature enacted Assembly Bill 797 (Water Code Section 10610 et seq.), known as the Urban Water Management Planning Act, mandates that every supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually, prepare an Urban Water Management Plan (UWMP) every five (5) years, the primary objective of which is to plan for the conservation and efficient use of water. Requirements of the content of an UWMP are set forth in statutory law with specific long-term resource planning responsibilities to ensure adequate water supplies to meet existing and future needs. The City retained the services of West & Associates Engineering, Inc. to prepare the UWMP update. The UWMP evaluated the sources of water supply, efficiency of the water treatment process and water demand management activities. It evaluated the system's capacity to provide water during normal water supply years and times of drought. Legislative changes in 2009 also require water agencies to reduce 20% per capita water usage. Based on data for gross water usage during the past 10 years, the UWMP establishes the baseline water usage at 212 gallons per capita per day (gpcd). The UWMP establishes a year 2020 target of 200 gpcd based on the 95-percent Regional 2020 goals. In 2010, the City's water usage was at 181gpcd which already complies with the 2020 goal. This is likely due the City's recent adoption of a tiered pricing system. The City will need to evaluate the UWMP annually to ensure that we stay below the 2020 target.

FISCAL IMPACT: NO FISCAL IMPACT	ADMIN SERVICES SIGN INITIALS: IA
STAFF RECOMMENDATION: Staff recommends: 1. Approval of Resolution Number 2022-04 adopting the 2020 Urban Water Management Plan. 2. Approval of Resolution Number 2022-05 adopting a Water Shortage Contingency Plan	DEPT. INITIALS: OM
MANAGER'S RECOMMENDATION: approve per staff recommendation	CITY MANAGER's INITIALS: OM

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

RESOLUTION NO. 2022-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL ADOPTING THE 2020 URBAN WATER MANAGEMENT PLAN

The City Council of the City of Imperial does hereby resolve as follows:

WHEREAS the City has therefore, prepared and circulated for public review a draft UWMP, and a properly noticed public hearing regarding said UWMP was held by the City Council on January 19, 2022, and

WHEREAS the California Legislature enacted Assembly Bill 797 (Water Code Section 10610 et seq.), known as the Urban Water Management Planning Act, during the 1983-1984 Regular Session, and as amended subsequently, which mandates that every supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually, prepare an Urban Water Management Plan (UWMP), the primary objective of which is to plan for the conservation and efficient use of water; and

WHEREAS the City is an urban supplier of water providing water, and

WHEREAS the UWMP shall be periodically reviewed at least once every five (5) years, and that the City shall make any amendments or changes to its plan which are indicated by the review; and

WHEREAS the UWMP must be adopted after public review and hearing, and filed with the California Department of Water Resources within thirty days of adoption; and

WHEREAS the City of Imperial shall file said UWMP with the California Department of Water Resources within 30 days of adoption;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial assembled in a regular Council Meeting on January 19, 2022, in City Council Chambers, to hereby agree as follows:

1. The City is in conformance with all applicable requirements of the Urban Water Management Planning Act;
2. The 2020 UWMP is hereby adopted and ordered filed with the City Clerk.;
3. This resolution shall be in full force and effect immediately upon its passage and adoption thereof;
4. The Council is hereby authorized and directed to file the 2020 UWMP with the California Department of Water Resources within 30 days after this date;

5. The project has been reviewed in accordance with the requirements set forth by the City of Imperial for implementation of the California Environmental Quality Act and the initial environmental assessment shows that there is no substantial evidence that the proposed project will have a significant impact on the environment.

The City Attorney is authorized to make minor typographical changes to this Resolution that does not change the substance of this Resolution;

I HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2022-04 as duly adopted by the City Council of the City of Imperial, at the regular meeting of the City Council, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

PASSED, ADOPTED AND APPROVED by the City Council of the City of Imperial, this 19th day of January 2022.

_____

Mayor, City Council

ATTEST:

_____

City Clerk

RESOLUTION NO. 2022-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL ADOPTING A WATER SHORTAGE CONTINGENCY PLAN

The City Council of the City of Imperial does hereby resolve as follows:

WHEREAS the City has therefore, prepared and circulated for public review a draft UWMP, and a properly noticed public hearing regarding said UWMP, held by the City Council on January 19, 2022, wherein the WSCP was also presented in the public hearing, and

WHEREAS the California Water Code Section 10632 requires every urban water supplier shall prepare and adopt a Water Shortage Contingency Plan (WSCP) as part of its Urban Water Management Plan (UWMP);

WHEREAS the City is an urban supplier of water providing water, and

WHEREAS the City of Imperial has prepared and adopted a UWMP under separate Resolution No. 2022-04.

WHEREAS State Senate Bill 606 passed in 2018 has amended the Water Code related to the requirements of WSCPs to include six standard stages for water shortages up to and beyond 50 percent;

WHEREAS the City has updated its WSCP in accordance with these changes in the Water Code, and said WSCP is included as part of the UWMP;

WHEREAS the conservation of water is critically important if the City of is to sustain itself; and the effective and equitable management of limited water supplies during a water shortage minimizes the impact on the people and the economy of the City of Imperial;

WHEREAS the City of is granted the authority by the State Water Code Section 350, Imperial City Code 7-4 and City Resolution No 2016-40 to declare a water supply shortage and to adopt by resolution regulations and restrictions on the delivery and consumption of water; and

WHEREAS the City of Imperial shall file said WSCP with the California Department of Water Resources within 30 days of adoption;

WHEREAS the City of Imperial urban water supplier shall make available the WSCP prepared pursuant to this article to its customers and any city or county within which it provides water supplies no later than 30 days after adoption of the WSCP;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial assembled in a regular Council Meeting on January 19, 2022, in City Council Chambers, to hereby agree as follows:

1. The City is in conformance with all applicable requirements of the Water Code
2. The WSCP is hereby adopted and ordered filed with the City Clerk.;
3. This resolution shall be in full force and effect immediately upon its passage and adoption thereof;
4. The Council is hereby authorized and directed to submit the WSCP along with UWMP to the California Department of Water Resources within 30 days after this date;
5. The project has been reviewed in accordance with the requirements set forth by the City of Imperial for implementation of the California Environmental Quality Act and the initial environmental assessment shows that there is no substantial evidence that the proposed project will have a significant impact on the environment.

The City Attorney is authorized to make minor typographical changes to this Resolution that does not change the substance of this Resolution;

I HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2022-05 as duly adopted by the City Council of the City of Imperial, at the regular meeting of the City Council, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

PASSED, ADOPTED AND APPROVED by the City Council of the City of Imperial, this 19th day of January 2022.

_____

Mayor, City Council

ATTEST:

_____

City Clerk

Agenda Item No. F-8

DATE SUBMITTED	1/12/22	COUNCIL ACTION	(X)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	PARKS	RESOLUTION	( )
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	01/19/22	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	cm

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: PURCHASE OF REPLACEMENT PLAYGROUND EQUIPMENT FOR SUNSET PARK AND JOSHUA PARK

1. APPROVE PURCHASE OF REPLACEMENT PLAYGROUND EQUIPMENT IN THE AMOUNT OF 17,714.81

DEPARTMENT INVOLVED: PARKS

BACKGROUND/SUMMARY:

Staff is requesting City Council's approval to purchase replacement equipment that has been damaged due to weathering, regular use and age. The components that are being replaced are 2 slides at Sunset park and 1 slide and bridge steps at Joshua park. A quote was provided by the manufacturer in the amount $17,714.81.

PLEASE SEE ATTACHED QUOTE

FISCAL IMPACT:

17,714.81 General Fund- Budgeted

FINANCE INITIALS

STAFF RECOMMENDATION: It is the department's recommendation for City Council to approve the purchase in the amount of 17,714.81

DEPT. INITIALS

MANAGER'S RECOMMENDATION:

CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

since 1979
dave bang associates inc.

Estimate

CA250103

To: **City of Imperial**
Attn: Tony Lopez
101 S 4th Street
Imperial, 92251

Estimate Date	Salesperson
01/10/2022	Alex Beron

Joshua Tree and Sunset Park Replacement Parts

Estimated Shipping Date	Shipped Via	FOB	Terms
14-16 Weeks	Truck - CA	Imperial	Net 30

Quantity	Description	Unit Price	Total Extended
	Mark For: Sunset Park		
1	Playworld # ZZPM3537 SLIDE- NUVO 360 SPIRAL SLIDE	$6,514.00	$6,514.00
1	Playworld # ZZUN3537 RETROFIT KIT- 360 SPIRAL SLIDE	$158.00	$158.00
2	Playworld #ZZYY4040, 12" Post Extension with Cap	$161.00	$322.00
1	Playworld # ZZCH3126 GLIDE SLIDE(48in DECK)	$1,766.00	$1,766.00
	Mark For: Joshua Park		
3	Playworld # BPL1150BEI CLIMBER - BASE PLASTIC -	$256.00	$768.00
18	Playworld # BAE0664 BOLT -3/8in-16 X 1in BUTTON HD	$0.91	$16.38
18	Playworld # BAE0665 BOLT - 3/8in-16 X 1-3/4in	$2.49	$44.82
36	Playworld # BAE0600 WASHER - 1in O.D. FLAT -	$0.18	$6.48
12	Playworld # BAE0663 NUT - 3/8in-16 X 7/16in BUTTON	$2.51	$30.12
1	Playworld # ZZPM3006 30in ROUND TUBE SLIDE ENTRANCE/ EXIT	$3,034.00	$3,034.00
2	Playworld # ZZUN3007 30in ROUND STRAIGHT TUBESECTION	$641.00	$1,282.00
1	Playworld # ZZUN3008 30in ROUND LEFT TUBE SECTION	$632.00	$632.00
1	Playworld # ZZUN3029 ROUND TUBE SLIDE SUPPORT LEG4ft	$265.00	$265.00
	Subtotal		$14,838.80
1	Shipping	$1,726.00	$1,726.00

THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS	**Subtotal**	$16,564.80
THANK YOU FOR THIS CHANCE TO ESTIMATE	**Tax (7.75%)**	$1,150.01
Dave Bang Associate, INC. IS PLEASED TO SUBMIT THE ABOVE ESTIMATE FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS, AND IS VALID FOR 30 DAYS. THEREAFTER, IT IS SUBJECT TO CHANGE WITHOUT NOTICE.	**Total**	$17,714.81

Accepted By
Print Name: _____ Signature: _____ Date: _____

PLEASE SIGN AND RETURN ONE COPY WHEN ORDERING.

THANK YOU!

Agenda Item No. G-1

DATE SUBMITTED	January 12, 2022	BOARD ACTION	(x)
		PUBLIC HEARING REQUIRED	( )
SUBMITTED BY	L Gutierrez	RESOLUTION	( )
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	January 19, 2022	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	(em

SUCCESSOR AGENCY BOARD AGENDA ITEM

SUBJECT:

DISCUSSION/ACTION: AUTHORIZE SUBMITTAL OF THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) FOR FISCAL YEAR 22/23.

Authorization to submit ROPS for the period of July 1, 2022 through June 30, 2023 to the DOF (Department of Finance).

DEPARTMENTINVOLVED: Administrative Services Department

BACKGROUND/SUMMARY:

On January 12, 2022 the County Oversight Board approved the attached ROPS schedule for the period of July 1, 2022 through June 30, 2023. The report is due to the Department of Finance by February 1, 2022. The schedule lists all of a redevelopment agency's monetary obligations that are "enforceable" within the meaning of the Dissolution Act and must include, for each obligation:

a. The obligation name;
b. Type of obligation
b. The payee;
c. A short description of the nature of the work, product, or service for which payment is to be made;
d. The amount of outstanding obligation; and
e. The requested funding amount of payment to be made.

The Successor Agency may only pay the obligations listed on the ROPS.

FISCAL IMPACT: ROPS Schedule is attached. F.O. INITIALS

STAFF RECOMMENDATION:
Approval to submit the attached ROPS 22-23 to DOF.

MANAGER'S RECOMMENDATION: MANAGER'S INITIALS OHM

MOTION:

SECONDED:	APPROVED	( )	REJECTED	( )
AYES:	DISAPPROVED	( )	DEFERRED	( )
NAYES:				
ABSENT:	REFERRED TO:			

Imperial

ROPS 2022-23 Annual

	Requested Funding for Obligations	22-23A Total	22-23B Total	ROPS Total
A	**Obligations Funded as Follows** (B+C+D)	**283,172**	**100,000**	**383,172**
B	Bond Proceeds	283,172	100,000	383,172
C	Reserve Balance	0	0	0
D	Other Funds	0	0	0
E	**Redevelopment Property Tax Trust Fund (RPTTF)** (F+G)	**1,250,416**	**432,516**	**1,682,932**
F	RPTTF	1,125,416	307,516	1,432,932
G	Administrative RPTTF	125,000	125,000	250,000
H	**Current Period Obligations** (A+E)	**1,533,588**	**532,516**	**2,066,104**

Imperial

ROPS 2022-23 Annual

Summary Detail Cash Balances Submission

Filter Export to

Item #	Obligation Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Total Outstanding Obligation	Total Requested Funding
3	Successor Agency Admin Fee	Admin Costs	09/17/2013	06/30/2015	City of Imperial Successor Agency	Per Section 34171 (b)	250,000	250,000
6	North Imperial Avenue Senior Apartments	Bond Funded Project - Pre-2011	03/27/2013	12/31/2015	EAH Housing Corporation	Bonds issued to fund projects Low Moderate Funds	383,172	383,172
30	2016 Series (A) Refunding Bonds	Bonds Issued On or Before 12/31/10	05/25/2016	12/01/2036	Computershare Corporate Trust formally Wells Fargo Bank, N.A.	Refunding of Bonds	4,695,000	422,900
31	2016 Series (B) Refunding Bonds	Bonds Issued On or Before 12/31/10	05/25/2016	12/01/2037	Computershare Corporate Trust formally Wells Fargo Bank, N.A.	Refunding of Bonds	12,175,000	993,632
32	2016 Series (A) Refunding Bonds	Fees	05/25/2016	12/01/2036	Computershare Corporate Trust formally Wells Fargo Bank, N.A.	Bond Trustee Fees	4,500	4,500
33	2016 Series (B) Refunding Bonds	Fees	05/25/2016	12/01/2037	Computershare Corporate Trust formally Wells Fargo Bank, N.A.	Bond Trustee Fees	4,500	4,500
34	2016 Series (A) Refunding Bonds	Fees	05/25/2016	12/01/2036	Urban Futures, Inc	Bond Continuing Disclosure Annual Report	3,700	3,700
35	2016 Series (B) Refunding Bonds	Fees	05/25/2016	12/01/2037	Urban Futures, Inc	Bond Continuing Disclosure Annual Report	3,700	3,700

RESOLUTION NO. OB 2022-01

A RESOLUTION OF THE COUNTY OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO CITY OF IMPERIAL REDEVELOPMENT AGENCY ADOPTING SCHEDULE 2022-2023 A & B RECOGNIZED OBLIGATION PAYMENT SCHEDULE

WHEREAS, the Oversight Board of the Successor Agency to City of Imperial Redevelopment Agency ("Oversight Board" as applicable) has been established to direct the Successor Agency to take certain actions to wind down the affairs of the Redevelopment Agency in accordance with the California Health and Safety Code; and

WHEREAS, the City of Imperial Redevelopment Agency ("Agency") was engaged in activities to execute and implement the Project Area No. 1 Redevelopment Plan and the Project Area No. 2 Redevelopment Plan (collectively, the "Redevelopment Plans") pursuant to the provisions of the California Community Redevelopment Law (Health and Safety Code § 33000 et seq.) ("CCRL") and

WHEREAS, as part of the 2011-12 State budget bill, the California Legislature enacted and the Governor signed, companion bill ABX1 26 requiring that each redevelopment agency be dissolved; and

WHEREAS, an action challenging the constitutionality of ABX1 26 and ABX1 27 was filed in the California Supreme Court by the California Redevelopment Association, the League of California Cities, and two individual cities; and

WHEREAS, on December 29, 2011, the Court upheld ABX1 26; and

WHEREAS, Health and Safety Code Section 34177 requires successor agencies to prepare and adopt on an annual basis, a "Recognized Obligation Payment Schedule" ("ROPS") that lists all obligations of the former redevelopment agency that are enforceable within the meaning of subdivision (d) of Section 34171; and

WHEREAS, on January 19, 2022, the City Council of the City of Imperial acting as the Successor Agency to the City of Imperial Redevelopment Agency will approve the Annual 2022-2023 Recognized Obligation Payment Schedule.

NOW, THEREFORE, BE IT RESOLVED, by the Oversight Board of Successor Agency to the City of Imperial Redevelopment Agency, does hereby resolve as follows:

Section 1. Recitals. The Recitals set forth above are true and correct and incorporated herein by reference.

Section 2. Adoption of a Recognized Obligation Payment Schedule. In order to enable the City of Imperial Successor Agency to strictly comply with ABX1 26, and based on the Recitals set forth above, the Oversight Board hereby adopts the Schedule

attached hereto as Exhibit "A" as the Last and Final Recognized Obligation Payment Schedule. Pursuant to Health & Safety Code Section 34173(e), the Successor Agency's liability, including, but not limited to, its liability for the obligations on the attached schedule is limited to the total sum of property tax revenues it received pursuant to Part 1.85 of ABX1 26.

Section 3. Implementation. The Oversight Board hereby establishes the Last and Final Recognized Obligation Payment Schedule, pursuant to Health & Safety Code Section 34180(g).

Section 4. Severability. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The Oversight Board hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

Section 5. The Oversight Board Secretary shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED at the meeting of the Oversight Board of the Successor Agency to City of Imperial Redevelopment Agency held this 12th day of January 2022.

_____
Chairperson,
Oversight Board of the Successor Agency to City of Imperial Redevelopment Agency

ATTEST:

_____
Blanca Acosta
Oversight Board Secretary