



Willows City Council Regular Meeting

August 13, 2024
Willows City Hall
6:00 PM

City Council
Gary Hansen, Mayor
Evan Hutson, Vice Mayor
Rick Thomas, Council Member
David Vodden, Council Member
Forrest Sprague, Council Member

City Manager
Marti Brown

City Clerk
Amos Hoover

201 North Lassen Street
Willows, CA 95988
(530) 934-7041

Agenda

Watch the Council meeting online via Zoom (Passcode 95988):

<https://us06web.zoom.us/j/84066669713?pwd=Wz4D7ok2eLXtba9F0sVwLw7aPmtTka.1>

Remote viewing of the City Council meeting for members of the public is provided for convenience only. In the event that the remote viewing connection malfunctions for any reason, the City Council reserves the right to conduct the meeting without remote viewing.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CHANGES TO THE AGENDA**
5. **PUBLIC COMMENT & CONSENT CALENDAR FORUM**

All matters on the Consent Calendar are considered routine and are approved by one motion and vote, unless Councilmembers or the City Manager first requests that a matter be removed for separate discussion and action. Individuals wishing to address the City Council concerning Consent Calendar items or regarding matters that are not already on the agenda are invited to make oral comments of up to three minutes at this time. Please address your comments to the Mayor and Councilmembers, and not to staff and/or the audience. By State law, the Council is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the City Council, please mail it to the City Clerk at 201 North Lassen Street, Willows, CA 95988 or email it to: ahoover@cityofwillows.org.

a. **Register Approval**

Recommended Action: Approve general checking, payroll, and direct deposit check registers.

Contact: Amos Hoover, City Clerk, ahoover@cityofwillows.org

b. **Minutes Approval**

Recommended Action: Approve the July 23, 2024, meeting minutes.

Contact: Amos Hoover, City Clerk, ahoover@cityofwillows.org

c. **Coastland Contract Amendment – FY 2024-25 Sewer Rehabilitation Project**

Recommended Action: Adopt a resolution authorizing the City Manager to execute a contract amendment to Coastland's Professional Service's Agreement to provide design services for the FY 2024-25 Sewer Rehabilitation Project.

Contact: Joe Bettencourt, Community Development & Services Director,
jbettencourt@cityofwillows.org

d. **Sycamore Park & Willows Mobility, Recreation and Beautification Project**

Recommended Action: Adopt a resolution authorizing the City Manager to execute a contract with Willdan to provide design services for the Willows Mobility, Recreation, and Beautification Project.

Contact: Joe Bettencourt, Community Development & Services Director,
jbettencourt@cityofwillows.org

6. **PUBLIC HEARING**

All matters in this section of the agenda are formal public hearings and will be acted on individually. Once the Mayor opens the public hearing, members of the public may request to speak. When you are called on by the Mayor, please state your name clearly for the audio recording. If you have any documentation that you would like to be distributed to the Council, please give it to the City Clerk for distribution.

a. **Appeal: File #UP-24-02/West Sycamore at North Plumas Streets**

Recommended Action: Conduct a Public Hearing to consider an Appeal (File#AP-24-02) submitted by Cristina Ocampo for Major Use Permit (File#UP-24-02) regarding a mobile food trailer located at the northeastern corner of West Sycamore and North Plumas Streets, identified by Assessor Parcel Number (APN): 002-161-001; and give direction to staff.

Contact: Joe Bettencourt, Community Development & Services Director,
jbettencourt@cityofwillows.org

7. **DISCUSSION & ACTION CALENDAR**

All matters in this section of the agenda are discussed and will be acted on individually. Individuals wishing to address the City Council concerning any of these items are invited to make oral comments of up to three minutes at this time. Please address your comments to the Mayor and Councilmembers, and not to staff and/or the audience. When the Mayor calls for public comment, please raise your hand to be acknowledged. While not required, the City requests that you please state your name clearly for the audio recording. By State law, the Council is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the City Council, please mail it to the City Clerk at 201 North Lassen Street, Willows, CA 95988 or email it to: ahover@cityofwillows.org.

a. **Appeal Hearing: 141 North Crawford Street, Confirmation of Cost of Abatement**

Recommended Action: Consider Mr. Chang Wang's appeal to the City Council's prior decision to place a lien on 141 North Crawford Street for the cost to abate the property in the amount of \$18,970.75.

Contact: Nathan Monck, Fire Chief, nmonck@cityofwillows.org

b. **FY 2023-24 Budget Report Summary (Period Ending June 30, 2024)**

Recommended Action: Receive and discuss the presentation of the FY 2023-24 Budget Report Summary. Provide staff direction as necessary.

Contact: Joanne Moore, Finance Director, jmoore@cityofwillows.org

8. **COMMENTS & REPORTS**

- a. Council Correspondence
- b. City Council Comments & Reports

c. City Manager's Report

9. ADJOURNMENT

This agenda was posted on August 8, 2024.

Amos Hoover

Amos Hoover, City Clerk

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall at 201 North Lassen Street in Willows or on the City's website at www.cityofwillows.org.

In compliance with the Americans with Disabilities Act, the City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). The public should contact the City Clerk's office at 934-7041 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City of Willows is an Equal Opportunity Provider.



PUBLIC COMMENT & CONSENT CALENDAR FORUM



	<u>PERIOD</u>		
	7/16/2024	TO	8/2/2024
Payroll	764	TO	837
Payroll Register	40943	TO	40951
Check Register	54644	TO	54732

APPROVAL DATE 8/13/2024

APPROVED _____



City of Willows

Payment Register

APPKT00251 - 7-16-24 CHECK RUN

01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number		Vendor Name	Total Vendor Amount	
1068		ANDY HEATH FINANCIAL SERV	2,475.00	
Payment Type		Payment Number	Payment Date	Payment Amount
Check		54644	07/16/2024	2,475.00
Payable Number	Description	Payable Date	Due Date	Discount Amount
20-43	FINANCIAL CONSULTING 6-21-24 TO 6-26-24	07/16/2024	07/16/2024	0.00
				Payable Amount
				2,475.00



City of Willows

Payment Register

APPKT00254 - PAYROLL AP CHECK RUN 07/18/24

01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount
1029	AFLAC- FLEX ONE	792.48

Payment Type	Payment Number			Payment Date	Payment Amount
Check	54645			07/18/2024	792.48
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000701	AFLAC DENTAL	07/05/2024	07/31/2024	0.00	107.66
INV0000702	AFLAC CANCER	07/05/2024	07/31/2024	0.00	108.88
INV0000703	AFLAC ACCIDENT	07/05/2024	07/05/2024	0.00	107.32
INV0000704	AFLAC STD	07/05/2024	07/31/2024	0.00	29.12
INV0000706	AFLAC HOSPITAL	07/05/2024	07/31/2024	0.00	29.06
INV0000707	AFLAC VISION	07/05/2024	07/31/2024	0.00	14.20
INV0000726	AFLAC DENTAL	07/19/2024	07/31/2024	0.00	107.66
INV0000727	AFLAC CANCER	07/19/2024	07/31/2024	0.00	108.88
INV0000728	AFLAC ACCIDENT	07/19/2024	07/19/2024	0.00	107.32
INV0000729	AFLAC STD	07/19/2024	07/31/2024	0.00	29.12
INV0000731	AFLAC HOSPITAL	07/19/2024	07/31/2024	0.00	29.06
INV0000732	AFLAC VISION	07/19/2024	07/31/2024	0.00	14.20

Vendor Number	Vendor Name	Total Vendor Amount
1194	CALIFORNIA STATE DISBURSE	162.92

Payment Type	Payment Number				Payment Date	Payment Amount
Check	54646				07/18/2024	162.92
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV0000733	CHILD SUPPORT	07/19/2024	07/19/2024	0.00	162.92	

Vendor Number	Vendor Name	Total Vendor Amount
1650	FIRE RISK MANAGEMENT SERVICES	20,603.80

Payment Type	Payment Number					Payment Date	Payment Amount
Check	54647					07/18/2024	20,603.80
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
INV0000711	MEDICAL	07/05/2024	07/31/2024	0.00	6,151.38		
INV0000712	MEDICAL	07/05/2024	07/31/2024	0.00	4,171.07		
INV0000736	MEDICAL	07/19/2024	07/31/2024	0.00	6,151.31		
INV0000737	MEDICAL	07/19/2024	07/31/2024	0.00	3,816.04		
INV0000746	MISTROT/ROBINETTE RETIREE INSURANCE	07/18/2024	07/18/2024	0.00	314.00		

Vendor Number	Vendor Name	Total Vendor Amount
1551	HUMANA DENTAL/VISION	1,273.86

Payment Type	Payment Number			Payment Date	Payment Amount
Check	54648			07/18/2024	1,273.86
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000709	DENTAL	07/05/2024	07/31/2024	0.00	346.56
INV0000710	DENTAL	07/05/2024	07/31/2024	0.00	214.52
INV0000714	VISION	07/05/2024	07/31/2024	0.00	47.79
INV0000715	VISION	07/05/2024	07/31/2024	0.00	28.13
INV0000734	DENTAL	07/19/2024	07/31/2024	0.00	346.56
INV0000735	DENTAL	07/19/2024	07/31/2024	0.00	214.52
INV0000739	VISION	07/19/2024	07/31/2024	0.00	47.72
INV0000740	VISION	07/19/2024	07/31/2024	0.00	28.06

Payment Register

APPKT00254 - PAYROLL AP CHECK RUN 07/18/24

Vendor Number		Vendor Name		Total Vendor Amount	
2223		UNITED PUBLIC EMPLOYEES A		256.41	
Payment Type		Payment Number		Payment Date	Payment Amount
Check		54649		07/18/2024	256.41
Payable Number		Description		Payable Date	Due Date
INV0000738		PUBLIC SAFETY DUES		07/19/2024	07/31/2024
				Discount Amount	Payable Amount
				0.00	256.41



City of Willows

Payment Register

APPKT00255 - CHECK RUN 7-19-24

Bank: Gen Chk - General Checking						
Vendor Number	Vendor Name	Total Vendor Amount				
	Void	0.00				
Payment Type	Payment Number	Payment Date	Payment Amount			
**Void Check	54655	07/19/2024	0.00			
Vendor Number	Vendor Name	Total Vendor Amount				
1014	ACCESS	92.87				
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	54650	07/19/2024	92.87			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
11008250	JULY 2024 SHREDDING	07/17/2024	07/17/2024	0.00	92.87	
Vendor Number	Vendor Name	Total Vendor Amount				
1026	AERIAL INSPECTION SERVICE	900.00				
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	54651	07/19/2024	900.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1223	AERIAL APPARATUS T-4 RE-INSPECT - FIRE	07/19/2024	07/19/2024	0.00	900.00	
Vendor Number	Vendor Name	Total Vendor Amount				
1027	AFFORDABLE COMPUTER SOLUT	105.00				
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	54652	07/19/2024	105.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
7445	MAINTENANCE - BROADBAND - LIBRARY	07/17/2024	07/17/2024	0.00	105.00	
Vendor Number	Vendor Name	Total Vendor Amount				
1052	AMAZON CAPITAL SERVICES	1,553.30				
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	54653	07/19/2024	1,553.30			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1KMW-69PJ-9N4X	MATERIALS - LIBRARY	07/17/2024	07/17/2024	0.00	362.23	
1R1Y-N49R-61HP	ZIP BOOKS - LIBRARY	07/17/2024	07/17/2024	0.00	1,191.07	
Vendor Number	Vendor Name	Total Vendor Amount				
1172	CALIFORNIA WATER SERVICE	4,993.10				
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	54654	07/19/2024	4,993.10			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
849167777-61924	SERVICE TO 6-19-24	07/17/2024	07/17/2024	0.00	4,993.10	
Vendor Number	Vendor Name	Total Vendor Amount				
1211	CASCADE FIRE EQUIPMENT	70.85				
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	54656	07/19/2024	70.85			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV12632	REPAIRS - FIRE	07/19/2024	07/19/2024	0.00	70.85	

Payment Register

APPKT00255 - CHECK RUN 7-19-24

Vendor Number 1261	Vendor Name COMCAST CABLE					Total Vendor Amount 157.69
Payment Type Check	Payment Number 54657		Payment Date 07/19/2024	Payment Amount 157.69		
Payable Number 815560029011619661424	Description SERVICES 6-19-24 TO 7-18/24 - FIRE	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 157.69	
Vendor Number 1303	Vendor Name CVCWA					Total Vendor Amount 3,350.00
Payment Type Check	Payment Number 54658		Payment Date 07/19/2024	Payment Amount 3,350.00		
Payable Number 2425-50-G	Description ASSOCIATION DUES JULY 2024 TO JUNE 2025	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 3,350.00	
Vendor Number 1463	Vendor Name GANDY-STALEY OIL CO.					Total Vendor Amount 1,811.12
Payment Type Check	Payment Number 54659		Payment Date 07/19/2024	Payment Amount 1,811.12		
Payable Number 222499	Description FUEL - PUBLIC WORKS - SEWER	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 990.99	
Payable Number 222500	Description FUEL - PUBLIC WORKS - SEWER	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 820.13	
Vendor Number 1566	Vendor Name INFRAMARK, LLC					Total Vendor Amount 57,142.44
Payment Type Check	Payment Number 54660		Payment Date 07/19/2024	Payment Amount 57,142.44		
Payable Number 127807	Description JULY 2024 SERVICES	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 57,142.44	
Vendor Number 2431	Vendor Name JANA BABER					Total Vendor Amount 71.35
Payment Type Check	Payment Number 54661		Payment Date 07/19/2024	Payment Amount 71.35		
Payable Number JB-71924	Description REIMBURSEMENT - JUMPSTART SNACKS	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 71.35	
Vendor Number 1606	Vendor Name JEREMY'S PEST STOMPERS					Total Vendor Amount 95.00
Payment Type Check	Payment Number 54662		Payment Date 07/19/2024	Payment Amount 95.00		
Payable Number 71247	Description JULY 2024 SERVICE - FIRE	Payable Date 07/19/2024	Due Date 07/19/2024	Discount Amount 0.00	Payable Amount 40.00	
Payable Number 742410	Description JULY 2024 SERVICE - CIVIC CENTER	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 55.00	
Vendor Number 1680	Vendor Name LANNIE'S SEPTIC TANK SERV					Total Vendor Amount 434.37
Payment Type Check	Payment Number 54663		Payment Date 07/19/2024	Payment Amount 434.37		
Payable Number 26070	Description PORTABLE TOILET RENT & SERVICE - PARKS	Payable Date 07/18/2024	Due Date 07/18/2024	Discount Amount 0.00	Payable Amount 144.79	
Payable Number 26105	Description PORTABLE TOILET RENT & SERVICE - POOL	Payable Date 07/18/2024	Due Date 07/18/2024	Discount Amount 0.00	Payable Amount 289.58	
Vendor Number 1770	Vendor Name MENDES SUPPLY COMPANY					Total Vendor Amount 75.08
Payment Type Check	Payment Number 54664		Payment Date 07/19/2024	Payment Amount 75.08		
Payable Number R072666A	Description JANITORIAL SUPPLIES - CIVIC CENTER	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 75.08	

Payment Register

APPKT00255 - CHECK RUN 7-19-24

Vendor Number 1792	Vendor Name MJB WELDING SUPPLY, INC.					Total Vendor Amount 51.60
Payment Type Check	Payment Number 54665					Payment Date 07/19/2024
Payable Number 0001483710	Description ACETYLENE CYL RENT - PUBLIC WORKS	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 51.60	
Vendor Number 2312	Vendor Name NAPA AUTO PARTS					Total Vendor Amount 817.82
Payment Type Check	Payment Number 54666					Payment Date 07/19/2024
Payable Number 687022	Description TOOLS - FIRE	Payable Date 07/19/2024	Due Date 07/19/2024	Discount Amount 0.00	Payable Amount 62.17	
687027	REPAIRS - ENGINE 3 - FIRE	07/19/2024	07/19/2024	0.00	754.42	
687592	SMALL TOOLS - FIRE	07/19/2024	07/19/2024	0.00	1.23	
Vendor Number 1822	Vendor Name NATIONAL FIRE SYSTEMS, IN					Total Vendor Amount 332.18
Payment Type Check	Payment Number 54667					Payment Date 07/19/2024
Payable Number 601736	Description KITCHEN REPAIRS - FIRE	Payable Date 07/19/2024	Due Date 07/19/2024	Discount Amount 0.00	Payable Amount 332.18	
Vendor Number 1829	Vendor Name NCCSIF					Total Vendor Amount 12,822.25
Payment Type Check	Payment Number 54668					Payment Date 07/19/2024
Payable Number 2889	Description FY 24-25 - JULY 2024	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 12,822.25	
Vendor Number 1852	Vendor Name NORTHERN CALIF. GLOVES					Total Vendor Amount 119.63
Payment Type Check	Payment Number 54669					Payment Date 07/19/2024
Payable Number 01569709	Description LATEX GLOVES - PUBLIC WORKS	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 119.63	
Vendor Number 1855	Vendor Name NORTHNET LIBRARY SYSTEM					Total Vendor Amount 2,661.00
Payment Type Check	Payment Number 54670					Payment Date 07/19/2024
Payable Number 2244	Description CALPERS NSCLS FUNDED COST SHARE FY24-25 LIBRARY	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 2,026.00	
2284	NLS MEMBERSHIP FEES FY 24-25 - LIBRARY	07/17/2024	07/17/2024	0.00	635.00	
Vendor Number 1143	Vendor Name PEDRO BOBADILLA					Total Vendor Amount 576.92
Payment Type Check	Payment Number 54671					Payment Date 07/19/2024
Payable Number 071924PB	Description RECREATION SERVICES 7-6-24 TO 7-19-24	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 576.92	
Vendor Number 1917	Vendor Name PG & E					Total Vendor Amount 50.13
Payment Type Check	Payment Number 54672					Payment Date 07/19/2024
Payable Number 17735537957-070324	Description SERVICE TO 7-2-24	Payable Date 07/17/2024	Due Date 07/17/2024	Discount Amount 0.00	Payable Amount 50.13	

Payment Register

APPKT00255 - CHECK RUN 7-19-24

Vendor Number	Vendor Name						Total Vendor Amount
2041	SACRAMENTO VALLEY MIRROR						128.80
Payment Type	Payment Number						Payment Date Payment Amount
Check	54673						07/19/2024 128.80
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
2300-A	LEGAL AD FOR COUNCIL MEMBERS ELECTION - CITY COU	07/17/2024	07/17/2024	0.00	64.40		
2300-B	LEGAL AD PHN USE PERMIT #UP-24-02 OCAMPO - PLANN	07/17/2024	07/17/2024	0.00	64.40		

Vendor Number	Vendor Name						Total Vendor Amount
2395	US BANK CORPORATE PAYMENT SYSTEMS						3,245.89
Payment Type	Payment Number						Payment Date Payment Amount
Check	54674						07/19/2024 3,245.89
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
BETTENCOURT62424-01	AMAZON - BASEBALL BASE ANCHORS - PARKS & MAINT	07/18/2024	07/18/2024	0.00	127.91		
MEZA62424-01	WALMART - OFFICE SUPPLIES - LIBRARY	07/18/2024	07/18/2024	0.00	105.73		
MEZA62424-02	DOLLAR TREE - SUPPLIES - CHILDREN SERVICES - LIB	07/18/2024	07/18/2024	0.00	28.15		
MONCK62424-01	AMERICAN RED CROSS - CPR CARDS - FIRE	07/18/2024	07/18/2024	0.00	38.00		
MONCK62424-02	GCOE - LIVE SCANS - FIRE	07/19/2024	07/19/2024	0.00	176.00		
MONCK62424-03	AMERICAN RED CROSS - CPR CARDS - FIRE	07/19/2024	07/19/2024	0.00	190.00		
MONCK62424-04	GCOE - LIVE SCANS - FIRE	07/19/2024	07/19/2024	0.00	207.00		
MONCK62424-05	SSV - EMR CARD - FIRE	07/19/2024	07/19/2024	0.00	39.00		
MONCK62424-06	BUTTE COLLEGE - ARSON CLASS - FIRE	07/19/2024	07/19/2024	0.00	125.00		
MONCK62424-07	ZIPS - E-2 DOOR PARTS - FIRE	07/19/2024	07/19/2024	0.00	101.83		
MONCK62424-08	MAJORS - ARSON CLASS - AMMUNITION - FIRE	07/19/2024	07/19/2024	0.00	547.65		
MONCK62424-09	SSV - EMR CARDS - FIRE	07/19/2024	07/19/2024	0.00	39.00		
PFYL62424-01	PAYLESS BUILD SUPPLY-LUMBER - SOFTBALL REPAIR	07/18/2024	07/18/2024	0.00	1,481.33		
PFYL62424-02	DONUT WHEEL - CITY TRASH DAY - PUBLIC WORKS	07/18/2024	07/18/2024	0.00	39.29		

Vendor Number	Vendor Name						Total Vendor Amount
2233	US BANK ST. PAUL CM-9703						125.00
Payment Type	Payment Number						Payment Date Payment Amount
Check	54675						07/19/2024 125.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
14310330	BASE FEE - INVESTMENT ACCOUNT	07/17/2024	07/17/2024	0.00	125.00		

Vendor Number	Vendor Name						Total Vendor Amount
2248	VERIZON WIRELESS						402.92
Payment Type	Payment Number						Payment Date Payment Amount
Check	54676						07/19/2024 402.92
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
9967613222	JUNE 2024 SERVICE	07/19/2024	07/19/2024	0.00	402.92		

Vendor Number	Vendor Name						Total Vendor Amount
2433	VESTIS						317.02
Payment Type	Payment Number						Payment Date Payment Amount
Check	54677						07/19/2024 317.02
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
5066624317	UNIFORM SERVICE - PUBLIC WORKS	07/17/2024	07/17/2024	0.00	158.51		
5066629694	UNIFORM SERVICE - PUBLIC WORKS	07/17/2024	07/17/2024	0.00	158.51		

Vendor Number	Vendor Name						Total Vendor Amount
2284	WILLDAN						5,735.00
Payment Type	Payment Number						Payment Date Payment Amount
Check	54678						07/19/2024 5,735.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
010-58975	SERVICES RENDERED THROUGH 6-30-24 - PLANNING	07/17/2024	07/17/2024	0.00	5,735.00		

Payment Register

APPKT00255 - CHECK RUN 7-19-24

Vendor Number	Vendor Name						Total Vendor Amount
2295	WILLOWS ACE HARDWARE						759.43
Payment Type	Payment Number					Payment Date	Payment Amount
Check	54679					07/19/2024	759.43
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
111505	GARAGE SUPPLIES - PUBLIC WORKS	07/18/2024	07/18/2024	0.00	16.08		
111915	REPAIRS - RENTAL - 139 N LASSEN - PW	07/17/2024	07/17/2024	0.00	10.71		
111939	SUPPLIES - JENSEN PARK - PUBLIC WORKS	07/17/2024	07/17/2024	0.00	10.27		
111964	PLUMBING SUPPLIES - LEAK - JENSEN PARK - PW	07/17/2024	07/17/2024	0.00	14.65		
112012	LOCK & KEYS - CIVIC CENTER	07/17/2024	07/17/2024	0.00	38.53		
112014	SUPPLIES - JENSEN ROSE GARDEN - PW	07/17/2024	07/17/2024	0.00	25.05		
112789	SPRINKLERS - JENSEN PARK -PARKS & MAIT	07/18/2024	07/18/2024	0.00	579.15		
112816	PAINT - SOFTBALL FIELD REPAIRS	07/18/2024	07/18/2024	0.00	31.82		
112842	SPRINKLER SUPPLIES - SOFTBALL FIELD REPAIRS	07/18/2024	07/18/2024	0.00	33.17		

Vendor Number	Vendor Name					Total Vendor Amount
2291	WILLOWS CHRISTIAN CHURCH					500.00
Payment Type	Payment Number					Payment Date Payment Amount
Check	54680					07/19/2024 500.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
JUMPSTART24	JULY 2024 CLASSROOM USE - JUMSTART - REC DEPT	07/17/2024	07/17/2024	0.00	500.00	

Vendor Number	Vendor Name					Total Vendor Amount
2282	WILLOWS HARDWARE, INC.					45.30
Payment Type	Payment Number				Payment Date	Payment Amount
Check	54681				07/19/2024	45.30
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
327061	KEYS - OFFICE - PUBLIC WORKS	07/17/2024	07/17/2024	0.00	23.87	
328403	PIPE FITTINGS - RENTAL - 139 N LASSEN - PW	07/17/2024	07/17/2024	0.00	21.43	



City of Willows

Payment Register

APPKT00257 - CHECK RUN 7-22-24

01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount			
1103	BAKER & TAYLOR BOOKS	64.37			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	54682	07/22/2024	64.37		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
2038372248	NEW BOOKS - LIBRARY	07/22/2024	07/22/2024	0.00	64.37

Vendor Number	Vendor Name	Total Vendor Amount			
2439	DANNY YANG	69.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	54683	07/22/2024	69.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
DY072224	REIMBURSEMENT - LIVE SCAN VOLUNTEER - FIRE	07/22/2024	07/22/2024	0.00	69.00

Vendor Number	Vendor Name	Total Vendor Amount			
2432	IMPERIAL COUNTY OFFICE OF EDUCATION	2,094.18			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	54684	07/22/2024	2,094.18		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV24-00470	1-24 TO 3-24 BROADBAND INTERNET - LIBRARY	07/22/2024	07/22/2024	0.00	2,094.18

Vendor Number	Vendor Name	Total Vendor Amount			
2284	WILLDAN	4,150.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	54685	07/22/2024	4,150.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
010-58420	APRIL 2024 MASTER FEE SCH - SERVICES THROUGH 4-26	07/22/2024	07/22/2024	0.00	4,150.00



City of Willows

Payment Register

APPKT00267 - PAYROLL AP CHECKS 08/01/24

01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount			
1194	CALIFORNIA STATE DISBURSE	162.92			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	54687	08/01/2024	162.92		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000754	CHILD SUPPORT	08/02/2024	08/02/2024	0.00	162.92

Vendor Number	Vendor Name	Total Vendor Amount			
2223	UNITED PUBLIC EMPLOYEES A	256.41			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	54688	08/01/2024	256.41		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000759	PUBLIC SAFETY DUES	08/02/2024	08/31/2024	0.00	256.41



City of Willows

Payment Register

APPKT00268 - 8-2-24 CHECK RUN

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount	
	Void	0.00	
Payment Type	Payment Number	Payment Date	Payment Amount
**Void Check	54694	08/02/2024	0.00
**Void Check	54696	08/02/2024	0.00
**Void Check	54715	08/02/2024	0.00
**Void Check	54716	08/02/2024	0.00
**Void Check	54717	08/02/2024	0.00
**Void Check	54729	08/02/2024	0.00

Vendor Number	Vendor Name					Total Vendor Amount
1004	3CORE					750.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54689			08/02/2024	750.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1806	JUNE 2024 RUMIANO LOAN MNGMNT - QTR END & YR EI	07/29/2024	07/29/2024	0.00	750.00	

Vendor Number	Vendor Name					Total Vendor Amount
1008	A.T.& T.					1,121.99
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54690			08/02/2024	1,121.99	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
000022022250	BAN - 9391061606 6-19-24 TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	73.18	
000022022253	BAN - 9391061610 6-19-24 TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	248.89	
000022022255	BAN - 9391061615 6-19-24 TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	152.11	
000022022256	BAN - 9391061616 6-19-24 TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	287.98	
000022022257	BAN - 9391061617 6-19-24 TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	29.77	
000022022258	BAN - 9391061620 6-19-24- TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	214.62	
000022022259	BAN - 9391061621 6-18-24 TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	28.21	
000022022260	BAN - 9391061623 6-19-24 TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	59.02	
000022022261	BAN - 9391061624 6-19-24 TO 7-18-24 SERVICE	07/29/2024	07/29/2024	0.00	28.21	

Vendor Number	Vendor Name					Total Vendor Amount
2350	AMOS HOOVER					3,472.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54691			08/02/2024	3,472.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
002	ADMIN SERVICES & REIMB FOR VOTER REG	07/30/2024	07/30/2024	0.00	3,472.50	

Vendor Number	Vendor Name					Total Vendor Amount
1068	ANDY HEATH FINANCIAL SERV					4,042.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54692			08/02/2024	4,042.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
20-44	FINANCIAL CONSULTING 7-12-24 TO 7-28-24	07/31/2024	07/31/2024	0.00	4,042.50	

Vendor Number	Vendor Name					Total Vendor Amount
1172	CALIFORNIA WATER SERVICE					5,437.58
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54693			08/02/2024	5,437.58	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1053836442-71124	SERVICE TO 7-10-24	07/29/2024	07/29/2024	0.00	106.71	

Payment Register

APPKT00268 - 8-2-24 CHECK RUN

[849167777-71624](#)

SERVICE TO 7-15-24

07/29/2024

07/29/2024

0.00

5,330.87

Vendor Number	Vendor Name	Total Vendor Amount
1255	COASTLAND CIVIL ENGINEERI	45,783.75

Payment Type	Payment Number	Payment Date	Payment Amount
Check	54695	08/02/2024	45,783.75

Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
59536	725XXX SEWER RATES FOR FY24-25 - ENG	07/31/2024	07/31/2024	0.00	963.75
59539	72-4441-133 N SONOMA ST - PERMIT #5187 SOLAR & BA	07/31/2024	07/31/2024	0.00	65.00
59569	72-4441-660 N MURDOCK AVE PERMIT #5197 SOLAR & B	07/31/2024	07/31/2024	0.00	357.50
59570	72-4441-1301 N HUMBOLDT ST PERMIT #5192 TACO BEL	07/31/2024	07/31/2024	0.00	1,173.75
59571	724611 JACK IN THE BOX DEVELOPMENT - 1240 WOOD S	07/31/2024	07/31/2024	0.00	261.25
59578	724962 337 N LASSEN DEVELOPMENT	08/01/2024	08/01/2024	0.00	1,196.25
59582	725024 WILLOWS ENCROACHMENT PERMITS	08/01/2024	08/01/2024	0.00	2,532.50
59608	725150 LIFT STATION REHAB PROJECT	08/01/2024	08/01/2024	0.00	2,145.00
59609	725158 SYCAMORE PARK CCLGP FUNDED PROJECT	08/01/2024	08/01/2024	0.00	1,608.75
59610	725155 FY23-24 ANNUAL SIDEWALK MAINT PROJECT	08/01/2024	08/01/2024	0.00	1,580.00
59611	725086 WILLOWS CITY ENGINEERING FY23-24	08/01/2024	08/01/2024	0.00	4,068.75
59612	725182 WILLOWS LLAD FY 2024-25	08/01/2024	08/01/2024	0.00	527.50
59618	72-4949 WILLOWS FY 22-23 PAVEMENT PRJ CM & INSPEI	08/01/2024	08/01/2024	0.00	28,568.75
59696	72-4441 BUILDING DEPT SERVICES FY 23-24 - ENG	07/31/2024	07/31/2024	0.00	735.00

Vendor Number	Vendor Name	Total Vendor Amount
1261	COMCAST CABLE	157.69

Payment Type	Payment Number	Payment Date	Payment Amount
Check	54697	08/02/2024	157.69

Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
8155600290116196-71424	SERVICES 7-19-24 TO 8-18-24 - FIRE	07/29/2024	07/29/2024	0.00	157.69

Vendor Number	Vendor Name	Total Vendor Amount
1275	CORBIN WILLITS SYSTEMS	518.96

Payment Type	Payment Number	Payment Date	Payment Amount
Check	54698	08/02/2024	518.96

Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
000C407151	JULY 2024 SERVICE - FINANCE	07/29/2024	07/29/2024	0.00	518.96

Vendor Number	Vendor Name	Total Vendor Amount
1277	CORNING LUMBER WILLOWS	7.04

Payment Type	Payment Number	Payment Date	Payment Amount
Check	54699	08/02/2024	7.04

Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
2407-047033	CONCRETE MIX - JENSEN PARK FENCE - PUBLIC WORKS	07/29/2024	07/29/2024	0.00	7.04

Vendor Number	Vendor Name	Total Vendor Amount
1308	DAHLMEIER INSURANCE AGENC	13,826.00

Payment Type	Payment Number	Payment Date	Payment Amount
Check	54700	08/02/2024	13,826.00

Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
4706307	INLAND MARINE - PLCY #QT 660 8T537610 TIL24 24-25	08/01/2024	08/01/2024	0.00	13,826.00

Vendor Number	Vendor Name	Total Vendor Amount
1424	FASTRAK INVOICE PROCESSIN	7.00

Payment Type	Payment Number	Payment Date	Payment Amount
Check	54701	08/02/2024	7.00

Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
1712272976775	LICENSE PLATE - CA 1528986 - FORD - FIRE	07/30/2024	07/30/2024	0.00	7.00

Payment Register

APPKT00268 - 8-2-24 CHECK RUN

Vendor Number	Vendor Name					Total Vendor Amount
1467	GAYNOR TELESYSTEMS, INC.					740.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54702			08/02/2024	740.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV000044517	ASSISTANCE WITH PHONE TREE - CIVIC CENTER	07/29/2024	07/29/2024	0.00	300.00	
SWA3978-24/25	JULY - DECEMBER 2024 PHONE SERVICE	07/29/2024	07/29/2024	0.00	440.00	
Vendor Number	Vendor Name					Total Vendor Amount
1499	GLENN COUNTY TAX COLLECTO					567.21
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54703			08/02/2024	567.21	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
ASTM860-000-128-000	145 N LASSEN ST - TAX PAYMENT FY 24-25	07/29/2024	07/29/2024	0.00	359.21	
ASTM860-000-129-000	139 N LASSEN ST - TAX PAYMENT FY 24-25	07/29/2024	07/29/2024	0.00	208.00	
Vendor Number	Vendor Name					Total Vendor Amount
1566	INFRAMARK, LLC					56,811.84
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54704			08/02/2024	56,811.84	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
74250	APRIL 2024 SERVICES	07/31/2024	07/31/2024	0.00	56,811.84	
Vendor Number	Vendor Name					Total Vendor Amount
2441	JENNIFER BORGMAN					350.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54705			08/02/2024	350.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
24-037	CITY FINANCE EDUCATION PLAN -CM	07/30/2024	07/30/2024	0.00	350.00	
Vendor Number	Vendor Name					Total Vendor Amount
1665	KNIFE RIVER CONSTRUCTION					331.45
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54706			08/02/2024	331.45	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
305222	WET PATCH - STREETS - PUBLIC WORKS	07/29/2024	07/29/2024	0.00	331.45	
Vendor Number	Vendor Name					Total Vendor Amount
1680	LANNIE'S SEPTIC TANK SERV					144.79
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54707			08/02/2024	144.79	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
26142	PORTABLE TOILET RENT & SERVICE - PARK - PW	08/01/2024	08/01/2024	0.00	144.79	
Vendor Number	Vendor Name					Total Vendor Amount
1760	MATSON & ISOM TECHNOLOGY					4,865.93
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54708			08/02/2024	4,865.93	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0026351-IN	MICROSOFT 365 ADDITIONAL LICENSE	08/01/2024	08/01/2024	0.00	46.93	
93990	JULY 2024 IT SERVICES - CITYWIDE	07/29/2024	07/29/2024	0.00	4,819.00	
Vendor Number	Vendor Name					Total Vendor Amount
2312	NAPA AUTO PARTS					58.97
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54709			08/02/2024	58.97	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
687977	ACW DIGITAL TRIGGER - PARKS - PUBLIC WORKS	07/29/2024	07/29/2024	0.00	69.70	
688023	CORE DEPOSIT RETURN - PARKS - PUBLIC WORKS	07/29/2024	07/29/2024	0.00	-10.73	

Payment Register

APPKT00268 - 8-2-24 CHECK RUN

Vendor Number	Vendor Name					Total Vendor Amount
1829	NCCSIF					214,574.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54710			08/02/2024	214,574.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2867	FY 24-25 GENERAL LIBAILITY INSURANCE	07/29/2024	07/29/2024	0.00	214,574.00	

Vendor Number	Vendor Name					Total Vendor Amount
1832	NEXGEN UTILITY MANAGEMENT					74,583.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54711			08/02/2024	74,583.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
4433	LIFT STATION REHAB PROJECT - SEWER	07/31/2024	07/31/2024	0.00	74,583.00	

Vendor Number	Vendor Name					Total Vendor Amount
2373	ODP BUSINESS SOLUTIONS					318.88
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54712			08/02/2024	318.88	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
375922505001	OFFICE SUPPLIES - GENERAL OFFICE	07/29/2024	07/29/2024	0.00	199.30	
377901615001	OFFICE SUPPLIES - GENERAL OFFICE	07/29/2024	07/29/2024	0.00	119.58	

Vendor Number	Vendor Name					Total Vendor Amount
1143	PEDRO BOBADILLA					576.92
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54713			08/02/2024	576.92	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
080224PB	RECREATION SERVICES 7-20-24 TO 8-2-24	07/29/2024	07/29/2024	0.00	576.92	

Vendor Number	Vendor Name					Total Vendor Amount
1917	PG & E					18,698.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54714			08/02/2024	18,698.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0939281537-0-71424	SERVICE TO 7-14-24	07/29/2024	07/29/2024	0.00	18,698.00	

Vendor Number	Vendor Name					Total Vendor Amount
2332	PRENTICE LONG, PC					20,645.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54718			08/02/2024	20,645.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
6796	JUNE 2024 SERVICES RENDERED	07/29/2024	07/29/2024	0.00	9,165.00	
6797	JUNE 2024 N YOLO ST RECEIVERSHIP	07/29/2024	07/29/2024	0.00	133.00	
6798	JUNE 2024 - LABOR NEGOTIATIONS	07/29/2024	07/29/2024	0.00	1,178.00	
6841	SERVICES RENDERED THROUGH 7-26-24	08/01/2024	08/01/2024	0.00	9,165.00	
6842	N YOLO ST RECEIVERSHIP JULY 2024	08/01/2024	08/01/2024	0.00	1,004.00	

Vendor Number	Vendor Name					Total Vendor Amount
2390	QUENCH USA, INC					223.08
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54719			08/02/2024	223.08	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV07725697	AUGUST 2024 WATER SERVICE - CIVIC CENTER	07/29/2024	07/29/2024	0.00	63.28	
INV07811280	WORK ORDER - WATER SERVICE	07/31/2024	07/31/2024	0.00	159.80	

Vendor Number	Vendor Name					Total Vendor Amount
1978	REGIONAL GOVERNMENT SERVI					225.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	54720			08/02/2024	225.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
17126	JUNE 2024 HR - PAYROLL ASSISTANCE - FINANCE	07/29/2024	07/29/2024	0.00	225.00	

Payment Register

APPKT00268 - 8-2-24 CHECK RUN

Vendor Number 2041	Vendor Name SACRAMENTO VALLEY MIRROR					Total Vendor Amount 55.20	
Payment Type Check	Payment Number 54721					Payment Date 08/02/2024	Payment Amount 55.20
Payable Number 2311	Description WEED ABATEMENT, PROTEST, COSTS, & LIENS - CITYWID	Payable Date 07/29/2024	Due Date 07/29/2024	Discount Amount 0.00	Payable Amount 55.20		
Vendor Number 2044	Vendor Name SAFETY TIRE SERVICE					Total Vendor Amount 1,594.11	
Payment Type Check	Payment Number 54722					Payment Date 08/02/2024	Payment Amount 1,594.11
Payable Number 61879	Description 2014 INT REPAIR - STREETS - PUBLIC WORKS	Payable Date 07/30/2024	Due Date 07/30/2024	Discount Amount 0.00	Payable Amount 992.12		
Payable Number 61891	Description TRAILER TIRES - FREEDOM HAUL - PARKS - PUBLIC WORK	Payable Date 07/29/2024	Due Date 07/29/2024	Discount Amount 0.00	Payable Amount 601.99		
Vendor Number 2334	Vendor Name STREAM IT NETWORKS LLC					Total Vendor Amount 85.00	
Payment Type Check	Payment Number 54723					Payment Date 08/02/2024	Payment Amount 85.00
Payable Number 2024-08000057	Description AUGUST 2024 INTERNET - PUBLIC WORKS	Payable Date 08/01/2024	Due Date 08/01/2024	Discount Amount 0.00	Payable Amount 85.00		
Vendor Number 2132	Vendor Name SUN LIFE FINANCIAL					Total Vendor Amount 1,076.49	
Payment Type Check	Payment Number 54724					Payment Date 08/02/2024	Payment Amount 1,076.49
Payable Number 5487105-0001-72424	Description JULY 2024 INSURANCE - GAP	Payable Date 07/29/2024	Due Date 07/29/2024	Discount Amount 0.00	Payable Amount 1,076.49		
Vendor Number 1439	Vendor Name THE FIRST CHOICE COFFEE S					Total Vendor Amount 45.00	
Payment Type Check	Payment Number 54725					Payment Date 08/02/2024	Payment Amount 45.00
Payable Number 1586	Description AUGUST 2024 WATER FILTRATION - FIRE	Payable Date 07/29/2024	Due Date 07/29/2024	Discount Amount 0.00	Payable Amount 45.00		
Vendor Number 2207	Vendor Name TYLER TECHNOLOGIES, INC					Total Vendor Amount 5,002.50	
Payment Type Check	Payment Number 54726					Payment Date 08/02/2024	Payment Amount 5,002.50
Payable Number 025-472651	Description ERP PRO UTILITES - BUILDING PERMITS	Payable Date 07/29/2024	Due Date 07/29/2024	Discount Amount 0.00	Payable Amount 1,812.50		
Payable Number 025-474088	Description ERP PRO UTILITIES - BUILDING PERMITS	Payable Date 07/30/2024	Due Date 07/30/2024	Discount Amount 0.00	Payable Amount 3,190.00		
Vendor Number 2217	Vendor Name UNDERGROUND SERVICE ALERT					Total Vendor Amount 867.20	
Payment Type Check	Payment Number 54727					Payment Date 08/02/2024	Payment Amount 867.20
Payable Number 1327202024	Description 2024 MEMBERSHIP - PUBLIC WORKS	Payable Date 07/30/2024	Due Date 07/30/2024	Discount Amount 0.00	Payable Amount 867.20		
Vendor Number 2395	Vendor Name US BANK CORPORATE PAYMENT SYSTEMS					Total Vendor Amount 3,704.97	
Payment Type Check	Payment Number 54728					Payment Date 08/02/2024	Payment Amount 3,704.97
Payable Number BETTENCOURT72224-01	Description R&R PRODUCTS - PARTS FOR MOWER - PARKS -PW	Payable Date 08/01/2024	Due Date 08/01/2024	Discount Amount 0.00	Payable Amount 33.02		
Payable Number BETTENCOURT72224-02	Description AMAZON - AA BATTERIES - CIVIC CENTER	Payable Date 08/01/2024	Due Date 08/01/2024	Discount Amount 0.00	Payable Amount 17.34		
Payable Number BETTENCOURT72224-03	Description AMAZON - PAINT SWATCHES - PLANNING	Payable Date 08/01/2024	Due Date 08/01/2024	Discount Amount 0.00	Payable Amount 128.70		
Payable Number BROWN92223-01	Description CA BUILDING OF 916-442-3245 - TRAINING - BUILDING	Payable Date 08/01/2024	Due Date 08/01/2024	Discount Amount 0.00	Payable Amount 995.00		
Payable Number BROWN92223-02	Description SOUTHWEST FLIGHT - TRAINING - TARA - BUILDING	Payable Date 08/01/2024	Due Date 08/01/2024	Discount Amount 0.00	Payable Amount 199.96		
Payable Number BROWN92223-03	Description PODBEAN.COM - TRAINING - BUILDING	Payable Date 08/01/2024	Due Date 08/01/2024	Discount Amount 0.00	Payable Amount 199.50		

Payment Register
APPKT00268 - 8-2-24 CHECK RUN

HOOVER72224-01	ZOOM INC - ANNUAL SUBSCRIPTION - CITYWIDE	08/01/2024	08/01/2024	0.00	849.90
LATEFEE72224	LATE FEE - CHARGES FROM 9-23 &11-23	08/01/2024	08/01/2024	0.00	17.98
MONCK112223-01	CARTE BLANCHE - OES REIMBURSED - FIRE	08/01/2024	08/01/2024	0.00	12.87
MONCK112223-02	EL GRULLENSE FOODS - OES REIMBURSED - FIRE	08/01/2024	08/01/2024	0.00	20.00
MONCK112223-03	SHELL SERV STN - LATHROP - FUEL - FIRE	08/01/2024	08/01/2024	0.00	146.09
MONCK42224C	CORRECTION	08/01/2024	08/01/2024	0.00	-23.59
MONCK72224-01	ORLAND STOP N SHOP - FUEL - FIRE	08/01/2024	08/01/2024	0.00	88.97
MONCK72224-02	WILLOWS CHEVRON - FUEL - OES REIMBURSED - FIRE	08/01/2024	08/01/2024	0.00	100.41
MONCK72224-03	O'REILLY - TRANSMISSION FLUID - FIRE	08/01/2024	08/01/2024	0.00	61.44
MONCK72224-04	SUNOL SUPER STOP - FUEL - OES REIMBURSED - FIRE	08/01/2024	08/01/2024	0.00	89.61
MONCK72224-05	EXXON SANTA MARIA - FUEL OES REIMBURSED - FIRE	08/01/2024	08/01/2024	0.00	68.91
MONCK72224-06	49ER COMMUNICATION - RADIO EQUIPMENT - FIRE	08/01/2024	08/01/2024	0.00	139.37
MONCK72224-07	MCDONALDS - FOOD OES REIMBURSED - FIRE	08/01/2024	08/01/2024	0.00	17.10
MONCK72224-08	CHEVRON - FUEL - OES REIMBURSED - FIRE	08/01/2024	08/01/2024	0.00	161.85
MONCK72224-09	BUTTE COLLEGE - WEB REG - FIRE	08/01/2024	08/01/2024	0.00	-75.50
MONCK92223-01	MES/WARREN FIRE/LAWMEN - FIRE	08/01/2024	08/01/2024	0.00	268.13
MONCK92223-02	GLENN CNTY AIRPORT - FUEL - FIRE	08/01/2024	08/01/2024	0.00	69.40
MONCK92223-03	LIFE ASSIST INC - BLOOD PRESSURE - FIRE	08/01/2024	08/01/2024	0.00	118.51

Vendor Number	Vendor Name					Total Vendor Amount
2433	VESTIS					317.02
Payment Type	Payment Number					Payment Date Payment Amount
Check	54730					08/02/2024 317.02
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
5066634388	UNIFORM SERVICE - PUBLIC WORKS	07/30/2024	07/30/2024	0.00	158.51	
5066640389	UNIFORM SERVICE - PUBLIC WORKS	07/31/2024	07/31/2024	0.00	158.51	

Vendor Number	Vendor Name					Total Vendor Amount
2260	WAL-MART COMMUNITY - CREDIT CARD					197.69
Payment Type	Payment Number					Payment Date Payment Amount
Check	54731					08/02/2024 197.69
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1656879244-071924-1	JANITORIAL SUPPLIES - FIRE	07/30/2024	07/30/2024	0.00	139.69	
1656879244-071924-2	JANIROTIAL SUPPLIES - PUBLIC WORKS	07/30/2024	07/30/2024	0.00	58.00	

Vendor Number	Vendor Name					Total Vendor Amount
2295	WILLOWS ACE HARDWARE					950.14
Payment Type	Payment Number					Payment Date Payment Amount
Check	54732					08/02/2024 950.14
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
112514	STRIPING PAINT - SOFTBAL FIELD - PW	07/30/2024	07/30/2024	0.00	31.82	
113007	SPRINKLERS - JENSEN PARK - PUBLIC WORKS	07/30/2024	07/30/2024	0.00	21.73	
113075	SEALER - STREETS - PUBLIC WORKS	07/30/2024	07/30/2024	0.00	140.10	
113166	SPRINKLERS - JENSEN PARK - PARKS - PUBLIC WORKS	07/30/2024	07/30/2024	0.00	165.54	
113191	SUPPLIES - JENSEN PARK - PARKS - PUBLIC WORKS	07/30/2024	07/30/2024	0.00	403.66	
113197	PIPE - JENSEN PARK - PARKS - PUBLIC WORKS	07/30/2024	07/30/2024	0.00	47.06	
113205	SPRINKLER SUPPLIES - JENSEN PARK - PARKS - PW	07/30/2024	07/30/2024	0.00	68.36	
113208	SPRINKLER SUPPLIES - JENSEN PARK - PARK - PW	07/30/2024	07/30/2024	0.00	4.33	
113270	SEALER - STREETS - PUBLIC WORKS	08/01/2024	08/01/2024	0.00	16.08	
113333	GARDEN SPRAYER - STREETS - PUBLIC WORKS	08/01/2024	08/01/2024	0.00	21.44	
113351	SEALER - STREETS - PUBLIC WORKS	08/01/2024	08/01/2024	0.00	30.02	



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 7/1/2024-7/14/2024

Packet: PYPKT00252 - PAY PERIOD 07/01/24 to 07/14/24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings
ABOLD, STEVEN B	ABO00	07/19/2024	790	1,930.11
ARELLANES, ASHLEY MARIE	ARE00	07/19/2024	769	1,349.28
BABER, JANA	BAB00	07/19/2024	775	702.00
BERGLUND, ADESSA	BER02	07/19/2024	779	166.50
BERGLUND, SOPHIA	BER01	07/19/2024	780	479.79
BETTENCOURT, JOSEPH	BET01	07/19/2024	795	4,690.61
BOBADILLA, TRISTAN	BOB01	07/19/2024	776	360.00
BRIONES, BRENDA VALENZU	BRI00	07/19/2024	770	256.00
BROWN, MARTHA	BRO01	07/19/2024	764	5,676.92
CHRISTY, ALISHA	CHR00	07/19/2024	781	559.76
COBB, EMMA	COB02	07/19/2024	782	559.76
COBB, TRINITY	COB00	07/19/2024	783	479.79
EHORN, CAITLIN A	EHQ02	07/19/2024	771	1,428.00
ENOS, KYLE	ENO00	07/19/2024	785	2,310.24
FLOWERDEW, NICK	FLO00	07/19/2024	784	399.83
FUENTES, JAIME	FUE01	07/19/2024	786	2,074.24
GAMBOA, YADIRA	GAM00	07/19/2024	772	264.00
GIESBRECHT, MARSHALL	GIE01	07/19/2024	787	229.06
HARLAN, HELEN	HAR03	07/19/2024	777	1,191.51
HAZLETT, ROBIN	HAZ01	07/19/2024	765	1,851.19
LOMBARD, TYLER JOSEPH	LOM00	07/19/2024	788	3,327.77
MINGS, MICHAEL E	MIN00	07/19/2024	791	1,893.68
MONCK, NATHANIAL T	MON00	07/19/2024	796	26,602.97
MOORE, JOANNE	MOO01	07/19/2024	766	4,643.20
MOUA, MICHAEL	MOU01	07/19/2024	40943	891.00
PETERICH, JOHN	PET01	07/19/2024	789	845.76
PFYL, NATISA N	PFY00	07/19/2024	797	2,961.51
RANDOLPH, KATELYNN	RAND03	07/19/2024	778	292.00
RANDOLPH, MATTHEW	RAN01	07/19/2024	792	1,717.60
RANDOLPH, CORA	RAN02	07/19/2024	40944	292.00
REED, JOSHUA	REE00	07/19/2024	793	1,717.60
RUSTENHOVEN, TARA L	RUS01	07/19/2024	767	2,406.92
SPENCE, KYLIEGH C	SPE02	07/19/2024	773	488.00
VARGAS, GIOVANI	VAR00	07/19/2024	774	584.00
VASQUEZ, KARISSA	VAS02	07/19/2024	768	576.00
VASQUEZ, PEDRO CEASAR	VAS01	07/19/2024	794	2,627.77
			Totals:	78,826.37



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 7/15/2024-7/28/2024

Packet: PYPKT00269 - PAYROLL 07/15/24 to 07/28/24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings
ABOLD, STEVEN B	ABO00	08/02/2024	830	1,930.11
ARELLANES, ASHLEY MARIE	ARE00	08/02/2024	810	1,417.39
BABER, JANA	BAB00	08/02/2024	816	624.00
BERGLUND, SOPHIA	BER01	08/02/2024	822	639.72
BERGLUND, ADESSA	BER02	08/02/2024	821	328.38
BETTENCOURT, JOSEPH	BET01	08/02/2024	835	4,750.61
BOBADILLA, PEDRO D	BOB00	08/02/2024	818	50.00
BOBADILLA, TRISTAN	BOB01	08/02/2024	817	432.00
BRIONES, BRENDA VALENZU	BRI00	08/02/2024	811	320.00
BROTT, SHERRY	BRO02	08/02/2024	804	50.00
BROWN, MARTHA	BRO01	08/02/2024	801	5,676.92
BURT, MEAGAN	BUR01	08/02/2024	40946	344.00
CHRISTY, ALISHA	CHR00	08/02/2024	823	239.90
COBB, EMMA	COB02	08/02/2024	824	319.86
COBB, TRINITY	COB00	08/02/2024	825	319.86
EHORN, CAITLIN A	EHO02	08/02/2024	812	1,494.79
EHORN, MARIA ANNETTE	EHO00	08/02/2024	805	50.00
ENOS, KYLE	ENO00	08/02/2024	826	5,438.97
FUENTES, JAIME	FUE01	08/02/2024	827	5,725.36
GAMBOA, YADIRA	GAM00	08/02/2024	813	352.00
GONZALEZ, JOSEPH	GON05	08/02/2024	40949	8,665.28
HANSEN, GARY L	HAN02	08/02/2024	798	250.00
HARLAN, HELEN	HAR03	08/02/2024	819	591.93
HAZLETT, ROBIN	HAZ01	08/02/2024	802	1,988.62
HUTSON, EVAN C	HUT01	08/02/2024	828	250.00
LOMBARD, TYLER JOSEPH	LOM00	08/02/2024	829	10,344.70
MILLEN, CHRISTOPHER	MIL00	08/02/2024	40950	8,665.28
MINGS, MICHAEL E	MIN00	08/02/2024	831	2,501.80
MONCK, NATHANIAL T	MON00	08/02/2024	836	10,456.99
MOORE, JOANNE	MOO01	08/02/2024	803	4,743.20
MOUA, MICHAEL	MOU01	08/02/2024	40947	594.00
MYERS, HOLLY	MEY00	08/02/2024	806	50.00
PFYL, NATISA N	PFY00	08/02/2024	837	3,001.51
RANDOLPH, KATELYNN	RAND03	08/02/2024	820	560.00
RANDOLPH, MATTHEW	RAN01	08/02/2024	832	1,757.60
RANDOLPH, CORA	RAN02	08/02/2024	40948	560.00
REED, JOSHUA	REE00	08/02/2024	833	2,208.47
RUSTENHOVEN, TARA L	RUS01	08/02/2024	808	2,446.92
SPENCE, KYLIEGH C	SPE02	08/02/2024	814	608.00
SPRAGUE, FORREST	SPR00	08/02/2024	799	250.00
THOMAS, RICHARD	THO00	08/02/2024	800	250.00
VALENCIA, LLANIRA	VAL01	08/02/2024	807	50.00
VARGAS, GIOVANI	VAR00	08/02/2024	815	592.00
VASQUEZ, KARISSA	VAS02	08/02/2024	809	288.00
VASQUEZ, PEDRO CEASAR	VAS01	08/02/2024	834	2,241.69
VODDEN, DAVID	VOD00	08/02/2024	40945	250.00
WOOD, STEPHEN	WOO01	08/02/2024	40951	8,665.28
			Totals:	103,335.14



Willows City Council Regular Meeting Action Minutes

July 23, 2024
Willows City Hall
6:00 PM

Agenda Item #5b.

City Council

Gary Hansen, Mayor
Evan Hutson, Vice Mayor
Rick Thomas, Council Member
David Vodden, Council Member
Forrest Sprague, Council Member

City Manager

Marti Brown

City Clerk

Amos Hoover

201 North Lassen Street
Willows, CA 95988
(530) 934-7041

1. CALL TO ORDER – 6:00 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Councilmembers Present: Mayor Hansen, Vice Mayor Hutson, and Councilmembers Sprague and Vodden

Councilmembers Absent: Councilmember Thomas

4. CHANGES TO THE AGENDA

5. CEREMONIAL MATTERS

- a. **Proclamation: Purple Heart City** – Presented proclamation to VFW Post 1770.

6. PUBLIC COMMENT & CONSENT CALENDAR FORUM

- a. **Register Approval**

Action: Approved general checking, payroll, and direct deposit check registers.

- b. **Minutes Approval – Pulled by Councilmember Sprague**

Action: Approved the June 25, and June 26, 2024, meeting minutes.

- c. **Councilmember Liaison to the Chamber of Commerce – Pulled by Councilmember Sprague**

Action: Appointed Councilmember Thomas as a liaison to the Chamber of Commerce.

Public Comment

Jim Yoder

Moved/Seconded: Councilmembers Vodden and Vice Mayor Hutson

Yes: Councilmembers Sprague and Vodden, Vice Mayor Hutson, and Mayor Hansen

No: None

Absent: Councilmember Thomas

7. PUBLIC HEARING

- a. **Public Hearing: Weed Abatement – Special Assessment**

Action: Conducted a public hearing and approved a resolution confirming costs of abatement as amended and declaring them a special assessment as of August 2, 2024.

Public Hearing Open: 6:26PM, Closed 6:43PM

Public Comment

James Allen

Moved/Seconded: Vice Mayor Hutson and Councilmember Sprague

Yes: Councilmembers Sprague and Vodden, Vice Mayor Hutson, and Mayor Hansen

No: None

Absent: Councilmember Thomas

8. DISCUSSION AND ACTION CALENDAR

a. 141 North Crawford Street, Confirmation of Cost of Abatement

Action: Adopted a resolution confirming the cost of abatement work that occurred at 141 N. Crawford, APN 001-152-007, in the amount of \$18,970.75.

Public Comment

Change Wang

Frank Noel

Moved/Seconded: Vice Mayor Hutson and Councilmember Sprague

Yes: Councilmembers Sprague and Vodden, Vice Mayor Hutson, and Mayor Hansen

No: None

Absent: Councilmember Thomas

b. FY 2023-24 Annual Sidewalk Maintenance Project

Action: Approved a resolution authorizing the City Manager to execute an agreement with Rock Creek Construction Inc. for \$45,706 to construct sidewalk improvements in connection with the FY 2023-24 Annual Sidewalk Maintenance Project and establish an overall project budget of \$56,276.

Public Comment

Doug Ross

Moved/Seconded: Councilmembers Vodden and Sprague

Yes: Councilmembers Sprague and Vodden, Vice Mayor Hutson, and Mayor Hansen

No: None

Absent: Councilmember Thomas

c. Potential Locations for a New Community Center

Action: Discussed potential locations for a new community center on City-owned property, including Sycamore Park.

Public Comment

Tom Arnold

Dr. Joanne Reid
Jim Yoder
Dr. Jared Garrison
Jody Sammons

d. **Drought and Water Shortage Task Force**

Action: Appointed Mayor Hansen to the County of Glenn Drought and Water Shortage Task Force.

9. COMMENTS & REPORTS

- a. Council Correspondence
- b. City Council Comments & Reports
- c. City Manager's Report

10. ADJOURNMENT - 8:59PM

Amos Hoover, City Clerk



Date: August 13, 2024

To: Honorable Mayor and City Council

From: Joe Bettencourt, Community Development & Services Director
Marti Brown, City Manager

Subject: Coastland Contract Amendment – FY 2024-25 Sewer Rehabilitation Project

Recommendation:

Adopt a resolution authorizing the City Manager to execute a contract amendment to Coastland's Professional Service's Agreement to provide design services for the FY 2024-25 Sewer Rehabilitation Project.

Rationale for Recommendation:

The City issued an ~ \$3.3 million Certificate of Participation (sewage bond) in December 2021 in order to undertake major and much needed sewage system repairs and rehabilitation. The proposed design and contract amendment are part of the overall planned and approved sewer system improvements.

Background:

In January 2024, the City contracted with APS Environmental Inc. to perform CCTV inspection of approximately 9,000 linear feet of 6-inch and 8-inch sanitary sewer mains. The results of the CCTV investigation showed the majority of older, vitrified clay pipe (VCP) segments are in poor condition and need to be rehabilitated. Coastland evaluated the CCTV video data and prepared a technical memorandum, dated May 22, 2024, which identified repair methods and cost estimates for the pipe segments that were inspected and identified for rehabilitation. A copy of the technical memorandum is attached (Attachment 2).

City staff met with Coastland to determine the segments in the greatest need of rehabilitation and Coastland prepared the following scope of work to develop bid documents for construction.

The streets and limits of the proposed sewer main rehabilitation include:

- Yolo Street: Approximately 2,610 of linear feet between Wood and East Ash Streets;
- Sacramento Street: Approximately 2,500 of linear feet between Wood Street and MH 320 near the Central Canal.
- Shasta Street: Approximately 471 of linear feet located in the alleyway bound by Shasta and Butte Streets, spanning from Willow to Walnut Streets.

The repair methods proposed for the project were a direct result of observations made during the review of CCTV footage. The project proposed to use some open-cut point repairs, as well as rehabilitating the

existing pipes using cured-in-place pipe lining (CIPP) methods. This method uses a flexible liner that is inserted into the existing pipe that is expanded and cured using UV light that ultimately provides a new pipe that has an estimated life span of 50-100 years (similar to PVC pipe). Using this method is one of the most cost-effective ways to rehabilitate sewer lines.

Based on the results of the technical memorandum, Coastland (the City's Engineer) has prepared a proposal for preparing the construction documents. Staff has reviewed Coastland's proposal and found it to be acceptable and is recommending that the Council authorize the City Manager to sign a contract amendment with Coastland to complete this work. If authorized, the project schedule aims to have construction starting before the end of the calendar year.

Discussion & Analysis:

The sewer collection system in the City of Willows is generally in poor shape and much of the system is in need of rehabilitation. The only sewer rehabilitation projects that have taken place in the last 15 years has been a segment of sewer in alleyways between Butte/Tehama Streets north of Wood Street in 2010, a segment in alleyways between Ventura/Alpine Streets south of Walnut Street in 2010, and a section on Sacramento Street in 2015. Based on the condition of the sewer collection system, a significant amount of inflow and infiltration of groundwater is entering the sewer system and being treated at the wastewater treatment plant. This is both expensive and unnecessary.

In the last few months, an application has been filed with the State to CCTV the entire sewer collection system. If the grant is approved, nearly \$1,000,000 in CCTV work will be completed and potentially result in an additional grant to replace up to \$15M of the collection system. In the meantime, funding from the City's bond refinancing needs to be allocated by the end of calendar year 2024 with construction projects associated with the sewer system. Staff is working diligently to both comply with the demands of the bond, as well as successfully secure the additional State grant funds for more sewage rehabilitation projects.

Based on known problem areas, CCTV work was recently completed for approximately 9,000 feet of the collection system. Based on the results of the CCTV inspection, staff recommends moving forward with the project to rehabilitate approximately 5,600 linear feet of sanitary sewer mains to increase system reliability and to eliminate inflow and infiltration in these pipe segments.

Consistency with Council Priorities and Goals:

This project is consistent with Council Priority #5: Infrastructure Improvement, Goal #4: Implement the Sewage Repair Plan.

Fiscal Impact:

Per the scope of work provided by Coastland, design costs are estimated at \$79,575. Final construction cost estimates are anticipated to be \$1,520,000. The total project cost (e.g., design and construction) will be funded by the Certificates of Participation (bond) or the State grant that the City applied for.

Attachments:

- Attachment 1: Resolution XX-2024
- Attachment 2: Technical Memorandum
- Attachment 3: Supplemental Agreement



**City of Willows
Resolution xx-2024**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, STATE OF CALIFORNIA, AUTHORIZING
THE CITY MANAGER TO SIGN A CONTRACT AMENDMENT WITH COASTLAND CIVIL ENGINEERING FOR
THE DESIGN OF THE FY24-25 ANNUAL SEWER REPLACEMENT PROJECT**

WHEREAS, the City's sewer collection system is in need of rehabilitation due to aging infrastructure; and

WHEREAS, recent CCTV inspection have identified approximately 5,600 linear feet of sewer mains needing immediate rehabilitation; and

WHEREAS, on May 22, 2024, Coastland Civil Engineering prepared a technical memorandum outlining the deficiencies of the system and an approach to rehabilitate certain sewer mains; and

WHEREAS, based on the technical memorandum, Coastland Civil Engineering has prepared a scope of work and cost estimate for rehabilitation of approximately 5,600 feet of sanitary sewer mains; and

WHEREAS, the City staff have reviewed the proposal and found it to address all needed work and was in line with industry standards with respect to the cost of services; and

WHEREAS, the City has executed a contract with Coastland Civil Engineering to provide City Engineering services and the contract allows for contract amendments for additional work such as the design of capital projects.

NOW, THEREFORE, be it resolved by the City Council of the City of Willows as follows:

1. The above recitals are true and correct and are hereby incorporated into this Resolution as findings of the City Council of the City of Willows.
2. The City Manager is hereby authorized to execute a contract amendment with Coastland Civil Engineering in the amount of \$79,575 to provide design services associated with the FY24-25 Annual Sewer Replacement Project.
3. This Resolution shall become effective immediately.

PASSED AND ADOPTED by the City Council of the City of Willows this 13th day of August 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Gary Hansen, Mayor

ATTESTED:

Amos Hoover, City Clerk

COASTLAND**CCCM**

Date: May 22, 2024

To: Joe Bettencourt – Community Development Services Director

From: John Wanger – City Engineer/Coastland

CC: Jenny Melman – Coastland
Ian Bronswick – Deputy City Engineer

Subject: **Recommendations for Sewer Repairs
City of Willows 2024 Sewer Rehabilitation Project**

At the request of the City of Willows, Coastland Civil Engineering has prepared recommendations for rehabilitation of approximately 9,650 linear feet of sewer main in the following locations in downtown Willows:

- **Alley between Plumas Street and Shasta Street:** Approximately 2,270 linear feet of 6-inch diameter sewer main between Manhole (MH) 119 in Wood Street and MH 294 in Laurel Street;
- **Alley between Shasta Street and Butte Street:** Approximately 2,270 linear feet of 6-inch diameter sewer main between MH 121 in Wood Street and MH 293 in Laurel Street;
- **Yolo Street:** Approximately 2,610 linear feet of 6-8-inch diameter sewer main between MH 434 in Wood Street and MH 400B in East Ash Street; and
- **Sacramento Street:** Approximately 2,500 linear feet of 6–8-inch diameter sewer main between MH 444 in Wood Street and MH 320 near the Central Canal.

A map showing the sewer main locations is shown in Figure 1. A total of 23 sewer segments (from MH to MH) were assessed.

Recommendations for sewer repairs were based on the review of CCTV inspection videos conducted by APS Environmental between February and April of 2024. APS Environmental prepared detailed inspection reports which are provided as a separate attachment (due to length).

A field visit to inspect manholes and site conditions was not included in this assessment, but should be conducted during design of the rehabilitation project to verify existing manhole conditions and site conditions.

Santa Rosa
1400 Neotomas Avenue
Santa Rosa, CA 95405
Tel: 707.571.8005

Auburn
11641 Blocker Drive, Ste. 170
Auburn, CA 95603
Tel: 530.888.9929

Pleasant Hill
3478 Buskirk Avenue, Ste. 1000
Pleasant Hill, CA 94523
Tel: 925.233.5333

Fairfield
420 Executive Court North, Ste. G
Fairfield, CA 94534
Tel: 707.702.1961

Site Conditions

Although no field visit was conducted for this assessment, it is evident from Google Maps Street View that the alleys are gravel paved. Yolo Street and Sacramento Street are asphalt-paved.

General Description of Pipe Materials and Defects

The majority of the inspected sewers are constructed of vitrified clay pipe (VCP), with a few segments which have been more recently replaced are constructed of polyvinyl chloride pipe (PVC). In general, the VCP pipe is in poor condition. The PVC pipe observed was generally in good condition and no repairs on PVC pipes are recommended.

In the VCP pipe segments, defects were observed included cracks, fractures (multiple cracks), broken joints, offset joints, separated joints, holes, and pipe collapse. These defects are sources of undesirable groundwater inflow and infiltration (I&I) which dramatically increase influent flows to the treatment plant, especially during wet weather.

Some pipe defects partially or completely obstruct the sewer pipe, such as intruding laterals, pipe collapse, offset joints, obstructing objects, or root intrusion. These defects can block flows, possibly cause sewer blockages or overflows, and/or prevent the passage of inspection equipment through the pipe.

Sags are low spots or “bellies” in the pipe that retain water due to a loss of pipe bedding support. Severe sags create backwater conditions of over half the pipe height (>50%) and can gather deposits which may lead to pipe blockage and maintenance concerns if they are not self-flushing under higher flows. Moderate sags, creating backwater of up to a quarter of the pipe height, are often self-flushing and are not typically considered a priority for repair. Sags can also create surface corrosion over time in concrete structures, such as adjacent manholes, due to the constant presence of sewage that is off-gassing corrosive sewer gases.

A summary of the sewer assessment findings is provided in Appendix A.

Options for Pipe Rehabilitation

Options for sewer pipe rehabilitation are (1) traditional open-cut remove and replace construction; (2) pipe bursting; and (3) cured-in-place pipe lining (CIPP-lining).

Open Cut Rehabilitation

Traditional open-cut remove and replace methods results in a new PVC pipe, with a design life of 50- 100 years. Traditional remove and replace methods include costs for trench excavation and road restoration of the gravel or asphalt-paved streets. Budgetary 2024 construction cost estimates for traditional remove and replace construction methods are \$344 per linear foot of 6-inch diameter pipe in asphalt-paved areas (includes permanent trench paving costs), and \$321 per linear foot of 6-inch pipe in gravel-paved areas. Re-connection of existing sewer laterals to the new main is estimated as \$3,000 per lateral.

CIPP Rehabilitation

The most cost-effective treatment for sewers, where feasible, is CIPP-lining of the pipe. Cured-in-place pipe (CIPP) lining provides the full structural strength of a new pipe with a design life of 50+ years and requires no excavation as it is installed from manhole access points. CIPP-lining is the recommended treatment where no severe sags and few obstructing defects are present. Obstructing defects must be repaired prior to lining. Some obstructing defects, such as intruding laterals (taps) may be repaired trenchlessly (from within the pipe) depending on the defect and Contractor's equipment. Many obstructing defects, such as pipe offsets or pipe collapse must be open-cut repaired prior to lining the pipe. CIPP-lining must be conducted from manhole to manhole, so this method cannot be used to repair partial lengths of a pipe. At sewer lateral connections, a "top hat" liner is installed to seal the lateral connection to the CIPP-lined sewer main. Budgetary 2024 construction cost estimates for CIPP-lining is estimated as \$58 per linear foot of 6-inch diameter pipe. Installation of a top-hat at each sewer lateral connection is estimated at \$2,350 per lateral.

Pipe Bursting Rehabilitation

Pipe-bursting involves pulling a bullet-shaped bursting head through the existing sewer main which splits the existing pipe and pressing it into the surrounding soil and pulls a new pipe in its place made of high-density polyethylene (HDPE). This method results in a new HDPE sewer pipe with a design life of 50-100 years. Although it is a "trenchless" technology, every lateral connection must be excavated to be reconnected to the sewer main. Pipe bursting is most cost-effective where road restoration costs are extensive and on sewer mains with few lateral connections. Like CIPP, obstructing defects must be repaired prior to pipe-bursting from manhole to manhole. Budgetary 2024 construction cost estimates for pipe-bursting is \$283 per linear foot of pipe in asphalt-paved areas and \$260 per linear foot in gravel-paved areas. Re-connection of existing sewer laterals to the new HDPE sewer main is estimated at \$3,000 per lateral.

Sags cannot be corrected by pipe-bursting or CIPP-lining a pipe, because the new pipe (or liner) takes the slope and grade of the host pipe. Repair of a sag requires the pipe to be removed and replaced, either a short section prior to CIPP-lining or pipe-bursting, or the entire pipe segment as open-cut pipe replacement. Budgetary construction cost estimates for open-cut repairs of severe sags is \$344 per linear foot of pipe for asphalt-paved areas and \$321 per linear foot of pipe for gravel areas.

Observations and Assumptions

This section includes a description of general observations and assumptions affecting our recommendations and cost estimates for the City's information.

Incomplete CCTV Inspections. During many CCTV inspections, obstructions were encountered prohibiting the inspection equipment from passing. In those locations, the inspection was terminated at that location within the pipe. A second inspection was subsequently attempted from the next closest downstream manhole where the camera was sent in the upstream direction. In some cases, a second obstruction was encountered in the pipe, forcing the second inspection to be terminated prior to completing the survey, leaving a portion of the pipe unsurveyed. Of the 23 inspected sewer segments, nine were incomplete for an estimated

combined pipe length of 1,692 feet. For the segments of pipe that were inaccessible for CCTV inspection, we assumed that 50% of unsurveyed pipe needed to be open-cut repaired.

Sewer Lateral Count. The number of sewer laterals in each segment was used for cost estimating purposes. Where inspection videos were incomplete or no pipe visual of portions of the pipe were available (due to the camera lens being underwater or other reasons), we were not able to obtain a firm count of sewer laterals. In these cases, we assumed that there was one sewer lateral for each adjacent parcel. In these cases, the actual number of sewer laterals may be higher than our assumption.

Excessive Sewer Laterals. In several segments, the number of connected (uncapped) sewer laterals greatly exceeded the number of adjacent parcels (approaching in some cases 2 sewer laterals per parcel). For the purpose of this memo, a “connected” sewer lateral is defined as a sewer lateral that is connected to the sewer main and is not capped. From the sewer main inspection video it cannot be determined whether a connected sewer lateral is attached to a building waste pipe and is in use, or whether it is connected to a pipe stub that was never connected to a building and is not in use. Stub-out laterals that have not been properly disconnected from the sewer main are often significant sources of undesirable groundwater I&I. There is also a significant cost to re-connecting each sewer lateral during pipe rehabilitation. It is recommended as an I&I reduction and cost-saving measure that the construction documents have the contractor determine which laterals are in use, and for those that are not in use, they should be abandoned and not reconnected to the sewer main.

Buried/Unknown Manholes. MH 121, located at the intersection of Highway 162 and the Shasta St/Butte St alley, was identified as buried in the inspection video. Another unnamed manhole was observed between MH 193A and MH 216 in the Shasta St/Butte St alley (between Willow St and Walnut St) in the inspection video. These manholes should be located and raised to grade either prior to construction or as part of the construction project.

Manhole Identification Names. The CCTV videos for Yolo Street and Sacramento Street give different MH identification names than those shown on City mapping. Both manhole identification names are shown in the tables for clarity.

Road Restoration Assumptions. The cost estimates included in this assessment assume that asphalt-paved roads will be restored with Type 1 permanent trench paving consistent with the City of Willows Trench Repair Standard. Gravel-paved roads were assumed to be restored with a 48-inch wide by 18-inch deep section of Class II aggregate base.

Intruding “Break in” Vitrified Clay Sewer Laterals. For CIPP-lining or pipe-bursting methods, intruding sewer laterals must be removed prior to sewer main rehabilitation. Although equipment is commercially-available that can remove these obstructions from within the pipe (without excavation) at a lower cost, it is unknown whether the selected contractor will have this equipment, therefore these cost estimates assume that each intruding sewer lateral will be removed by an open-cut spot repair.

Severe Sags. Sags are considered severe when at least 50% of the full pipe diameter is constantly submerged due to loss of pipe bedding support. For the purpose of this assessment, it was assumed that only severe sags would be corrected for trenchless pipe repair methods.

Recommendations

Table 1 presents a summary of the defects observed in each sewer segment, the estimated budgetary construction costs for the three construction methods mentioned herein, and recommendations for rehabilitation.

Table 2 presents the estimated total recommended project cost for each street. The total project cost includes construction costs, contingencies, and an estimated 30% mark-up for design, construction management, inspection and environmental compliance.

Recommended sewer main rehabilitation methods were selected based on cost and construction feasibility. Where the condition of a significant length of pipe was unknown (not inspected), and in segments where there were more than 7 open-cut point repairs needed in a single pipe segment, traditional open-cut remove and replace methods are recommended. Pipe-bursting was not a recommended rehabilitation method due to its comparatively higher costs associated with the high number of sewer lateral connections that would have required excavation and road repair.

Additional recommended actions include:

- Conduct a site inspection to observe field manhole conditions and verify the recommended sewer rehabilitation methods.
- Provide direction whether the City will locate and adjust to grade buried MH 121 and the unknown manhole described herein, or to include this as part of the construction project.



CITY OF WILLOWS
2024 SEWER REHABILITATION PROJECT
Table 1. Budgetary Construction Cost Comparisons and Recommendations

Street	US Manhole	DS Manhole	Open-Cut Pipe Replacement				Pipe-Bursting					CIPP-Lining						Construction Cost Estimate			Recommended Repair Method	Notes
			6" Open-Cut Replace Length (ft)	8" Open-Cut Replace Length (ft)	Perm Trench Paving (LF)	No. of Laterals	Pipe-Burst Length (ft)	Open Cut Repairs (ft)	No. of Open-Cut Repairs	Perm Trench Paving (LF)	No. of Laterals	6" CIPP Length (ft)	8" CIPP Length (ft)	Open Cut Repairs (ft)	Open-Cut Point Repairs (EA)	Perm Trench Paving (LF)	No. of Laterals	Open-Cut (Incl. 20% Contingency)	Pipe-Bursting (Incl. 25% Contingency)	CIPP-Lining (Incl. 25% Contingency)		
		Unit Costs	\$ 321	\$ 351	\$ 23	\$ 3,000	\$ 260	\$ 321	\$ 8,000	\$ 23	\$ 3,000	\$ 58	\$ 65	\$ 321	\$ 8,000	\$ 23	\$ 2,350					
Plumas St/Shasta St Alley	MH119	MH194A	336			4	336	149	2		4	336		149	2		4	\$ 144,011	\$ 204,071	\$ 115,910	Open-cut replace	100' gap in CCTV survey. Assume open-cut is needed for 50% of unsurveyed pipe.
Plumas St/Shasta St Alley	MH194A	MH215	479			12	479	97	11		12	479		97	11		12	\$ 227,973	\$ 349,451	\$ 218,651	Open-cut replace	193' gap in CCTV survey. Assume open-cut is needed for 50% of unsurveyed pipe.
Plumas St/Shasta St Alley	MH215	MH247	448			12	477	146	7		12	477		146	7		12	\$ 216,014	\$ 328,691	\$ 198,397	Open-cut replace (partial)	No repair of 29' of PVC pipe. 292' gap in CCTV survey. Assume open-cut is needed for 50% of unsurveyed pipe
Plumas St/Shasta St Alley	MH247	MH272	431			4	473	102	3		4	473		102	3		4	\$ 180,657	\$ 239,510	\$ 116,727	Open-cut replace (partial)	No repair of 42' of PVC pipe. 147' gap in CCTV survey. Assume open-cut is needed for 50% of unsurveyed pipe
Plumas St/Shasta St Alley	MH272	MH294	486			13	486	93	4		13	486		93	4		13	\$ 234,273	\$ 284,069	\$ 150,688	Open-cut replace	186' gap in CCTV survey. Assume open-cut is needed for 50% of unsurveyed pipe.
Shasta St/Butte St Alley	MH121	MH193A	351			15	351	64	4		15	351		64	4		15	\$ 189,397	\$ 236,041	\$ 135,152	CIPP	Per CCTV, there are 15 connected laterals on 8 lots. We recommend investigating whether laterals are in use. Laterals not in use shall not be reconnected to sewer main. MH121 is buried.
Shasta St/Butte St Alley	MH193A	MH216	471			10	471	142	3		10	471		142	3		10	\$ 217,687	\$ 277,633	\$ 150,481	Open-cut replace	Unknown MH is 84' from MH193A. Open-cut is recommended due to 284' gap in CCTV survey. Assume open-cut is needed for 50% of unsurveyed pipe.
Shasta St/Butte St Alley	MH216	MH246	475			22	475	0	6		22	475		0	6		22	\$ 262,430	\$ 296,875	\$ 158,962	CIPP	Per CCTV, there are 22 connected laterals on 11 lots. We recommend investigating whether laterals are in use. Laterals not in use shall not be reconnected to sewer main.
Shasta St/Butte St Alley	MH246	MH273																\$ -	\$ -	\$ -	No repair	Pipe material is PVC in good condition. No repairs are recommended.
Shasta St/Butte St Alley	MH273	MH293	477			13	477	217	6		13	477		217	6		13	\$ 230,801	\$ 350,769	\$ 219,663	Open-cut replace	Open-cut is recommended due to thick roots along hinge cracks in sewer main and 393' gap in CCTV survey. Assume open-cut is needed for 50% of unsurveyed pipe.
Yolo Street	MH434 (MH141)	MH304 (MH187)	303		303	9	303	22	3	52	9	303		22	3	52	9	\$ 157,532	\$ 172,325	\$ 88,441	CIPP	No CCTV survey for 44' section of pipe. Assume open-cut is needed for 50% of unsurveyed pipe length.
Yolo Street	MH304 (MH187)	MH411 (MH223A)	477		477	14	477		7	70	14	477			7	70	14	\$ 247,390	\$ 279,511	\$ 147,592	CIPP	Per CCTV, there are 14 connected laterals on 7 lots.
Yolo Street	MH411 (MH223A)	MH414 (MH240A)	488		488	13	488		6	60	13	488			6	60	13	\$ 248,333	\$ 269,052	\$ 135,166	CIPP	Per CCTV, there are 13 connected laterals in use on 9 lots.
Yolo Street	MH414 (MH240A)	MH358 (MH277A)	475		475	17	475		14	140	17	475			14	140	17	\$ 257,364	\$ 362,096	\$ 228,245	Open-cut replace	Per CCTV, there are 17 connected laterals in use on 9 lots.
Yolo Street	MH358 (MH277A)	MH266 (MH286A)		490		14	0	53	6	113	14		490	53	6	113	14	\$ 257,056	\$ 137,002	\$ 165,335	CIPP	
Yolo Street	MH266 (MH286A)	MH400A (MH339)		307		2	307	20	0	20	2		307	20	0	20	2	\$ 136,676	\$ 115,879	\$ 39,357	CIPP	
Yolo Street	MH400A (MH339)	MH400B (MH340)		41	41	0	41	0	0	0	0		41	0	0	0	0	\$ 18,408	\$ 13,325	\$ 3,323	CIPP	
Sacramento Street	MH444 (MH159)	MH305 (MH186)	303		303	1	303	0	0	0	10	303		0	0	0	10	\$ 128,732	\$ 135,975	\$ 51,278	CIPP	
Sacramento Street	MH305 (MH186)	MH208 (MH224A)	215		215	6	475	0	0	0	12	475		0	0	0	12	\$ 110,390	\$ 199,375	\$ 69,587	CIPP	
Sacramento Street	MH208 (MH224A)	MH505 (MH239A)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -	No repair	Pipe material is PVC in good condition. No repairs are recommended.
Sacramento Street	MH505 (MH239A)	MH154 (MH278A)		419	419	17	470	0	6	60	17		470	0	6	60	17	\$ 249,322	\$ 278,202	\$ 149,727	CIPP	Per CCTV, there are 17 connected laterals in use on 12 lots.
Sacramento Street	MH154 (MH278A)	MH256 (MH285A)		470	470	20	470	10	5	60	20		470	10	5	60	20	\$ 283,019	\$ 283,470	\$ 152,558	CIPP	Per CCTV, there are 20 connected laterals in use on 15 lots.
Sacramento Street	MH256 (MH285A)	MH320 (MH341)		304	304	2	304	0	1	10	2		304	0	1	10	2	\$ 143,676	\$ 116,421	\$ 40,794	CIPP	

CITY OF WILLOWS
2024 SEWER REHABILITATION PROJECT
Table 2. Recommended Total Project Costs by Street

Street	US Manhole	DS Manhole	Recommended Repair Method	Recommended Project Cost
Plumas St/Shasta St Alley	MH119	MH194A	Open-cut replace	\$ 144,011
Plumas St/Shasta St Alley	MH194A	MH215	Open-cut replace	\$ 227,973
Plumas St/Shasta St Alley	MH215	MH247	Open-cut replace (partial)	\$ 216,014
Plumas St/Shasta St Alley	MH247	MH272	Open-cut replace (partial)	\$ 180,657
Plumas St/Shasta St Alley	MH272	MH294	Open-cut replace	\$ 234,273
Total Construction Cost (Plumas St/Shasta St Alley)				\$ 1,002,928
Add 30% markup for CM, Engineering, Inspection + Env. Compliance				\$ 300,878
Total Project Costs (Plumas St/Shast St Alley)				\$ 1,303,806

Street	US Manhole	DS Manhole	Recommended Repair Method	Recommended Project Cost
Shasta St/Butte St Alley	MH121	MH193A	CIPP	\$ 135,152
Shasta St/Butte St Alley	MH193A	MH216	Open-cut replace	\$ 217,687
Shasta St/Butte St Alley	MH216	MH246	CIPP	\$ 158,962
Shasta St/Butte St Alley	MH246	MH273	No repair	\$ -
Shasta St/Butte St Alley	MH273	MH293	Open-cut replace	\$ 230,801
Total Construction Cost (Shasta St/Butte St Alley)				\$ 742,601
Add 30% markup for CM, Engineering, Inspection + Env. Compliance				\$ 222,780
Total Project Costs (Shasta St/Butte St Alley)				\$ 965,382

Street	US Manhole	DS Manhole	Recommended Repair Method	Recommended Project Cost
Yolo Street	MH434 (MH141)	MH304 (MH187)	CIPP	\$ 88,460
Yolo Street	MH304 (MH187)	MH411 (MH223A)	CIPP	\$ 147,619
Yolo Street	MH411 (MH223A)	MH414 (MH240A)	CIPP	\$ 135,189
Yolo Street	MH414 (MH240A)	MH358 (MH277A)	Open-cut replace	\$ 257,540
Yolo Street	MH358 (MH277A)	MH266 (MH286A)	CIPP	\$ 165,379
Yolo Street	MH266 (MH286A)	MH400A (MH339)	CIPP	\$ 39,365
Yolo Street	MH400A (MH339)	MH400B (MH340)	CIPP	\$ 3,323
Total Construction Cost (Yolo Street)				\$ 836,873
Add 30% markup for CM, Engineering, Inspection + Env. Compliance				\$ 251,062
Total Project Costs (Yolo Street)				\$ 1,087,935

**CITY OF WILLOWS
2024 SEWER REHABILITATION PROJECT**

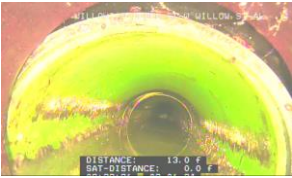

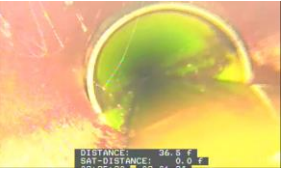









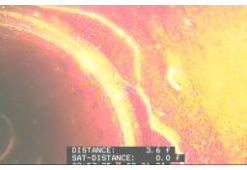

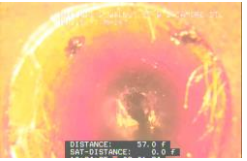
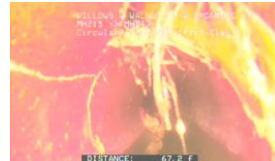








Table 2. Recommended Total Project Costs by Street

Street	US Manhole	DS Manhole	Recommended Repair Method	Recommended Project Cost
Sacramento Street	MH444 (MH159)	MH305 (MH186)	CIPP	\$ 51,278
Sacramento Street	MH305 (MH186)	MH208 (MH224A)	CIPP	\$ 69,587
Sacramento Street	MH208 (MH224A)	MH505 (MH239A)	No repair	\$ -
Sacramento Street	MH505 (MH239A)	MH154 (MH278A)	CIPP	\$ 149,750
Sacramento Street	MH154 (MH278A)	MH256 (MH285A)	CIPP	\$ 152,581
Sacramento Street	MH256 (MH285A)	MH320 (MH341)	CIPP	\$ 40,798

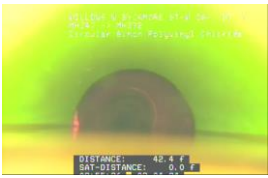




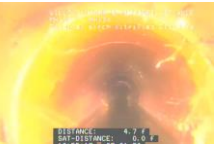

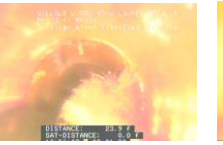






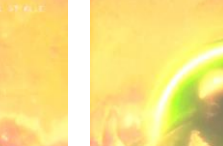
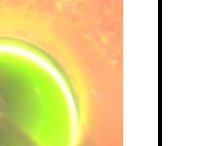


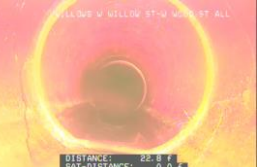









Total Construction Cost (Sacramento Street)	\$	463,994
Add 30% markup for CM, Engineering, Inspection + Env. Compliance	\$	139,198
Total Project Costs (Sacramento Street)	\$	603,192

APPENDIX A:
Sewer Assessment Findings

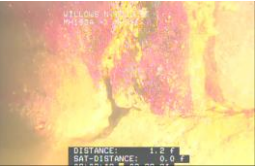



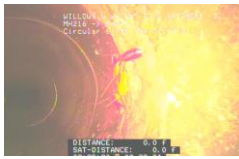



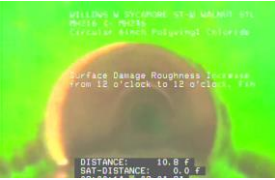
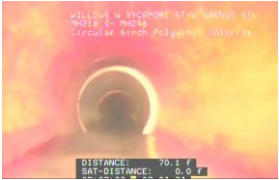




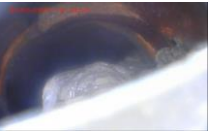





CITY OF WILLOWS
2024 SEWER REHABILITATION PROJECT
Appendix A: Sewer Assessment Findings

CCTV Date	Street	US Manhole	DS Manhole	Direction of CCTV Survey	Pipe Dia. (in) & Material	Pipe Length (LF)	Description of Deficiency (See Deficiency Definitions at end of table)	Defects Observed	Open-Cut Repair Assumptions	Repair Length (LF)	No. of Laterals within Repair	Photos
3/1/24	Plumas St/Shasta St Alley	MH119	MH194A	DS - 102.2' US - 134.5' (No survey for 100')	6 VCP/PVC	336'	<u>DS Direction</u> 1.1'-7.9' crack min; 13.0' joint offset mod; 13.0 - 21.0 PVC spot repair (cut-in lateral); 35.0 - 50 minor sag 36.9' joint offset min; 37.0-67.0 PVC spot repair 37'-50 sag, mod; 63- 102.2 Sag1 severe (camera underwater); 102.2 End survey (camera underwater) 194.5 Large offset	Severe offsets (2), severe sags + 50% unsurveyed (149'); Intruding taps (1)	2 offsets (2 EA); Sag1 (13'); Sag2 (39')Assume 50% of unsurveyed pipe is open cut repair (50')	336'	4 (unknown)	  
3/1/24	Plumas St/Shasta St Alley	MH119 (cont'd)	MH194A (cont'd)				<u>US Direction</u> 1.4-9.4' Begin Sag2 mod; 15.7-31.9' Sag2 maj (camera underwater); 47' end Sag2 mod; 40.5' joint offset min; 120.5-134.5' sag min; 125' fracture multiple mod; 125'-134.5' Sag3 mod; 134.5' End Survey (Intruding tap)	See above	Sag2(47');		See above	 
3/1/24	Plumas St/Shasta St Alley	MH194A	MH215	DS - 106' US - 179.9' (No survey for 193')	6 VCP	479	<u>DS Direction</u> 2.8' hole at 8 o'clock mod; 5.9' cir crack min; 21.4' cir crack min; 23.3' cir crack/hole at 9 o'clock min; 25.5' separated pipe mod; 35.5 cir crack 12-5 o'clock at joint mod; 55.1' Hole soil visible 57.9 lateral tap intruding;	Intruding taps (7 interior), offsets (2 repair), concrete overlay (1 repair), hole (1) Assume 50% of 194' unsurveyed pipe (97')		479	12 (unknown)	   
3/1/24	Plumas St/Shasta St Alley	MH194A (cont'd)	MH215 (cont'd)				<u>DS Direction (start at 56')</u> Poor Vision in Pipe from Footage 67.9' fracture/offset from 4 to 7 o'clock 91.4-106.0' sag min; 99.9' capped lateral at 10 o'clock 101.6 obstruction at 6 o'clock min; 106' joint offset mod;	See above			See above	  
3/1/24	Plumas St/Shasta St Alley	MH194A (cont'd)	MH215 (cont'd)				<u>US Direction</u> Minor cracking near joints 3.6' multiple cracks at 9 to 3 o'clock mod; 8.9'-27.7' sag mod; 39.7' capped lateral at 10 o'clock; 41.5 capped lateral at 2 o'clock; 87.3' capped lateral at 10 o'clock; 107.0-137.0' sag min; 141.9' capped lateral at 2 o'clock; 170.6- fine aggregate reported;	See above			See above	 
3/1/24	Plumas St/Shasta St Alley	MH215	MH247	DS - 150.2' US - 34.6' (No survey for 292')	6 VCP/PVC	477'	<u>DS Direction</u> 26.7' roots at joint at 9 o'clock min; 29.0' cir crack/multiple cracks min; 36.5' joint offset, roots min; 39.1' crack at joint from 9 to 12 o'clock; 41.5' cir crack from 3 to 8 o'clock mod; 57.0-64.0' roots at joints mod; 67.2'-75.4' cracks multiple roots at 12 o'clock mod; 77.7'-82.2' multiple cracks from 7 to 12 o'clock, longitudinal/hinge cracks at 6-9-12; 83.7' root ball at 3-5 o'clock mod; 91.4' mod hole soils visible mod; 95.7'-101.0' longitudinal/spiral cracks mod; 107.1-125.9' sag min; 117.7-125.9' longitudinal/hinge cracks 12-3-6-9 maj; 136.7' fracture at joint mod; 139.5' root ball at tap mod; 150.2' root ball blocking pipe svr;	Obstructing laterals (6+), offset (1), unknown defects in 292' of pipe		448	12+ (unknown)	       
3/4/24	Plumas St/Shasta St Alley	MH215 (cont'd)	MH247 (cont'd)				<u>US Direction</u> 0' settled deposits 29.1' material change PVC to VCP; 30.3-31.0' joint offset, root ball from 8 to 12 o'clock maj;	See above				 


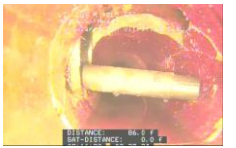
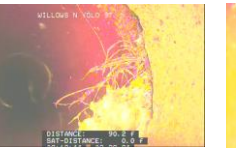








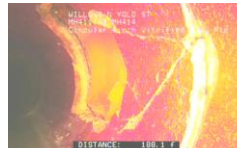




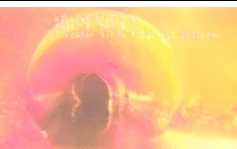





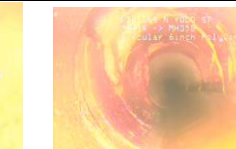
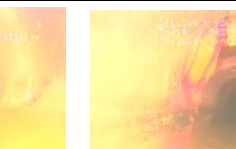



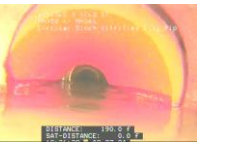
CITY OF WILLOWS
2024 SEWER REHABILITATION PROJECT
Appendix A: Sewer Assessment Findings

CCTV Date	Street	US Manhole	DS Manhole	Direction of CCTV Survey	Pipe Dia. (in) & Material	Pipe Length (LF)	Description of Deficiency (See Deficiency Definitions at end of table)	Defects Observed	Open-Cut Repair Assumptions	Repair Length (LF)	No. of Laterals within Repair	Photos
3/4/24	Plumas St/Shasta St Alley	MH247	MH272	DS - 291.3' US - 4.4' (No survey for 147')	6 PVC/VCP	473'	<u>DS Direction</u> 27.8'-44.7' sag maj; 42.4' material change PVC to VCP, joint offset mod; 192.9' multiple cracks 206.2-208.9' longitudinal cracks, 208.9-233.5' multiple spiral/longitudinal cracks mod; 223.9' concrete patch mod at tap; 240.0'-267.8' longitudinal/hinge/spiral 12-3-6-9 cracking min; 266.3' joint offset min; 266.6-276.6' sag svr (camera underwater); 276.6' root ball min; 282.8-290.5' longitudinal/hinge cracking min; 288.8' obstruction in pipe (piece of VCP)	Severe sags (18'+10'), intruding tap (1), severe offset (1), remove obstruction (1), unknown defects in 147' of pipe		431	4+ (unknown)	   
3/1/24	Plumas St/Shasta St Alley	MH247 (cont'd)	MH272 (cont'd)				<u>US Direction</u> 0.0' Sag or backwater from DS	See above				
3/1/24	Plumas St/Shasta St Alley	MH272	MH294	DS - 153' US - 147' (No survey for 186')	6 VCP	486'	<u>DS Direction</u> Minor Roots Throughout Pipe: 4.7' roots min, cir crack min; 6.2' roots min; 23.9' root ball mod; 27.4-32.8' longitudinal cracking; 54.2' roots min; 62.0' roots min; 64.0' roots min; 67.4' multiple cracks at 9 o'clock and roots; 73.7'-78.1' longitudinal hinge crack ; 79.5'-83.2' material change, joint offset min; 83.7-86.0' longitudinal hinge cracking 99.3' offset pipe, deformed, cir crack svr;	Intruding tap (2), offset/deformed pipe (1) obstruction (1), unknown defects in 186' of pipe		486	13 (unknown)	          
3/1/24	Plumas St/Shasta St Alley	MH272 (cont'd)	MH294 (cont'd)				<u>US Direction</u> 148' intruding tap	See above				None
2/28/24	Shasta St/Butte St Alley	MH121 (buried)	MH193A	US - 303' (No survey for 48')	6 VCP	351	<u>US Direction</u> Minor Cracking at Joints along all of pipe: 4.4' multiple cracks at 10 o'clock mod; 7.9' long crack/eroion at 2 o'clock svr; 14-16' sag min; 22.8' min joint offset, cir crack mod; 29.2' roots, multiple cracks at 4 to 8 o'clock mod; 33' hole soil visible at 10 o'clock mod; 128.8-136.6' sag min; 152.3' pipe offset ; 161.9-218.6 sag mod; 168.4' concrete patch at 12 o'clock; 211.4' concrete patch at 12 o'clock; 225.0' hole/corrosion at 6 to 10 o'clock maj; 242.9' joint offset mod; 247.7' concrete patch at 12 o'clock; 257.9' pipe fracture maj;	Defects needing repair: Intruding taps (1), severe sag (40'), offsets (2), obstructing debris (1), unknown defects in 48' of pipe		351	15+ (unknown)	          
	Shasta St/Butte St Alley	MH121 (cont'd)	MH193A (cont'd)				<u>US Direction (cont'd)</u> 262-300' sag mod (w/settled debris); 302.3' concrete patch at 12 o'clock; 303' Debris at bottom of pipe - MSA	See above				











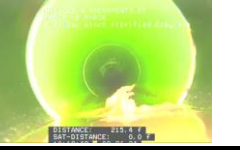
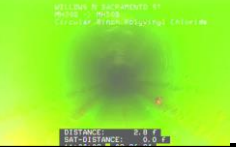
















CITY OF WILLOWS
2024 SEWER REHABILITATION PROJECT
Appendix A: Sewer Assessment Findings

CCTV Date	Street	US Manhole	DS Manhole	Direction of CCTV Survey	Pipe Dia. (in) & Material	Pipe Length (LF)	Description of Deficiency (See Deficiency Definitions at end of table)	Defects Observed	Open-Cut Repair Assumptions	Repair Length (LF)	No. of Laterals within Repair	Photos
2/29/24	Shasta St/Butte St Alley	MH193A	MH216	DS - 186.6' US - 0.5' (No survey for 284')	6 VCP	471	<u>DS Direction</u> Minor Cracks at Joints throughout pipe 1.2' fracture at 4 oclock soils visible mod; 17.8' cir crack min; 22.4 cir crack min; 28.4-59.7' sag mod; 55' tap intruding 75.9-80' sag min; 77.5' hole at 8 oclock soils visible mod; 84.4' Unnamed manhole; 108.0-133.9' sag min; 116.9' capped lateral at 10 oclock; 119.6- longitudinal crack at 12 oclock maj; 141.0-166.1 sag mod; 186.6' intruding tap, cannot pass;	Sags, mod (2), intruding taps (2), collapse (1)			10 (unknown)	  
2/29/24	Shasta St/Butte St Alley	MH193A (cont'd)	MH216 (cont'd)				<u>US Direction</u> 0.3' collapsed pipe	See above				
2/29/24	Shasta St/Butte St Alley	MH216	MH246	DS - 322.1' US - 152.9' Complete survey	6 VCP	475.0	<u>DS direction</u> 0.0' vermin roach; 2.6-43.5' sag min; 71.5' root ball at 7 oclock min; 175.5-179.5' longitudinal/hinge 186.3' longitudinal cracking at 8 oclock min; 210.3' fractured pipe at 5 oclock, separated joint mod; 235.2' roots at 9 oclock, separated joint min; 245.1 roots at 3 and 9 oclock min; 322.1' intruding sealing grout	Obstructing sealing grout (1), intruding taps (4), offsets (1)			22	  
3/4/24	Shasta St/Butte St Alley	MH216 (cont'd)	MH246 (cont'd)				<u>US Direction</u> 3.8-5.4' sag min; 5.4' material change from PVC to 9.2'-11.5' VCP, joint offset min; material change from VCP to PVC; 23.6- 40.0' corroded pipe? Min; 70.1' joint offset min; 124.5 joint offset mod; 131.9 intruding tap	See above				   
3/4/24	Shasta St/Butte St Alley	MH246	MH273	US - 475'	6 PVC	475.0	<u>US Direction</u> 265' - 350' moderate sag (no settled solids) 370'-450' moderate sag			475	9	None
2/29/24	Shasta St/Butte St Alley	MH273	MH293	DS - 77.4' US - 0.5' (No survey for 399')	6 VCP	477'	<u>DS Direction</u> 5.1'-13.5 sag min; 13.6'-15.8' longitudinal hinge cracking mod; 15.7-32.3 multiple cracking, roots min; 42.2' roots at separated joint mod; 76	Thick roots along hinge cracks in main (2+), intruding tap (3), broken pipe (2), collapse (1)		477	13+ (unknown)	  
3/5/24	Shasta St/Butte St Alley	MH273 (cont'd)	MH293 (cont'd)				<u>US Direction</u> Collapsed pipe	See above				
2/29/24	Yolo Street	MH434 (MH141)	MH304 (MH187)	DS - 19.5' US - 240.5' (No survey for 43')	6 VCP	303'	<u>DS Direction</u> 12.9' intruding tap, 15.5 intruding tap; 16.2' hole	Intruding taps (2), broken/deformed pipe (1), unknown defects in 43' of pipe			9+ (unknown)	None
2/29/24	Yolo Street	MH434 (MH141) (cont'd)	MH304 (MH187) (cont'd)				<u>US Direction</u> 15.8'-17.4 spiral fracture min; 25.1'-33.3' longitudinal/hinge/spiral crack; 27 broken, 108.4-113.7' sag min; 179.1' multiple cracking mod; 236.5'-239.6' longitudinal/hinge/multiple cracking at 12-3-6-9 mod; 238.9' hole soils visible maj;	See above				    




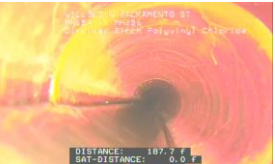






CITY OF WILLOWS
2024 SEWER REHABILITATION PROJECT
Appendix A: Sewer Assessment Findings

CCTV Date	Street	US Manhole	DS Manhole	Direction of CCTV Survey	Pipe Dia. (in) & Material	Pipe Length (LF)	Description of Deficiency (See Deficiency Definitions at end of table)	Defects Observed	Open-Cut Repair Assumptions	Repair Length (LF)	No. of Laterals within Repair	Photos	
1/14/00	Yolo Street	MH304 (MH187)	MH411 (MH223A)	DS - 215' US - 258' (Complete survey)	6 VCP	477'	<u>DS Direction</u> 0.0' offset moderate; 62.7' cir crack at joint min; ; 86.0' lateral tap intrusion; 90.2' moderate joint offset and root intrusion; 98.4'-100.1' longitudinal/hinge cracks T 12-3-6-9 min; 214.2' concrete patch at 9-10 oclock; 215.4' intruding tap	Intruding taps (4), offsets (2), obstructing pipe extending from lateral (1)		215	14	   	
2/28/24	Yolo Street	MH304 (MH187) (cont'd)	MH411 (MH223A) (cont'd)				<u>US Direction</u> 31.9' cir crack from 9 to 3 oclock mod; 40.8' spiral crack from 12 to 3 at tap mod; 174.6' -176.0' cracks multiple mod; 197.8' spiral crack from 3 to 12 oclock min;	See above					    
2/28/24	Yolo Street	MH411 (MH223A)	MH414 (MH240A)	DS - 244.7' US - 231' (Complete survey)	6 VCP	488'	<u>DS Direction</u> 12.4' cir crack min; 14.4' spiral crack from 8 to 3 oclock min; 72.2 joint offset lrg; 78.1' fracture ate 7-9 oclock mod; 153.0' hole soils visible mod; 156.4' cir crack min; 188.1 fracture at tap break in mod; 213.7'-242.7 sag mod; 239.1' joint offsets lrg;	Intruding taps (3),offset (3)		488'	13	      	
2/28/24	Yolo Street	MH411 (MH223A) (cont'd)	MH414 (MH240A) (cont'd)				<u>US Direction</u> 14.8'-26.1' sag min; 44.5'-87.0' sag mod; 52.5'-56.0' material change from VCP to PVC; 55.5' joint offset min; 77.4' roots moderate at 11 oclock; 97.3' concrete patch, soils visibile from 7 to 9 oclock mod; 177.5' hole mod; 229.8' joint offset maj, overlap point;	See above					    
2/28/24	Yolo Street	MH414	MH358	DS - 475	6 VCP	475'	<u>DS Direction</u> 49.1' material change from PVC to VCP; 67.1' joint offset min; 91.2'-114.0' sag min; 99.2' multiple crack min; 105.3' fracture at joint; 122.9'-180.0' sag min; 137.1' multiple cracks min; 158.8' deformed/offset pipe mod-maj?; 83.9' multiple cracks min; 196.1' joint offset mod; 257.4' concrete patch; 340.0' joint offset mod; 344.1 joint offset, concrete patch maj; 353.0'-358.0' material change from VCP to PVC	Intruding taps (6), broken/deformed pipe (3), offset (2), concrete patch needing grout repair (3), sag mod (1)		475	15	    	
2/28/24	Yolo Street	MH414 (cont'd)	MH358 (cont'd)				<u>DS Direction (cont'd)</u> 375.6' capped lateral at 10 oclock; 378.2' multiple cracks min; 383.9' concrete patch, multiple crack mod at tap; 391.1' concrete patch at tap, some soils visible maj; 427.9' capped lateral at 10 oclock; 431.8' capped lateral at 2 oclock; 448.7'-470.9' sag mod;	See above					  
2/27/24	Yolo Street	MH358 (MH277A)	MH266 (MH286A)	DS - 280' US - 191' (complete survey)	8 VCP	490'	<u>DS Direction</u> 68.0'-74.7' sag min; 92.6' cir crack near joint min; 95.5' hole soils visible at lateral mod; 275.2'-279.7' sag min; 279.9' offset pipe major;	Intruding taps (3), offset (2), break-in tap needing repair (1), sags severe (1), sag moderate (1)			14	  	
2/27/24	Yolo Street	MH358 (MH277A) (cont'd)	MH266 (MH286A) (cont'd)				<u>US Direction</u> 0-48.3' sag maj; 118.5'-170.8' sag maj (camera partially underwater); 164.9' multiple cracks/concrete patch mod; 190.0' pipe offset maj;	See above					 

CITY OF WILLOWS
2024 SEWER REHABILITATION PROJECT
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CCTV Date	Street	US Manhole	DS Manhole	Direction of CCTV Survey	Pipe Dia. (in) & Material	Pipe Length (LF)	Description of Deficiency (See Deficiency Definitions at end of table)	Defects Observed	Open-Cut Repair Assumptions	Repair Length (LF)	No. of Laterals within Repair	Photos
2/27/24	Yolo Street	MH266 (MH286A)	MH400A (MH339)	DS - 306.5'	8 VCP	306.5	<u>DS Direction</u> 6.4' cir crack at joint mod; 13.1-16.7' sag, fine deposits? min; 18.3' cir crack mod; 24.9-35.1' sag mod; 56.0-76.1' sag maj; 102.6' cir crack at separated joint min; 108.8'-118.8' multiple sags min; 166.3'-184.9 sag mod; 211.6-243.5' sag mod; 230.9' spiral crack from 9-12 oclock mod;	Severe sag with settled deposits (20')		306.5	2	   
2/28/24	Yolo Street	MH400A (MH339)	MH400B (MH340)	DS - 41'	8 VCP	41.0	<u>DS Direction</u> Blurry Footage 17.3' longitudinal crack at 12 oclock min; 19.8' multiple cracks min; 22.8' multiple cracks mod;	No defects needing repair and no taps		41.0	0	  
2/26/24	Sacramento Street	MH444 (MH159)	MH305 (MH186)	DS - 303'	6 VCP/PVC 220'-	303.0	<u>DS Direction</u> Moderate Surface Damage Throughout Pipe: 2.3'-11.2' longitudinal crack; 141.1' hole/surface damage, 232.6'-246.9' longitudinal cracking; 253.5'-267.1' longitudinal cracking;	No defects observed requiring repair prior to lining (check break in laterals)		303	10	 
2/26/24	Sacramento Street	MH305 (MH186)	MH208 (MH224A)	DS - 475'	6 VCP	475.5	<u>DS Direction</u> 141.7' hole soils visible at 8 oclock? Mod; 215.4' material change to PVC			215	6	 
2/26/24	Sacramento Street	MH208 (MH224A)	MH505 (MH239A)	DS - 475'	8 PVC	475	<u>DS Direction</u> 2.8' vermin roach; 275.5' roots at 12 oclock min;			0	11	  
2/26/24	Sacramento Street	MH505	MH154	DS - 360' US - 109.5' (complete survey)	8 PVC (0-51' from MH 505) 8 VCP (51'-470' from MH 505)	470'	<u>DS Direction</u> 45.6'-67.1' sag min; 49.2' joint offset/size change, material change from PVC to VCP min; 89.3' concrete patch multiple fractures maj; 95.7' multiple cracks from 9 to 3 min; 103.5' multiple fractures from 12 to 5 oclock mod; 105.1' hole at lateral min; 106.9' cir crack, multiple cracks min; 117.7' spiral crack from 9 to 2 oclock; 123.3' joint offset min; 137.9' spiral crack from 8 to 12 oclock min; 150.3' hole/joint offset mod; 174.8' multiple fractures cir mod; 207.0'-230.0' sag min; 236.8' spiral crack from 7 to 12 oclock min; 239.3 multiple cracks from 1 to 6 oclock; 272.4' concrete patch at 11 oclock;	Intruding taps (3), offsets (1), concrete patch defective (2)		419.0	17	       
2/26/24	Sacramento Street	MH505 (cont'd)	MH154 (cont'd)				<u>DS Direction (cont'd)</u> 283.8' separated joint, cir fracture min; 303.9' hole and multiple cracks mod; 309.5' separated joint min; 317.6' capped lateral at 10 oclock; 334.0' joint offset mod; 338.1' joint offset maj, concrete patch; 356.8' capped lateral at 10 oclock; 359.0' root ball maj, cannot pass;	See above				  
2/27/24	Sacramento Street	MH505 (cont'd)	MH154 (cont'd)				<u>US Direction</u> Minor Cracking Near most joints 11.8' hole at 2 oclock soils visible mod; 33.6-34.6 longitudinal crack at 12 oclock mod; 46.9 joint offset min; 52.8 capped lateral at 2 oclock; 65.7' at joint 12-3-6-9 longitudinal/hinge joint crack min; 93.4-95' spiral/cir crack from 9-12 oclock mod; 109.5' root wad mod at 5 oclock	See above				  

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2/27/24	Sacramento Street	MH154 (MH278A)	MH256 (MH285A)	DS - 384.5' US - 85' (complete survey)	8 VCP	470	<u>DS Direction</u> 0-3.5' spiral crack min 11-5 oclock; 16-23.5 longitudinal crack at 11- 4 oclock min; 23.5 spiral crack from 8 oclock to 3 oclock mod; 45.3 Cir crack min; 57.1 spiral crack, longitudinal crack mod; 70.3 cir crack mod; 79.3 joint offset min; 86.1 multiple cracks mod; 89.7 hole soils visible mod; 111.5 cir crack mod; 147.1 joint offset mod; 177.6 filled lateral; 187.7-197.3 multiple cracks mod; 227.1-230.3 9-12 longitudinal/hinge crack;	Intruding taps (2), offsets (2), break in tap needing repair (1), severe sag (10)		470	20	  
2/27/24	Sacramento Street	MH154 (MH278A) (cont'd)	MH256 (MH285A) (cont'd)				<u>DS Direction (cont'd)</u> 274-277' multiple cracks maj; 278.8' capped lateral; 312' hole, l&l at lateral; 323.9-330.8' maj 12-3-6-9 longitudinal/hinge/multiple cracks; 356.5 longitudinal crack mod; 384.1 intruding tap;	See above				   
2/27/24	Sacramento Street	MH154 (MH278A) (cont'd)	MH256 (MH285A) (cont'd)				<u>US Direction</u> 2.7' spiral crack min; 5.0- sag min; 47.2' capped lateral; 63.0-65.5' camera underwater	See above				
2/27/24	Sacramento Street	MH256 (MH285A)	MH320 (MH341)	DS	8 VCP	304.0	<u>DS Direction</u> 3.7' multiple cracks, min; 14.0' cir crack from 12 to 4 oclock min; 30.2' spiral crack from 8 to 3 oclock, separated joint min; 49.8' fractured pipe from 7 oclock to 10 oclock 52.1' fracture at joint, vermin, roots, min; 64.7'-77.4' longitudinal/hinge crack 12-3-6-9 min; 82.3-85.4' lonigtudinal crack at 12 oclock; 97.0' multiple cracking, roots mod; 99.0' separated joint, roots mod; 112.1' intruding tap; 114.3-129.9' multiple cracks, longitudinal/hinge cracks at 12-3-6-9 oclock min; 141.7'- longitudinal crack at 12 oclock. spiral crack at joint, mod; 163.2-181' sag mod; 283.3- sag mod; 301.8' hole that needs repair at MH;	Intruding tap (1)		304	2	 

DEFICIENCY NOTES
min = minor
mod = mod
svr = severe
sm = small
med = medium
lrg = large
sag, min: up to 1/4 dia
sag, mod: 1/4-1/2 dia
sag, svr: 1/2+ dia

PROJECT SPECIFIC SUPPLEMENTAL AGREEMENT FY24-25 ANNUAL SEWER REPLACEMENT PROJECT

WHEREAS, the City of Willows (herein referred to as “Agency”) entered into a Public Agency Agreement on July 1, 2020 with Coastland Civil Engineering, Inc. (herein referred to as “Consultant”) to provide City Engineering Services; and

WHEREAS, said Public Agency Agreement for City Engineering allows for additional project specific engineering services to be assigned by the Agency on an as-needed basis; and

WHEREAS, the Agency has determined that the Agency needs Professional Engineering Services for the FY24-25 Annual Sewer Rehabilitation Project (hereinafter referred to as “Project”); and

WHEREAS, the Agency does not have the current staff with expertise to provide these services and needs to retain a consultant with the appropriate experience for this work; and

WHEREAS, Consultant has experienced staff with the proper experience and background to carry out the duties involved for this work; and

WHEREAS, Agency wishes to retain Consultant for the performance of services associated with said Project, subject to all the terms and conditions as set for in the original Public Agency Agreement with Consultant.

THEREFORE, Agency and Consultant mutually agree to the scope of work and additional fee as follows:

Scope of Work

All work associated with the Project shall be per the scope of work attached as Exhibit “A”.

Payment Terms

For Consultant Services associated with the Project, Agency agrees to pay Consultant in accordance with the payment terms provided on Exhibit “B” attached hereto and incorporated herein by this reference.

IN WITNESS HEREOF, the parties have caused their authorized representative to execute this amendment on August 13, 2024

CITY OF WILLOWS “AGENCY”

BY: _____

COASTLAND CIVIL ENGINEERING, INC. “CONSULTANTS”

BY: _____
John L. Wanger, CEO

Exhibit “A”

SCOPE OF WORK

SCOPE OF SERVICES

The following Scope of Work is based on our understanding of the project details.

Task 1 – Meetings and Project Management

Immediately after the Notice to Proceed is issued by the City, Coastland | DCCM will schedule a kick-off meeting with the City to ensure we are aware of all project goals and constraints. We will initially meet with City staff to discuss project details, establish goals, and coordinate efforts. Additionally, we will meet with the City at the 50% and 90% design stage to review drawings, get questions answered and discuss methods and timelines for construction. Included in this task are one project kick-off meeting, and two progress design review meetings.

Task 1 Deliverables: Electronic copies of formal correspondence and meeting minutes.

Task 2 – Background Information and Utility Coordination

We will assemble all of the available City information pertaining to the project including as-built drawings, benchmark information, sewer videos and log information and any additional pertinent information for the project. We will coordinate with outside utility companies to ensure that all existing facilities, both underground and overhead, are identified accurately during the preliminary design phase. We will prepare and send letters to PG&E, Comcast Cable TV, Cal Water, and AT&T informing them of the project and requesting their facility drawings.

With this task, we will conduct a field review and take digital photos of the site. We will also observe existing conditions in the field so we may be able to identify any unusual or special conditions that may affect the project design or construction. Sewer manholes will be inspected and measured for depth. Structural or O&M issues in the manholes will be noted and if the budget allows, included in the design.

Potholing for utilities is not included in our scope. Should potholing become necessary, we will coordinate with the City to retain the services of a contractor specializing in this type of work.

Task 2 Deliverables: Electronic copies of formal correspondence documenting findings during information gathering.

Task 3 – Topographic Survey

Our subconsultant, Rolls, Anderson and Rolls will conduct a topographic survey of the portions of the project where open cut trenching is proposed. The topographic survey will be at a drawing scale of 1 inch = 20 feet, with a one-foot contour interval. The topographic survey will include the following:

- Topographic survey coverage area will include the following areas:

- South Yolo Street, from Oak Street to Laurel Street.
- Alleyway between Shasta Street and Butte Street, from Willows Street to Walnut Street.
- Topographic survey will include all necessary work to produce a topographic map, including features such as, but not limited to; roadway surface elevations and grades, curb lines, water meters, sewer cleanouts, valves, manholes (including rim, invert and pipe information), utility poles, driveway locations, trees four (4) inches and larger, and any other pertinent information that could apply to the project during design.

We have assumed that all of the work will occur within the City's existing rights-of-way and no right-of-way evaluation, easements or acquisition are necessary for this project.

Task 4 – 50% Submittal

Following our background efforts and completion of the preliminary design we will prepare a 50% submittal for review by the District. The 50% construction documents will include a cover sheet, abbreviations and legend sheet, key maps, and plan or plan/profile sheets of the proposed sewer rehabilitation work. The submittal will also include a 50% set of specifications, including front-end sections, and preliminary estimate of probable construction costs.

Task 4 Deliverables: One (1) electronic copy of the plans, draft specifications, and preliminary cost estimate for City review and comment.

Task 5 – 90% Submittal

Following the District's review of the 50% submittal, we will prepare a 90% submittal. The project design will essentially be complete at this time. District comments on the 50% submittal will be addressed with this submittal. At the 90% design submittal we will also prepare an opinion of probable construction costs.

Coastland | DCCM's Construction Manager will perform a constructability review of the 90% document. Through this review, we will help minimize claims and potential change orders as well as look for opportunities to save money by using alternate construction methods.

Task 5 Deliverables: One (1) electronic copy of the plans, specifications, and estimate for City review and comment.

Task 6 – Final Documents

Following the review of the 90% submittal, we will incorporate all review comments from the 90% submittal and prepare final bid documents including stamped and signed drawings and specifications. The 100% (final) submittal will incorporate City comments

from the 90% submittal and will include completed plan sheets for the proposed sewer main improvements. The project design will essentially be complete at this time.

Task 6 Deliverables: One (1) electronic copy of the plans, specifications, and estimate for bidding. The final bid plans and technical specifications will be signed and stamped for bidding purposes.

Task 7 – Bid and Contract Support

Coastland | DCCM will prepare the Notice to Bidders and provide it to the City for advertisement. The City will be responsible for placing the advertisement for bidding in the local paper.

We will provide the bid documents to BP Express for bidding, as well as copies to the City. BP Express will be responsible for distribution to plan rooms. We will answer questions that may arise during the bidding phase, and, if necessary, prepare any addenda.

We will attend and conduct the bid opening for the project and review information submitted by the low and second lowest bidder for technical accuracy, ensure that all forms are signed, ensure the contractor is in good standing with the State Contractor's Licensing Board and the Department of Industrial Relations, verify necessary bonds are provided and provide a staff report and resolution for the award of the project.

Please note that the time associated with this task does not include any time necessary for bid protests. If a bid protest is issued by any of the bidders, we can provide this as an additional service on a time and materials basis, as the time to process the protest is unknown.

Exclusions

The following work is not included in our proposal. However, we would be pleased to provide these services if the City desires:

- Environmental assessments and clearances (as this project is considered categorically exempt).
- Geotechnical investigation
- Potholing
- Boundary survey or right of way determination
- Easements, or preparation of associated documents.
- Public coordination and outreach.
- Meetings beyond those noted above.
- Construction Management and Inspection (to be provided in subsequent proposal.)

Exhibit “B”
ESTIMATED COST

Based upon our described scope of work, we propose to provide our professional engineering services on a time and materials basis for a not to exceed amount of \$79,575. The total amount we have specified is only for our described Scope of Work. If you request work to be performed outside the scope of work or if the scope of work changes, we reserve the right to negotiate the cost for the extra work. Please note that we have estimated a budget of \$795 for reimbursable costs. This amount is included in the above total and is for reimbursable costs that are typically billed on an as-incurred basis plus 15%.



Date: August 13, 2024

To: Honorable Mayor and City Council

From: John Wanger, City Engineer
Joe Bettencourt, Community Development & Services Director
Marti Brown, City Manager

Subject: Sycamore Park & Willows Mobility, Recreation and Beautification Project

Recommendation:

Adopt a resolution authorizing the City Manager to execute a contract with Willdan to provide design services for the Willows Mobility, Recreation, and Beautification Project.

Rationale for Recommendation:

Improvements associated with this project will improve safety and accessibility in Sycamore Park and provide critical upgrades to the City Swimming Pool complex.

Background:

On November 14, 2023, the State Department of Transportation awarded \$4,038,000 of Clean California Local Program Grant (CCLGP) Cycle 2 funds to the City of Willows to upgrade Sycamore Park's recreational amenities and to increase safe and equitable access to the park. The project also received a \$200,000 contribution from the County of Glenn and \$177,952 of Proposition 68 grant monies for rehabilitating the park's community pool complex.

The project is anticipated to include new curb ramps and over 2,000 linear feet of sidewalks around the perimeter of Sycamore Park and approximately 2,100 linear feet of mixed-use pathways inside the park. Other anticipated improvements include, resurfacing the tennis court area and converting two of the four tennis courts to six new pickleball courts, installing trash receptacles and drinking fountains throughout the park, and solar facilities to power safety lighting and lights for the tennis court area.

The project will also provide critical upgrades to the City Swimming Pool complex, including reconstruction of concrete decking around the main and tot pools, replastering of both pools, renovation of mechanical equipment, replacement of disinfection and filter media systems, electrical upgrades, as well as installing a portable lifeguard stand, ADA pool lift, shade structure next to the main pool area and fencing around the perimeter of the pool complex.

Discussion & Analysis:

Improvements to the existing pool complex were not included in the original CCLGP grant application because at the time of the grant submission, other funding was identified to fund that project. Since that time and due to budget constraints, the pool rehabilitation project was put on hold. After the CCLGP grant was awarded and it became apparent that the City would not be able to fund the restoration of the City Swimming Pool with city funds, staff approached the State to find out whether it could amend the scope of work to include rehabilitation of the pool complex. Based on feedback received from the State indicating that changing the scope was possible, staff engaged the Council and received approval to amend the CCLGP scope of work and re-allocate additional funds towards rehabilitation of the pool. On January 31, 2024, the City submitted a signed, Restricted Grant Agreement to the State which included the pool improvements. The Notice to Proceed and fully executed grant package was received from the State on February 14, 2024.

In April 2024, the City released a Request for Proposals (RFP) for design services; however, no proposals were received in response to the initial solicitation. In June 2024, the City re-advertised the project and received two proposals from Callendar & Associates and Willdan. After reviewing and scoring both proposals, staff determined Willdan to be the most qualified consultant to perform the work, based on the project team’s qualifications and experience, understanding of the project scope, and ability to complete the design within the allotted time identified in the Request for Proposals. Staff reviewed Willdan’s cost proposal and found that it addressed all needed work and was in line with industry standards with respect to the cost of services, as well as consistent with proposed budget for the project.

Consistency with Council Priorities and Goals:

This project is consistent with Priority #5: Infrastructure Improvement and Priority #6: Quality of Life, Goal #2: Open the city pool to create a community hub and Goal #3: Enhance the maintenance of city parks.

Fiscal Impact:

Per the scope of work provided by Willdan, design costs are estimated at \$248,163. Overall project costs are estimated at approximately \$4,415,000; although final cost estimates won’t be completed until the design is complete. The design costs are slated to be fully covered by Clean California Local Program Grant (CCLGP) funds. The total available funding for the project is as follows:

Available Funding:

CCLGP Grant Allocation	\$4,038,000
County Contribution	\$200,000
Prop 68 Grant Funds	<u>\$177,952</u>
Total Available Funding	\$4,415,952

Attachments:

- Attachment 1: Resolution XX-2024
- Attachment 2: Professional Service Agreement with Willdan



**City of Willows
Resolution xx-2024**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, STATE OF CALIFORNIA, AUTHORIZING
THE CITY MANAGER TO SIGN A CONTRACT WITH WILLDAN FOR DESIGN OF THE WILLOWS MOBILITY,
RECREATION, AND BEAUTIFICATION PROJECT**

WHEREAS, the City Council of the City of Willows is eligible to receive Federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation; and

WHEREAS, On November 14, 2023, the City of Willows was awarded \$4,034,000 of Clean California Local Program Grant Cycle 2 (CCLGP) funds for the Willows Mobility, Recreation, and Beautification Project.

WHEREAS, On February 14, 2024, the City received an executed Restricted Grant Agreement and Notice to Proceed from the State; and

WHEREAS, On April 10, 2024, the City of Willows released a Request for Proposals (RFP) for engineering services to develop plans, specifications, and cost estimates (PS&E) needed for the upgrades to Sycamore Park and the Community Pool; and

WHEREAS, On June 18, 2024, the City of Willows re-issued a Request for Proposals and received two proposals for the design work; and

WHEREAS, the City identified Willdan as the most qualified consultant to perform engineering services for the project; and

WHEREAS, the City reviewed the cost proposal prepared by Willdan and found it to address all needed work and was in line with industry standards with respect to the cost of services; and

WHEREAS, due to the deadline associated with the funding, all CCLGP grant funds for the Willows Mobility, Recreation, and Beautification Project must be expended by June 30, 2026.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOWS AS
FOLLOWS:**

1. The above recitals are true and correct and are hereby incorporated into this Resolution as findings of the City Council of the City of Willows.
2. The City Manager is hereby authorized to execute a contract amendment with Willdan to provide design services associated with the Willows Mobility, Recreation, and Beautification Project.
3. This Resolution shall become effective immediately.

PASSED AND ADOPTED by the City Council of the City of Willows this 13th day of August 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Gary Hansen, Mayor

ATTESTED:

Amos Hoover, City Clerk

**SERVICES AGREEMENT
BETWEEN
THE CITY OF WILLOWS
AND
WILLDAN**

THIS SERVICES AGREEMENT ("Agreement") is made and entered into this 13th day of August 2024, by and between the CITY OF WILLOWS ("City"), and [NAME OF CONTRACTOR] ("Contractor").

RECITALS

WHEREAS, City desires to retain a person or firm to provide the following services: Prepare plans, specifications, and cost estimates (PS&E) to upgrade Sycamore Park's recreational amenities and restore the community pool complex in connection with the Mobility, Recreation, and Beautification Project; and

WHEREAS, Contractor warrants that it is qualified and agreeable to render the aforesaid services.

AGREEMENT

NOW, THEREFORE, for and in consideration of the agreement made, and the payments to be made by City, the parties agree to the following:

- I. SCOPE OF SERVICES: Contractor agrees to provide all of the services described in Exhibit A.
- II. CITY FURNISHED SERVICES: The City agrees to:
 - A. Facilitate access to and make provisions for the Contractor to enter upon public and private lands as required to perform their work.
 - B. Make available to Contractor those services, supplies, equipment and staff that are normally provided for the services required by the type of services to be rendered by Contractor hereunder and as set forth in Exhibit A.
 - C. Make available all pertinent data and records for review.
- III. TERM OF AGREEMENT: This Agreement shall commence on 8/7/2024 and shall terminate on 12/31/2025, unless sooner terminated in accordance with the terms hereunder.
- IV. TIME OF PERFORMANCE: All the work required by this Agreement shall be completed and ready for acceptance no later than 5/1/2025. Time is of the essence with respect to this Agreement.

- V. FEES: The fees for furnishing services under this Agreement shall be based on the rate schedule which is attached hereto as Exhibit B. Said fees shall remain in effect for the entire term of this Agreement.
- VI. MAXIMUM COST TO CITY: Notwithstanding any other provision of this Agreement, in no event will the cost to City for the services to be provided herein exceed the maximum sum of \$ 248,163, including direct non-salary expenses.
- VII. PAYMENT: The fees for services under this Agreement shall be due within 60 calendar days after receipt and approval by City of an invoice covering the service(s) rendered to date.

[For any services involving a public works or construction project, the City shall retain 10 percent of each monthly progress payment, which shall be due upon completion and acceptance by City of the work or termination of this Agreement.]

With respect to any additional services provided under this Agreement as specified in Paragraph II hereof, Contractor shall not be paid unless Contractor has received written authorization from City for the additional services prior to incurring the costs associated therewith. Said additional services shall be charged at the rates set forth on Exhibit B.

Invoices or applications for payment to the City shall be sufficiently detailed and shall contain full documentation of all work performed and all reimbursable expenses incurred. Where the scope of work on the Agreement is divided into various tasks, invoices shall detail the related expenditures accordingly. Labor expenditures need documentation to support time, subsistence, travel and field expenses. No expense will be reimbursed without adequate documentation. This documentation will include, but not be limited to, receipts for material purchases, rental equipment and subcontractor work.

Notwithstanding any other provision herein, payment may be delayed, without penalty, for any period in which the State or Federal Government has delayed distribution of funds that are intended to be used by the City for funding payment to Contractor.

- VIII. INSURANCE: Contractor shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor, his agents, representatives, employees, or subcontractors.

Minimum Scope and Limit of Insurance

- A. The Contractor shall maintain a commercial general liability (CGL) insurance policy (Insurance Services Office Form CG 00 01) covering

CGL on an occurrence basis, including products and completed operations, property damage, bodily injury, and personal & advertising injury, with limits in the amount of \$1,000,000, and a general aggregate limit of \$2,000,000.

The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the General Liability Policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor, including materials, parts, or equipment furnished in connection with such work or operations. Additional insured should read as follows:

City of Willows
201 N Lassen Street
Willows, CA 95988

- B. Contractor shall provide comprehensive business or commercial automobile liability coverage, including non-owned and hired automobile liability in the amount of \$1,000,000 per accident for bodily injury and property damage. Coverage shall be at least as broad as ISO Form CA0001 (Code 1); or, if Contractor has no owned autos or hired autos, then as broad as ISO Form CA0001 (Code 8); and, if Contractor has non-owned autos, then as broad as ISO Form CA0001 (Code 9).

The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the Automobile Liability policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor, including materials, parts, or equipment furnished in connection with such work or operations. Additional insured should read as follows:

City of Willows
201 N Lassen Street
Willows, CA 95988

- C. The Contractor shall be required to carry Professional Liability coverage in the amount of \$1,000,000 per occurrence or claim, and \$2,000,000 aggregate.

Prior to the commencement of any work hereunder, the Contractor shall supply a Certificate of Insurance and endorsements, signed by the insurer, evidencing such insurance as specified above to City. However, failure to obtain and provide the required documents to City prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. Each insurance

policy required above shall provide that coverage and shall not be canceled, except with prior written notice to the City.

Insurance is to be placed with an insurer with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the Contractor to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

For any claims related to this Agreement, the Contractor's insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 with respect to the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers, shall be in excess of the Contractor's insurance and shall not contribute with it.

Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

- IX. **WORKER'S COMPENSATION:** The Contractor acknowledges that it is aware of the provisions of the Labor Code of the State of California which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code and it certifies that it will comply with such provisions before commencing the performance of the services to be performed under this Agreement and at all times during the performance of the services to be performed hereunder. A copy of the certificates evidencing such insurance with policy limits of at least \$1,000,000 per accident for bodily injury or disease (or, in the alternative, a signed City Workers' Compensation Exemption form) shall be provided to City prior to commencement of work.
- X. **INDEMNIFICATION:** Contractor agrees to indemnify, defend at its own expense, and hold City harmless from any and all liabilities, claims, losses, damages, or expenses, including reasonable attorney's fees, arising from any and all acts or omissions to act of Contractor or its officers, agents, or employees in performing services under this Agreement; excluding, however, such liabilities, claims, losses, damages, or expenses arising from City's sole negligence or willful misconduct.
- XI. **NONDISCRIMINATORY EMPLOYMENT:** In connection with the execution of this Agreement and the services to be provided hereunder, the Contractor shall

not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, political affiliation, ancestry, marital status or disability. This policy does not require the employment of unqualified persons.

- XII. INTEREST OF PUBLIC OFFICIALS: No officer, agent or employee of the City during their tenure, nor for one year thereafter, shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.
- XIII. SUBCONTRACTING AND ASSIGNMENT: The rights, responsibilities and duties established under this Agreement are personal to the Contractor and may not be subcontracted, transferred or assigned without the express prior written consent of the City.
- XIV. LICENSING AND PERMITS: The Contractor shall maintain the appropriate licenses throughout the life of this Agreement. Contractor shall also obtain any and all permits which might be required by the work to be performed herein. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this agreement and constitutes grounds for the termination of this agreement.
- XV. BOOKS OF RECORD AND AUDIT PROVISION: Contractor shall maintain on a current basis, complete books and records relating to this Agreement. Such records shall include, but not be limited to, documents supporting all bids and all expenditures for which any reimbursement is sought. The books and records shall be original entry books. In addition, Contractor shall maintain detailed payroll records, including all subsistence, travel and field expenses, and canceled checks, receipts and invoices for all items for which any reimbursement is sought. These documents and records shall be retained for at least ten years from the completion of this Agreement (42CFR Sections 433.32, 438.3(h) and (u)).

Contractor will permit City to audit all books, accounts or records relating to this Agreement or all books, accounts or records of any business entities controlled by Contractor who participated in this Agreement in any way. Any such audit may be conducted on Contractor's premises or, at City's option, Contractor shall provide all books and records within a maximum of 15 calendar days upon receipt of written notice from City.

Contractor shall promptly refund any moneys erroneously charged. If City ascertains that it has been billed erroneously by Contractor for an amount equaling 5% or more of the original bid, Contractor shall be liable for the costs of the audit in addition to any other penalty to be imposed. This paragraph applies to any contract which provides for reimbursement of expenses.

- XVI. CONFIDENTIALITY: All information and records obtained in the course of providing services under this Agreement shall be confidential and shall not be

open to examination for any purpose not directly connected to the administration of this program or the services provided hereunder. Both parties shall comply with State and Federal requirements regarding confidential information.

XVII. TITLE: It is understood that any and all documents, information, computer disks, and reports of any kind concerning the services provided hereunder, prepared by and/or submitted to the Contractor, shall be the sole property of the City. The Contractor may retain reproducible copies of drawings and copies of other documents. In the event of the termination of this Agreement, for any reason whatsoever, Contractor shall promptly turn over all information, writing, computer disks, and documents to City without exception or reservation. Contractor shall transfer from computer hard drive to disk any information or documents stored on hard drive and provide City with said disk.

XVIII. TERMINATION:

- A. Either party hereto may terminate this Agreement for any reason by giving thirty (30) calendar days written notice to the other party. Notice of Termination shall be by written notice to the other party and shall be sent by registered mail.
- B. If the Contractor fails to provide in any manner the services specified under this Agreement or otherwise fails to comply with the terms of this Agreement, or violates any ordinance, regulation, or other law which applies to its performance herein, the City may terminate this Agreement by giving five calendar days written notice to Contractor.
- C. The Contractor shall be excused for failure to perform services herein if such services are prevented by acts of God, strikes, labor disputes or other forces over which the Contractor has no control.
- D. In the event of termination, not the fault of the Contractor, the Contractor shall be paid for services performed up to the date of termination in accordance with the terms of this Agreement.

XIX. RELATIONSHIP BETWEEN THE PARTIES: It is expressly understood that in the performances of the services herein, the Contractor, and the agents and employees thereof, shall act in an independent capacity and as an independent contractor and not as officers, employees or agents of the City.

XX. AMENDMENT: This Agreement may be amended or modified only by a written instrument signed by both parties.

XXI. ASSIGNMENT OF PERSONNEL: The Contractor shall not substitute any personnel for those specifically named in its proposal unless personnel with substantially equal or better qualifications and experience are provided, acceptable to City, as evidenced in writing.

- XXII. **WAIVER:** No provision of this Agreement or the breach thereof shall be deemed waived, except by written consent of the party against whom the waiver is claimed.
- XXIII. **SEVERABILITY:** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby. Each provision shall be valid and enforceable to the fullest extent permitted by law.
- XXIV. **JURISDICTION AND VENUE:** This Agreement and the obligations hereunder shall be construed in accordance with the laws of the State of California. The parties hereto agree that venue for any legal disputes or litigation arising out of this Agreement shall be in Glenn County, California.
- XXV. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and all prior or contemporaneous agreements, understandings, and representations, oral or written, are superseded.
- XXVI. **EXHIBITS:** All "Exhibits" referred to below or attached to herein are by this reference incorporated into this Agreement:

Exhibit Designation	Exhibit Title
Exhibit A	Services to be provided by Contractor
Exhibit B	Compensation or Fees to be Paid to Contractor
Exhibit C	Health Insurance Portability and Accountability Act Supplement

- XXVII. **DESIGNATED AGENTS:** The parties represent and warrant that they have full power and authority to execute and fully perform their obligations under this Agreement pursuant to their governing instruments, without the need for any further action, and that the person(s) executing this Agreement on behalf of each party are the duly designated agents of each party and are authorized to do so.
- XXVIII. **COMPLIANCE WITH APPLICABLE LAWS:** The Contractor shall comply with any and all federal, state and local laws, regulations, and ordinances affecting the services covered by this Agreement. Contractor shall comply with the Health Insurance Portability and Accountability Act and shall execute the Health Insurance Portability and Accountability Act Supplement attached to this Agreement as Exhibit C.

XXIX. ATTORNEY'S FEES: If any party hereto employs an attorney for the purpose of enforcing or construing this Agreement, or any judgment based on this Agreement, in any legal proceeding whatsoever, including insolvency, bankruptcy, arbitration, declaratory relief or other litigation, including appeals or rehearing, the prevailing party shall be entitled to receive from the other party, or parties thereto, reimbursement for all attorneys' fees and all costs, including but not limited to service of process, filing fees, court and court reporter costs, investigative costs, expert witness fees, and the cost of any bonds, whether taxable or not. If any judgment or final order be issued in that proceeding, said reimbursement shall be specified therein.

XXX. NOTICES: Any notice required to be given pursuant to the terms and conditions hereof shall be in writing, and shall be via one of the following methods: personal delivery, prepaid Certified First-Class Mail, or prepaid Priority Mail with delivery confirmation. Unless others designated by either party, such notice shall be mailed to the address shown below:

If to City:

City of Willows
201 N Lassen Street
Willows, CA 95988

If to Contractor:

Tyrone Peter, P.E.
Willdan
2240 Douglas Boulevard, Suite 270
Roseville, CA 95661
(714) 393-1963
tpeter@willdan.com

[signature page to follow]

IN WITNESS WHEREOF, the parties hereunto have executed this Agreement on the date written below.

CITY OF WILLOWS:

WILLDAN:

By: _____
Marti Brown
City Manager
Date: _____

By: _____
Name: _____
Title: _____
Date: _____

EXHIBIT A

SERVICES TO BE PROVIDED BY CONTRACTOR

EXHIBIT A

Scope of Work

City of Willows Mobility, Recreation, and Beautification Project

TASK 1 – PRELIMINARY DESIGN

Kick-Off Meeting

Willdan will participate in a kick-off meeting to include the decision makers from the City and other agencies that become known to us. The meeting will be used to discuss project scope and schedule including design goals and criteria, roles and responsibilities, work program, budgeting, utility coordination, plan and specifications preparation, costs estimate, submittal reviews, and anticipated construction issues. Subsequent meetings for the duration of the project up to awarding of contract will include project site visit with City staff and staff meetings to go over plan check comments at the submittal stages.

Topographic Survey, Site Inspection, Research and Data Gathering.

Willdan will conduct a field investigation to verify existing topographic conditions and identify unusual or special conditions and review available improvement plans, utility plans, and data records within the project area. As part of our field review, research and data gathering Willdan would like to arrange a meeting with the City's maintenance facilities managers and/or supervisor to obtain as much detailed information as possible regarding the proposed improvements (e.g., drainage, hardscape, circulation, irrigation, fence material, etc.). This input from the maintenance department will provide specific recommendations pertaining to the improvements for the purpose of maximizing the budget. Additionally, the purpose of the meeting is to identify potential design constraints and conflicts and observe general site conditions.

A topographic survey will be performed to document current conditions such as existing grades, surface culture and any other existing items/structures along with assisting with designing/placement of the renovations/improvements.

Utilities

Willdan will conduct a utilities investigation (i.e., water, sewer, gas, electrical, cable, telephone, storm water) of known utilities within and near the project improvements. The investigation will identify any potential or conflicting issues that can have a significant impact on the project. By knowing this information at the beginning stage, the limits and constraints can be planned accordingly. Willdan will review and present specific requirements for utility facilities including protection, relocation, right-of-way, and construction methods within the vicinity of the utility.

Utility information will be requested from each utility company that has facilities within the limits of the project. This information will be incorporated into the design plans and plotted per the atlases provided by each utility company. Willdan will forward plans to the utility companies requesting verification. At this time, any potential utility conflicts will be identified and presented to the City for discussion and proposed solutions.

Environmental Documentation

The proposed park renovation project clearly fits within the CEQA Class 1, 2, and 3 Categorical Exemptions (CEQA Guidelines §§ 15301(d), (f); 15302, and 15303(e)) because all work will either renovate or replace existing facilities without expanding their capacity substantially and will add only minor physical improvements such as a canopy on an existing concrete slab. An Initial Study is not needed for this project. Willdan will prepare a Notice of Exemption (NOE) accompanied by a brief justification statement for filing with the Glenn County Clerk for City staff to file; Willdan can file this document on behalf of the City upon request. Willdan will also upload the NOE to the CEQAnet database as is currently required by the Governor's Office of Planning and Research (OPR).

Design Development Plan and Preliminary Opinion of Probable Costs

Following the survey, research, site data gathering and base mapping, Willdan will prepare a design development plan based on the descriptions of improvements presented in the RFP. The plan will be prepared in plan view at 20 scale. The design development plan will address in further detail and understanding the spatial requirements and relationship for the renovation improvements including circulation functions, landscape and irrigation, utility infrastructure, architecture, electrical engineering, and grading and drainage systems. In addition, specific items that will be illustrated in the plan are:

- Refurbish the existing tennis court surfacing and convert two of the tennis courts striping to six pickle ball courts.

- Tennis court fencing and gate materials.
- Tennis court striping for tennis and pickleball play.
- Hardscape surfacing materials for the walkways such PCC concrete or decomposed granite.
- Address preservation of trees and/or other noteworthy features.
- Address pedestrian circulation.
- Adding new sidewalks and curb ramps
- Address site amenities, (i.e., tables, benches, trash receptacles, shading, urns and drinking fountains).
- Identify infrastructure, i.e., sanitary systems, and electrical and storm drainage.
- Address ADA accessible pathways/path of travel.
- Feasibility analysis and energy calculations of solar (PV) systems.
- Public Pool Complex renovation
- Validate and update Total Aquatic Management evaluation and Aqua Source Commercial Pool Systems mechanical evaluation cost estimate.
- Renovate and recommission restroom fixtures, change rooms, exterior shower area, lobby and counter area, clear sewer lines and drains, etc.

Willdan will submit the design development plan design to the City for review and comments. Upon the review and comments from the City staff, present a final site design development plan design for final review and acceptance that addresses the comments from all parties. The construction documents for the improvements will not commence until the City has reviewed and accepted the final design development plan design.

Willdan Performance Engineering (WPE) will design a comprehensive solar (PV) system tailored to meet the City's overall goals and objectives. The work plan for WPE's design services for the system is outlined below:

Task 1 – Utility Coordination

Interconnection Application & Coordination

WPE will provide assistance with all necessary Electric Utility interconnection approvals for each solar PV system being installed. The system design will comply

with all interconnection requirements, such as CPUC Rule 21 for the Utility service territory. Systems will be designed to take advantage of applicable Net Energy Metering (NEM) or Net Billing Tariff (NBT) programs.

Task 2 – Site Inspections

Existing Conditions

WPE will conduct detailed examinations of the Site(s). The examinations will confirm all measurements, specifications and conditions affecting the design to be performed at the Site(s). Existing conditions will be evaluated, including electrical switchgear condition, transformer size, high voltage electrical lines, easements, underground utilities, etc. into the investigation.

Task 3 – Conceptual Design

WPE will provide a preliminary conceptual layout of the solar PV system based on the City's overall goals and objectives, as well as preliminary analysis of existing conditions and electrical infrastructure and utility interconnection constraints. WPE will review conceptual design and rough order of magnitude (ROM) cost estimates for the solar PV portion of the project, as well as explore alternatives to system layout and design that may be more applicable.

Task 4 – Design & Improvement Plans

Solar Photovoltaic System

The solar photovoltaic systems (PV) may be roof-mounted or shade structure-mounted, as appropriate for each site. The PV systems shall be installed under a Net Energy Metering arrangement.

SYSTEM DESIGN

Design Review Process/ Phases

The City will review and approve design documentation based on the requirements in the RFP. Additional documents may be requested by the City as needed. The City will review all submittals, provide written comments, and conduct Design Review Meetings for each stage of the process. WPE shall provide additional details, as required, at each successive stage of the Design Review. WPE shall not enter a subsequent design phase without the approval of the City.

WPE shall obtain approvals from the City, including revising designs as necessary until they are given approval by the City and all other required entities and

organizations. A description of requirements for each design phase is provided below. System design shall comply with all applicable laws, statutes, ordinances, codes, rules, and regulations for construction projects of jurisdictions with authority over the City. WPE is responsible for providing designs approved by the appropriate professional engineers registered in the State of California.

Schematic Design

WPE will prepare Schematic Design documents consisting of drawings and other documents illustrating the scale and relationship of project components, including but not limited to, schematic design studies, site utilization plans, PV array layouts, a shading analysis, electrical single-line diagrams, proposed equipment lists, identified interconnection point, and equipment cut sheets or specifications. All issues with existing City equipment that may interfere with the performance of the solar system or prevent the system from interconnecting to the utility will be identified at the time of the schematic design submittal. The City is responsible for non-solar infrastructure upgrades but necessary upgrades need to be identified early in the process (i.e. transformers, switchgear, etc.). This set of Schematic Design documents represents a 50% Design submittal.

Design Development

Design Development documents shall consist of elevations, cross sections, and other drawings and documents necessary to depict the design of the Project. This submittal shall include architectural, structural, geotechnical, mechanical and electrical design documents and equipment specifications to illustrate the size, character, and quality of the Project and demonstrate that it meets the performance specifications defined in the RFP. The Design Development documents shall represent 80% of the intended scope for the Project.

Task 5 - Specifications and Bid Documents

Construction Documents

WPE shall prepare Construction Documents (CDs) depicting the detailed construction requirements of the Project. CDs shall conform to all applicable governmental, regulatory, and code requirements, and all pertinent federal, state, and local permitting agencies. The CDs shall show the work to be done, as well as the materials, workmanship, finishes, and equipment required for the Project. CDs shall comply with and illustrate methods to achieve the performance specifications of the RFP. CDs shall be stamped by the engineer of record and any other required engineering disciplines.

System production will be updated to reflect final design, and a production simulation report will be provided, with modeling assumptions and input data clearly listed.

Design Submittals

WPE will prepare a comprehensive submittal package for each phase of the work that will be reviewed and approved by the City. Each submittal package shall include, at a minimum, the required elements that convey in sufficient detail for each phase of the design, the necessary documentation as follows:

- Site Layout Drawings
- Construction Specifications (trenching, mounting, etc.)
- Equipment Layout Drawings
- Detailed Drawings
- Fire Access Lane Details (For any parking lot solar PV)
- Single-Line Diagrams
- Network Connection Diagrams
- Architectural Drawings
- Geotechnical Drawings
- Manufacturer's Cut Sheets
- Equipment Specifications
- Data Acquisition System (DAS) Specifications, Cut Sheets, and Data Specifications

Construction Cost Estimate

For the solar PV system, WPE will provide an engineer's estimate of anticipated construction costs based on our experience and installation contractor contacts. Costs will be broken down based on the main scopes of work part of the project, including electrical installation, structural installation, material procurement, civil engineering scope completion, and final commissioning and testing.

Aquatic Design Group, Inc. (ADG) will provide design and engineering services as hereinafter described for the following improvements for the swimming pools:

- Removal of the fiberglass coating in both the main pool and the Tot pool and replaster both.
- Repair of the concrete decking around the pools.
- Renovation of the mechanical room equipment.
- Replacement of the disinfection system.
- Replacement of the filter media.
- Replace starting blocks.
- Install a portable/mobile lifeguard stand.
- Installation of an ADA pool lift.
- Consideration of replacement of the diving board stand.

Initial Site Inspection

We conduct field investigations and photographs of the existing site conditions. During the site inspection, we will document unusual or special conditions that could potentially affect the design or construction of the proposed improvements.

50% Plan Submittal:

In conformance with the above scope of work and based upon the mutually agreed upon program, schedule and construction budget requirements, ADG will prepare, for approval by the City, 50% Plan Submittal Documents consisting of drawings and other documents illustrating the scale and relationship of swimming pool project components. 50% Plan Submittal deliverables shall include the following:

- Swimming pools demolition plan and technical specifications.
- Swimming pool deck repair plan and technical specifications.
- Preliminary swimming pool plan view(s).
- Preliminary swimming longitudinal sections.
- Preliminary swimming finish details.

ADG will provide the City with infrastructure requirements, including design criteria, as needed to service the swimming pool equipment, including:

- Sanitary/storm sewer requirements and points of connection.
- Domestic water requirements and points of connection.
- Natural gas requirements and points of connection.
- Electrical requirements and points of connection for swimming pool equipment.

ADG will submit an estimate of probable construction cost based upon current area, volume, or other unit costs.

80% Plan Submittal:

Based upon the approved 50% Plan Submittal Documents and any adjustments authorized by the City in the program, schedule or construction budget, ADG will prepare 80% Plan Submittal Documents consisting of drawings and other documents to fix and describe the size and character of the Project as to swimming pool architectural, structural, mechanical and electrical systems, materials and such other elements as may be appropriate. 80% Plan

Submittal Phase deliverables shall include the following:

Architectural Drawings:

- Swimming pool plan view(s).
- Swimming pool longitudinal and cross-sections.
- Swimming pool finish details.
- Swimming pool rail goods details.
- Swimming pool deck plan views.

Structural Drawings:

- Miscellaneous swimming pool deck and appurtenances structural details.
- Pool mechanical equipment anchorage details

Mechanical Drawings:

- Swimming pool mechanical equipment piping plan.
- Swimming pool mechanical equipment sections.
- Miscellaneous swimming pool mechanical details.

Electrical Drawings:

- Swimming pool single phase panel schedule.
- Miscellaneous swimming pool electrical details.

Miscellaneous:

- Final form swimming pool technical specifications in CSI format.
- Miscellaneous swimming pool deck and appurtenances details.
- Draft swimming pool technical specifications in CSI format.

ADG will advise the City of any adjustments to previous estimates of probable construction cost indicated by changes in requirements or general market conditions.

100% Plan Submittal:

Based upon the potential revisions required of the 80% Plans, CONSULTANT shall prepare, for approval by CLIENT, 100% Plan Submittal Documents consisting of Drawings and Specifications setting forth in detail the requirements for construction of the swimming pool(s) improvements. 100% Plan Submittal Documents deliverables shall include the following:

Architectural Drawings:

- Final swimming pool plan view(s).
- Final swimming pool longitudinal and cross-sections.
- Final swimming pool finish details.
- Final swimming pool rail goods details.
- Final swimming pool deck plan views.

Structural Drawings:

- Miscellaneous final swimming pool mechanical equipment structural details
- Miscellaneous final swimming pool deck appurtenances structural details.

Mechanical Drawings:

- Final swimming pool mechanical equipment piping plan.
- Final swimming pool mechanical equipment sections.
- Miscellaneous final swimming pool mechanical details.

Electrical Drawings:

- Final swimming pool single phase panel schedule.
- Miscellaneous final swimming pool electrical details.

Miscellaneous:

- Final form final swimming pool technical specifications in CSI format.
- Miscellaneous final swimming pool deck and appurtenances details.

CONSULTANT shall advise CLIENT of any adjustments to previous estimates of probable construction cost indicated by changes in requirements or general market conditions.

Final Plan Approval, Bidding or Negotiation Phase:

- CONSULTANT shall file documents required for the approval of governmental authorities having jurisdiction over the Project. CONSULTANT shall bear primary responsibility for approvals from governmental authorities having jurisdiction over the Project.
- CONSULTANT, following final approval of the 100% Plan Submittal Documents and the latest estimate of probable construction cost, shall assist CLIENT in obtaining bids or negotiated proposals and assist in awarding and preparing contracts for construction. Services provided by CONSULTANT during this phase to include:
 - Assist CLIENT in preparation of addenda.
 - Assist CLIENT in responding to Contractor requests for clarification of the Construction Documents.
 - Assist CLIENT in review of bids and/or proposals in determination of lowest responsive bidder/proposer.

Construction Observation Phase:

- CONSULTANT shall be a representative of and shall advise and consult with CLIENT: 1) during construction until final payment to the Contractor is due; and 2) as an Additional Service at CLIENT's direction from time to time during the correction period described in the Contract for Construction. CONSULTANT shall have authority to act on behalf of CLIENT only to the extent provided in this proposal unless otherwise modified. CONSULTANT shall provide the following construction support services:
 - Provide clarification, as required, of construction documents and respond to contractor requests for information.
 - Review and approval of swimming pool-related sample and material submittals specified in Contract Documents.
 - Assistance with the issuance and negotiation of change orders
 - Review of contractor-submitted Record Drawings for contract conformance and completeness based upon field observations.

- CONSULTANT shall visit the site at intervals appropriate to the stage of construction or otherwise agreed by CLIENT and CONSULTANT in writing to become generally familiar with the progress and quality of the Work completed and to determine in general if the Work is being performed in a manner indicating that the Work when completed will be in accordance with the Contract Documents. However, CONSULTANT shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of on-site observations, CONSULTANT shall keep CLIENT informed of the progress and quality of the Work and shall endeavor to guard CLIENT against defects and deficiencies in the Work.

Visits to the Project Site:

CONSULTANT shall visit the offices of CLIENT and/or the Project Site in conformance with the following schedule:

Design Phases..... One (1) site visit

Construction Observation Phase... Three (3) site visits

The renovation plan of the public restrooms and change rooms will enhance the functionality of the existing building. The Willdan team will conduct a thorough assessment of the building's current condition and develop a detailed renovation plan for upgrading the plumbing fixtures, electrical systems, accessibility requirements, and interior aesthetic improvements.

Preliminary Opinion of Probable Cost Estimation

Based on the City accepted design development plan, Willdan will prepare a detailed cost estimate for the categories of work to be performed in construction. If the cost estimate exceeds the available funding, Willdan will make the necessary revisions and adjustments to meet the financial limitations of the City. Once the City reviews and accepts the opinion of probable costs, Willdan will proceed with the preparation of the final construction documents.

TASK 2 - FINAL CONSTRUCTION DRAWINGS, SPECIFICATIONS AND COST ESTIMATE

Construction Documents

This task will be for the entire construction document package encompassing specific plans drawn to a measured scale with construction notes that provide clear direction for the contractor. The package will include technical specifications with special provisions in “Greenbook” format (Standard Specifications for Public Works Construction, current edition the City has adopted), and final detailed engineer’s estimate. The plans, specifications, and estimate (PS&E) will be prepared and submitted to the City at three stages- 50 percent, 80 percent, and final 100 percent.

The construction documents shall address the requirements of permitting agencies. In addition, Willdan will assist the City obtain approvals from governing agencies prior to advertising public bidding.

Our scope of work for the improvements include:

1. Prepare tennis and pickleball courts layout plan with associated details for the fencing and court striping.
2. Prepare detail sheets with the required cross sections and details, including conformance with accessibility requirements for ADA path of travel.
3. Prepare demolition plan for removal of existing improvements and existing trees, shrubs, etc. conflicting with proposed improvements.
4. Prepare civil/grading plan for reconstruction of the existing surfacing of AC pathway, including construction of PCC sidewalks, curb ramps, elevations for compliance with accessibility requirements, and for proper drainage.
5. Prepare site amenities plan showing the locations/placements of the benches, tables, umbrellas, drinking fountain, and trash receptacles.
6. Prepare Solar Panels installation plans with all the supporting infrastructure details.
7. Prepare swimming pools rehabilitation plans.
8. Restrooms and change rooms building interior renovation.

The project will include the following submittals and deliverables. The deliverables will be in an electronic form (PDF format) and paper hard copies if requested by the City.

Preliminary Plans, Specifications and Estimates at 50 and 80 Percent Stages

Preliminary plans, specifications and cost estimate will be prepared in conformance with the approved design development plan. These documents will be in the required format (AutoCAD LT compatible with the City) and will be submitted to the City and permitting agencies for preliminary review and acceptance.

Final Plans, Specifications and Estimates at 100 percent Stage

Following review and acceptance of the 50 and 80-percent stages, Willdan will adjust the plans, specifications, and cost estimate to conform to plan check requirements of the City. The final construction PS&E will be completed in detail and submitted to the City and responsible parties/governing agencies for review and acceptance. The contract documents will be completed in a form sufficient for solicitation of competitive public bids, along with all permit compliances. Willdan shall advise the City of any adjustments to previous estimates of probable construction cost indicated by changes in requirements or general market conditions. The final submittal and deliverable materials include:

- 100-percent construction plans stamped by the civil and electrical engineers and landscape architect as required.
- 100-percent technical specifications and special provisions including bid items schedule.
- Final engineer's estimate including bid items unit cost.

A summary of anticipated submittal materials and plans for the construction document package will include:

- Title sheet with vicinity map, general notes, signature and approvals blocks, legend, sheet index, and utility contact information.
- Detail sheets with construction notes – Scale as required.
- Civil/grading improvement plans – 20 scale
- Typical Sections and Details – Scale as required.
- Demolition Plans – 20 scale
- Construction layout plan- 20 scale.
- Utility plan (sewer and water) – 40 scale
- Court fencing layout plan and court striping plan – 20 scale
- Hardscape layout and site amenities plan – 20 scale
- Electrical and lighting plans and details – 20 scale

- Solar (PV) systems plans
- Swimming pools complex rehabilitation plans.
- Specifications with special provisions and technical specifications.
- Preliminary and final cost estimates, including quantity calculations and cost data.

Constructability Review

Willdan will provide a constructability review of the project as part of the design process. This review is a standard quality control measure used by Willdan to help prevent change orders. This review will include a) performing a job walk, reviewing the existing improvements, and identifying potential conflicts, including pedestrian, access, utilities, and right-of-way issues, and b) reviewing the design and specifications to identify potential construction issues.

TASK 3 – BID SUPPORT SERVICES

Bidding Assistance.

Willdan will be available throughout the bid period to review and respond to questions and provide analysis and interpretation of the drawings and specifications.

Willdan will provide the City with the following items during the bidding period:

- Respond to questions during project advertising phase.
- Assist with the preparation of addenda.
- Assist with reviews of “or equal” products prior to bid opening.
- Review and analyze bid results and prepare bid summary.
- Provide recommendation to award project.

OPTIONAL SERVICES

TASK 4 – CONSTRUCTION SUPPORT SERVICES

Construction Support

Willdan will assist the City during the construction phase by attending a pre-construction meeting, reviewing, and approving materials submittals and responding to requests for information (RFI). During the construction period, Willdan will be available to provide analysis and interpretation of the drawings and specifications, review and respond to

material submittals and review shop drawings for compliance with the contract. We have assumed fifteen material submittals and 10 RFIs. If required, Willdan can assist the City's contractor with site meetings (assumed two meetings).

Additionally, Willdan can assist the City with reviewing change orders and prepare project bulletins.

Furthermore, Willdan will be available for a pre-final and final acceptance observation walk-through with associated punch list items and the preparation of as-built record drawings.

Below describes in detail our services:

Shop Drawings Review

Willdan will review contractor's shop drawings, material submittals and respond to requests for information (RFI). The shop drawings and submittals will be logged in once we receive them and a project file setup for record keeping and tracking purposes. Turnaround time for the reviews will be between 5-7 working days, depending on the complexity of the submittal.

Acceptance Inspection (Punch List)

Willdan will perform a pre-final walk-through and follow-up with a final check of the project to ensure that the work is completed as intended, along with assisting the City in obtaining required turnover items. A punch list (at the pre-final and final) will be prepared by Willdan prior to final acceptance by the City.

As-Built Record Drawings

Willdan will review and approve contractor's as-built drawings. In preparing the record drawings, Willdan will take the original construction drawings (and any bulletins issued during construction and redlines by the contractor) and make drafting notations to reflect as built conditions and submit to the City as record drawings. The final deliverables will be on mylars plan sheets.

EXHIBIT B

COMPENSATION OR FEES TO BE PAID TO CONTRACTOR

City agrees to pay Consultant for Services that are performed in accordance with this Agreement on a time and materials basis not to exceed \$248,163 based on the Consultants Schedule of Hourly Rates attached to this exhibit. Consultant invoices must be submitted not more often than monthly to the City and list the Services performed and the amounts to be paid. In no event will the City's obligation to pay the Consultant under this agreement exceed \$248,163, unless this Agreement is first modified in accordance with its terms.

Schedule of Hourly Rates

Effective July 1, 2024 to June 30, 2025

DESIGN ENGINEERING	
Technical Aide I	\$81
Technical Aide II	\$103
Technical Aide III	\$120
CAD Operator I	\$128
CAD Operator II	\$148
CAD Operator III	\$165
GIS Analyst I	\$168
GIS Analyst II	\$184
GIS Analyst III	\$191
Environmental Analyst I	\$144
Environmental Analyst II	\$161
Environmental Analyst III	\$171
Environmental Specialist	\$185
Designer I	\$173
Designer II	\$179
Senior Designer I	\$188
Senior Designer II	\$197
Design Manager	\$196
Senior Design Manager	\$206
Project Manager I	\$186
Project Manager II	\$207
Project Manager III	\$217
Project Manager IV	\$234
Principal Project Manager	\$238
Program Manager I	\$197
Program Manager II	\$209
Program Manager III	\$228
Assistant Engineer I	\$141
Assistant Engineer II	\$157
Assistant Engineer III	\$166
Assistant Engineer IV	\$175
Associate Engineer I	\$184
Associate Engineer II	\$192
Associate Engineer III	\$196
Senior Engineer I	\$199
Senior Engineer II	\$204
Senior Engineer III	\$207
Senior Engineer IV	\$211
Supervising Engineer	\$219
Traffic Engineer I	\$219
Traffic Engineer II	\$234
City Engineer I	\$234
City Engineer II	\$238
Deputy Director	\$243
Director	\$249
Principal Engineer	\$270

MAPPING AND EXPERT SERVICES	
Survey Analyst I	\$147
Survey Analyst II	\$169
Senior Survey Analyst	\$187
Supervisor - Survey & Mapping	\$203
Principal Project Manager	\$238
LANDSCAPE ARCHITECTURE	
Assistant Landscape Architect	\$153
Associate Landscape Architect	\$176
Senior Landscape Architect	\$193
Principal Landscape Architect	\$204
Principal Project Manager	\$238
ADMINISTRATIVE	
Administrative Assistant I	\$99
Administrative Assistant II	\$120
Administrative Assistant III	\$140
Project Accountant I	\$112
Project Accountant II	\$132
Project Controller I	\$140
Project Controller II	\$158

** For Non-Prevailing Wage Project *** For Prevailing Wage Project

Mileage/Field Vehicle usage will be charged at the rate in accordance with the current FTR mileage reimbursement rate, subject to negotiation.

Additional billing classifications may be added to the above listing during the year as new positions are created. Consultation in connection with litigation and court appearances will be quoted separately. The above schedule is for straight time. Overtime will be charged at 1.5 times, and Sundays and holidays, 2.0 times the standard rates. Blueprinting, reproduction, messenger services, and printing will be invoiced at cost plus fifteen percent (15%). A sub consultant management fee of fifteen percent (15%) will be added to the direct cost of all sub consultant services to provide for the cost of administration, consultation, and coordination. Valid July 1, 2024 thru June 30, 2025, thereafter, the rates may be raised once per year to the value between the 12-month % change of the Consumer Price Index for the Los Angeles/Orange County/Sacramento/San Francisco/San Jose area and five percent. For prevailing wage classifications, the increase will be per the prevailing wage increase set by the California Department of Industrial Relations.

EXHIBIT C

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT SUPPLEMENT

Definitions:

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in the Privacy Rule.

- a. Business Associate. "Business Associate" shall mean the Contractor named in the first paragraph of this agreement.
- b. Covered Entity. "Covered Entity" shall mean the City of Willows.
- c. Designated Record Set. "Designated Record Set" shall mean:
 - (1) A group of records maintained by or for a covered entity that is:
 - a. The medical records and billing records about individuals maintained by or for a covered health care provider;
 - b. The enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for a health plan; or
 - c. Used, in whole or in part, by or for the covered entity to make decisions about individuals.
 - (2) For purposes of this paragraph, the term record means any item, collection, or grouping of information that includes protected health information and is maintained, collected, used, or disseminated by or for a covered entity.
- d. Individual. "Individual" shall have the same meaning as the term "individual" in 45 CFR § 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR § 164.502(g).
- e. Privacy Rule. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.
- f. Protected Health Information. "Protected Health Information" shall have the same meaning as the term "protected health information" in 45 CFR § 164.501, limited to the information created or received by Business Associate from or on behalf of Covered Entity.
- g. Required By Law. "Required By Law" shall have the same meaning as the term "required by law" in 45 CFR § 164.501.
- h. Secretary. "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.
- i. Electronic Protected Health Information. "Electronic Protected Health Information" ("EPHI") means individually identifiable health information that is transmitted or maintained in electronic media, limited to the information created, received, maintained or transmitted by Business Associate from or on behalf of Covered Entity.
- j. Security Incident. "Security Incident" shall mean the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with systems operations in an information system, but does not include minor incidents that occur on a daily basis, such as scans, "pings", or unsuccessful random attempts to penetrate computer networks or servers maintained by Business Associate.

- k. Security Rule. “Security Rule” shall mean the Standards for the Protection of Electronic Protected Health Information at 45 CFR Part 160 and Part 164, Subparts A and C.

Obligations of Business Associate

Business Associate shall:

- a. Not use or disclose Protected Health Information other than as permitted or required by the Agreement or as Required By Law.
- b. Use appropriate safeguards to prevent use or disclosure of the Protected Health Information other than as provided for by this Agreement.
- c. Mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of Protected Health Information by Business Associate in violation of the requirements of this Agreement
- d. Report to Covered Entity any use or disclosure of the Protected Health Information in violation of the requirements of this Agreement of which it becomes aware.
- e. Ensure that any agent, including a subcontractor, to whom it provides or receives Protected Health Information agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.
- f. Document disclosures of Protected Health Information and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 CFR § 164.528.
- g. Provide to Covered Entity or an Individual, in time and manner agreed to between the parties, information collected pursuant to this Agreement, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 CFR § 164.528.
- h. Provide access, at the request of Covered Entity, and in the time and manner agreed to by the parties, to Protected Health Information in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 CFR §164.524.
- i. Make any amendment(s) to Protected Health Information in a Designated Record set that the Covered Entity directs or agrees to pursuant to 45 CFR §164.526 at the request of Covered Entity or an Individual, and in the time and manner agreed to between the parties.
- j. Business Associate shall implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of EPHI that Business Associate creates, receives, maintains, or transmits on behalf of Covered Entity.
- k. Business Associate shall conform to generally accepted system security principles and the requirements of the final HIPAA rule pertaining to the security of health information.
- l. Business Associate shall ensure that any agent to whom it provides EPHI, including a subcontractor, agrees to implement reasonable and appropriate safeguards to protect such EPHI.

- m. Business Associate shall report to Covered Entity any Security Incident within 5 business days of becoming aware of such incident.
- n. Business Associate shall make its policies, procedures, and documentation relating to the security and privacy of protected health information, including EPHI, available to the Secretary of the U.S. Department of Health and Human Services and, at Covered Entity's request, to the Covered Entity for purposes of the Secretary determining Covered Entity's compliance with the HIPAA privacy and security regulations.

Permitted Uses and Disclosures by Business Associate

Except as otherwise limited in this Agreement, Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in this Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by Covered Entity or the minimum necessary policies and procedures of the Covered Entity.

Obligations of Covered Entity

Covered Entity shall notify Business Associate of any:

- a. Limitation(s) in its notice of privacy practices of Covered Entity in accordance with 45 CFR § 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of Protected Health Information.
- b. Changes in, or revocation of, permission by Individual to use or disclose Protected Health Information, to the extent that such changes may affect Business Associate's use or disclosure of Protected Health Information.
- c. Restriction to the use or disclosure of Protected Health Information that Covered Entity has agreed to in accordance with 45 CFR § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of Protected Health Information.

Permissible Requests by Covered Entity

Covered Entity shall not request Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.

Term and Termination

- a. Term. The Term of these provisions shall be concurrent with the term of the Agreement, and shall terminate when all of the Protected Health Information provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy Protected Health Information, protections are extended to such information, in accordance with the termination provisions in this Section.
- b. Termination for Cause. Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall either:
 - a. Provide an opportunity for Business Associate to cure the breach or end the violation and terminate this Agreement if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity;

- b. Immediately terminate this Agreement if Business Associate has breached a material term of this Agreement and cure is not possible; or
- c. If neither termination nor cure are feasible, Covered Entity shall report the violation to the Secretary.
- c. Effect of Termination.
 - a. Except as provided in paragraph (2) of this section, upon termination of this Agreement, for any reason, Business Associate shall return or destroy all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to Protected Health Information that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the Protected Health Information.
 - b. In the event that Business Associate determines that returning or destroying the Protected Health Information is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon determination that return or destruction of Protected Health Information is infeasible, Business Associate shall extend the protections of this Agreement to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

Reservation of Right to Monitor Activities.

Covered Entity reserves the right to monitor the security policies and procedures of Business Associate.

Specific Provisions for Use and Disclosures by Business Associate of PHI Subject to 42 CFR Part 2.

- (a) Covered Entity operates a program for treatment of alcohol or drug abuse, receives federal financial assistance in the operation of that program, and is required to comply with 42 CFR Part 2 pertaining to use and disclosure of patient information and patient records.
- (b) Business Associate is a "Qualified Service Organization" as that term is defined at 42 CFR 2.11.
- (c) Business Associate acknowledges that it will have access to records that are covered by 42 CFR Part 2. Business Associate agrees that it is fully bound by the provisions of 42 CFR Part 2, and will only use and disclose protected health information as permitted by those regulations. Business Associate will, if necessary, resist in judicial proceedings any effort to obtain access to patient records not permitted by 42 CFR Part 2.

Miscellaneous

- a. Regulatory References. A reference in this Agreement to a section in the Privacy Rule means the section as in effect or as amended.
- b. Amendment. The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Covered Entity to comply with

the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191.

- c. Interpretation. Any ambiguity in this Agreement shall be resolved to permit Covered Entity to comply with the Privacy Rule.



PUBLIC HEARING



Date: August 13, 2024

To: Honorable Mayor and City Council

From: Joe Bettencourt, Community Development & Service Director
Marti Brown, City Manager

Subject: Appeal: File #UP-24-02/West Sycamore at North Plumas Streets

Recommendation:

Conduct a Public Hearing to consider an Appeal (File#AP-24-02) submitted by Cristina Ocampo for Major Use Permit (File#UP-24-02) regarding a mobile food trailer located at the northeastern corner of West Sycamore and North Plumas Streets, identified by Accessor Parcel Number (APN): 002-161-001; and give direction to staff.

Rationale for Recommendation:

Per Willows Municipal Code (WMC) 18.55.030(09) *Outside Sales and transient or mobile business operations are allowed with an approved use permit from the Planning Commission.* Per WMC 18.135.060 *Appeal from any decision of the planning commission may be made in writing to the City Council within 10 days from the date of the commission's action. All decisions made by the City Council are final.*

Background:

The Planning Commission originally heard this item on May 15, 2024, and continued the item to allow the applicant to provide additional information, add conditions of approval, and ensure that the project was noticed properly. The following conditions (#15-#24) were added by the Planning Commission at this meeting:

15. To the extent feasible, applicant will comply with downtown design guidelines.
16. Trash/refuse shall be removed daily.
17. Project will return to the Planning Commission after one year for an annual review. Commission may require additional reviews.
18. All structures shall be removed within 30 days of business closure.
19. Facility shall operate in accordance with local laws.
20. Any ADA requirements shall be enforced at the building permit stage.
21. Changes in hours, days, or operating procedures must be reported to the Community Development Department.

22. Any subconsultants and contractors shall have valid business licenses.
23. The generator shall meet Air Quality Standards and Noise Standards.
24. Restrooms shall be maintained in a clean manner and screened from public view.

On July 17, 2024, the Planning Commission determined that Conditional Use Permit #UP-24-02 did not meet the specific criteria outlined in the City's Zoning Ordinance for a Conditional Use Permit. The findings considered were as follows:

1. That the use is consistent with the purposes of the district in which the site is located; and
2. That the proposed location of the use and the conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity; and
3. That the proposed use is in conformance with the general plan. [Ord. 632-91 § 26.05, 10-22-91].

While mobile food facilities are a permitted use in the Central Commercial District with a Conditional Use Permit, the Planning Commission determined that the use was inconsistent with the purposes of the district in which the site is located.

The applicant submitted an appeal with additional supporting documentation to the Community Development & Services Department on July 19, 2024.

Discussion & Analysis:

The applicant proposes to use the existing vacant lot to place a mobile food trailer, which is a conditionally permitted use in the Central Commercial District.

The General Commercial designation provides for a variety of general retail businesses including, but not necessarily limited to banks, business offices, food, hardware, variety, department, drug, and clothing stores. The applicant has obtained the necessary permits from the County's Environmental Health Department.

The surrounding zoning is the same as the site with commercial uses to the west and east. Residential Professional uses to the north and south.

The site is exempt from off-street parking requirements (WMC 18.55.060). Signage exists on the trailer itself.

Findings of Fact for use permit approval is required per WMC Chapter 18.135.050. These findings are included in the Draft Resolution and are as follows:

1. That the use is consistent with the purposes of the district in which the site is located; and
2. That the proposed location of the use and the conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity; and

3. That the proposed use is in conformance with the general plan. [Ord. 632-91 § 26.05, 10-22-91].

In accordance with Section 18.135.030, notice of this public hearing was published in the local newspaper ten (10) days prior to the public hearing and all property owners as indicated on the latest secured Assessor's records within 300 feet of the subject property were sent notice of the hearing. As of the date of preparation of this report no written or verbal public comments have been received by this office.

Consistency with Council Priorities and Goals:

The recommended action is consistent with Priority #2: Economic Development by considering the possibility of a new business in Willows, as well as Priority #4: Community Engagement which allows for due process and the Planning Commission, Applicant, public, and Council to engage in constructive dialogue about the future of the proposed business application and the community's economic development vision for the city.

Fiscal Impact:

Applicant has provided a deposit for the planning portion of the project.

Attachments:

- Attachment 1: Resolution XX-2024
- Attachment 2: Conditions of Approval
- Attachment 3: Planning Commission Staff Report Packet July 17, 2024



**City of Willows
Resolution xx-2024**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS GRANTING THE APPEAL APPROVING
USE PERMIT (FILE # UP-24-02) TO ALLOW ESTABLISHMENT OF A MOBILE FOOD TRAILER FOR
PROPERTY LOCATED AT W SYCAMORE STREET ASSESSORS PARCEL NUMBER 002-161-001 WITHIN
THE CENTRAL COMMERCIAL ZONE**

WHEREAS, the applicant, Juan Carlos Ocampo and Christina Ocampo has made application for Use Permit approval to allow establishment of a Mobile Food Trailer; and

WHEREAS, WMC Chapter 18.55.030(9) allows for Outside Sales and transient or mobile business operations are allowed within the Central Commercial zone with a Use Permit approved by the Planning Commission; and

WHEREAS, the Planning Commission did, on May 15, 2024, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and

WHEREAS, the Planning Commission directed staff to return to the Planning Commission with additional information and Conditions of Approval, and

WHEREAS, notice of the Planning Commission meeting held on July 17th, 2024, was published in a newspaper of general circulation in the City in accordance with law, and mailing to property owners within 300 feet were sent; and

WHEREAS, the Planning Commission did, on July 17th, 2024, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and

WHEREAS, the Planning Commission did, on July 17th, 2024, deny the approval of Major Use Permit (File#UP-24-02) on the basis that the use is inconsistent with the purposes of the district in which the site is located; and

WHEREAS, the decision of the Planning Commission was appealed to the City Council by the applicant in a timely manner; and

WHEREAS, notice of the City Council meeting held on August 13th, 2024, was published in a newspaper of general circulation in the City in accordance with law, and mailing to property owners within 300 feet were sent; and

WHEREAS, the City Council did, on August 13th, 2024, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and

WHEREAS, the City Council does find that the proposed project qualifies as a Categorical Exemption under Sections 15301 & 15303; and

WHEREAS, pursuant to Section 18.135.050 of the Zoning Ordinance, the following findings are made:

- 1) That the use is consistent with the purposes of the district in which the site is located.
WMC Chapter 18.55.030(9) allows for Outside Sales and transient or mobile business operations are allowed within the Central Commercial zone with a Use Permit approved by the Planning Commission
- 2) That the proposed location of the use and the conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.
The location of the new use will be located on land that is currently vacant and underutilized, and conditions of approval have been placed upon the use ensuring that it will not be detrimental to the public health, safety, or welfare or materially injurious to properties.
- 3) That the proposed use is in conformance with the General Plan.
Commercial businesses are allowed within the land use designation of General Commercial.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Willows does hereby find that the request to locate a mobile food trailer is consistent with the General Plan, and the City of Willows Municipal Code; and hereby grants the Appeal approving Conditional Use Permit (file # UP-24-02), subject to the attached conditions of approval.

PASSED AND ADOPTED by the City Council of the City of Willows this 13th day of August 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Gary Hansen, Mayor

Amos Hoover, City Clerk

Use Permit (UP-24-02) Conditions of Approval
For new Mobile Food Trailer
W Sycamore Street/APN: 002-161-001
City Council approval date: _____2024

GENERAL

1. That the applicant/developer shall enter into a *Pass-Through Agreement* with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this project.
2. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies, and Fees of the City of Willows.
3. In any case where a use, permitted by a use permit, is not made on the project subject to the permit within the time specified in the permit or within one year after the date of granting thereof, then without further action, the permit shall be null, and void and such use shall not be made of the property except upon the granting of a new permit.
4. All plans for additional uses, which are not covered by this review, shall be submitted to the City Manager/Planning Commission for review and approval prior to use.
5. Any new signage to advertise the business shall obtain sign permit approval from the city prior to installation.
6. The business shall obtain a city business license prior to operation.

GLENN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT

7. The applicant will need to apply for and obtain a Food Facility Permit from the County Health Department prior to opening for business.
8. The applicant must submit plans to the Department for review and approval per the food facility plan check requirements on the county website. Contact Jay Bhakta at 530-934-6102.
9. The mobile food trailer shall be removed from the site and kept at an approved commissary nightly.

FIRE DEPARTMENT

10. All applicable fire fees shall be paid prior to the issuance of any building permit.
11. All fire and alarm systems must meet the approval of the Fire Chief.
12. The business shall provide fire extinguishers in accordance with the 2022 CFC.
13. A Pre-Fire Plan and Inspection will need to be completed before occupancy of the building.
14. Regular Fire Department safety inspections shall occur annually.

ADDITIONAL CONDITIONS:

15. To the extent feasible, applicants will comply with downtown design guidelines.
16. Trash/refuse shall be removed daily.
17. Project will return to the Planning Commission after 1-year for an annual review. Commission may require additional reviews.
18. All structures shall be removed within 30-days of business closure.
19. Facility shall operate in accordance with local laws.
20. Any ADA requirements shall be enforced at building permit stage.
21. Changes in hours, days, or operating procedures must be reported to the Community Development Department.
22. Any sub-consultants and contractors shall have valid business licenses.
23. The generator shall meet Air Quality Standards and Noise Standards.
24. Restroom shall be maintained in a clean manner and screened from public view.



Date: July 17, 2024
To: Planning Commission
From: Byron Turner, Principal Planner
Subject: Minor Use Permit/ File #UP-24-02/W. Sycamore Street @ N. Plumas

Background: The Planning Commission continued this item on May 15th to allow the applicant to provide additional information, include additional conditions, and ensure that the project was noticed properly. Staff has confirmed that the item has been posted in the newspaper and that notices have been sent to property owners within 300 feet of the subject property. The following Conditions of Approval have been added:

15. To the extent feasible, applicant will comply with downtown design guidelines.
16. Trash/refuse shall be removed daily.
17. Project will return to the Planning Commission after 1-year for an annual review. Commission may require additional reviews.
18. All structures shall be removed within 30-days of business closure.
19. Facility shall operate in accordance with local laws.
20. Any ADA requirements shall be enforced at building permit stage.
21. Changes in hours, days, or operating procedures must be reported to the Community Development Department.
22. Any sub-consultants and contractors shall have valid business licenses.
23. Generator shall meet Air Quality Standards and Noise Standards.
24. Restroom shall be maintained in a clean manner and screened from public view.

Additionally, the ABC licensing condition has been removed.

Recommendation: Staff recommends the Commission receive the Staff Report, attachments, discuss, and upon conclusion, consider adoption the attached resolution.

Rationale for Recommendation: Per WMC 18.55.030(09) Outside Sales and transient or mobile business operations are allowed with an approved use permit from the Planning Commission.

Background:

The subject property is located in the Central Commercial zoning district, on the corner of W. Sycamore St. and N. Plumas St. The site is currently vacant. The General Plan Designation is General Commercial.

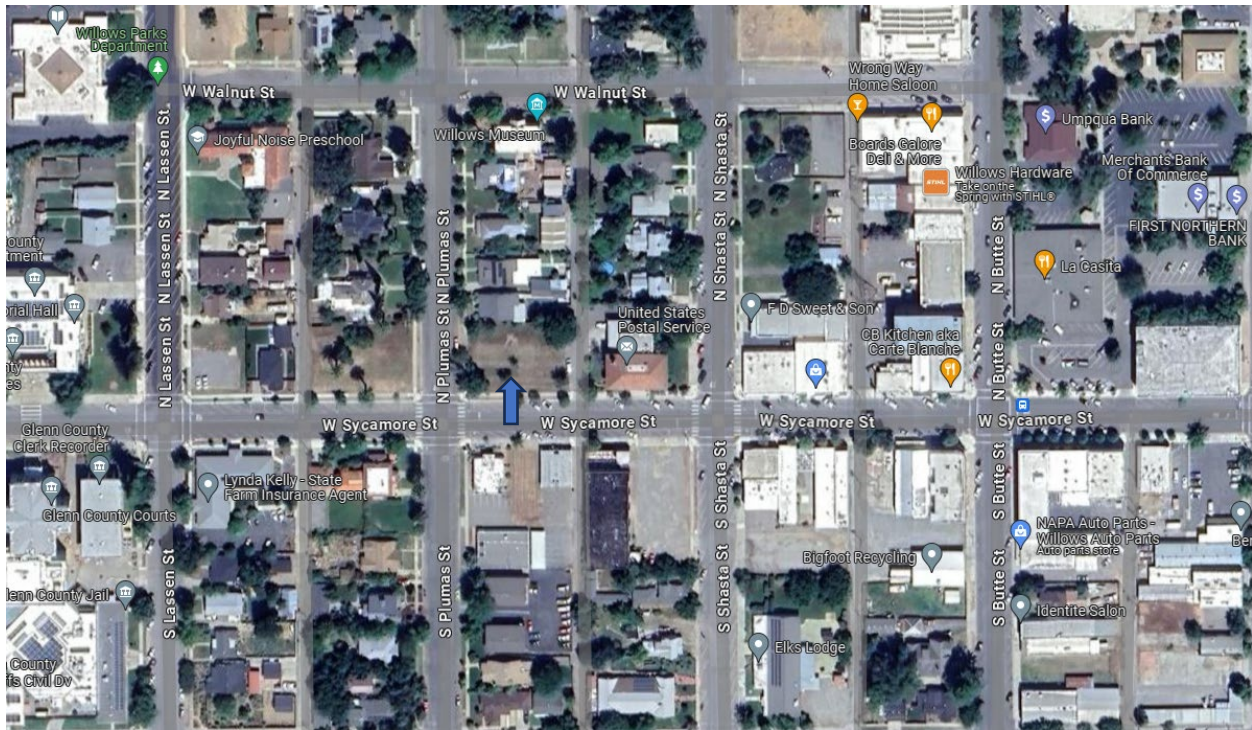


Figure 1: Location

Project

The applicant proposes to utilize the existing vacant lot to place a mobile food trailer, which is a conditionally permitted use in the CC District.

Discussion:

The business plans to be open daily from 8am to 6pm, and proposes a community atmosphere. The applicant plans on serving breakfast, lunch & dinner. The applicant is proposing to install asphalt across the 150 ft. front side of W. Sycamore Street and 30 ft. on Plumas. The applicant, who is in the process of purchasing the lot, will remove 2 trees from the center property, and will hire a landscaper to maintain the lot.



Figure 2: Trailer

The applicant currently holds a food facility permit and intends to use a carport structure for shade and a silent generator for electricity. A portable “porty-potty” still toilet will be located on site with a required hand washing station.

The applicant has future plans to build and operate a butcher and commissary with upstairs residence in the future.

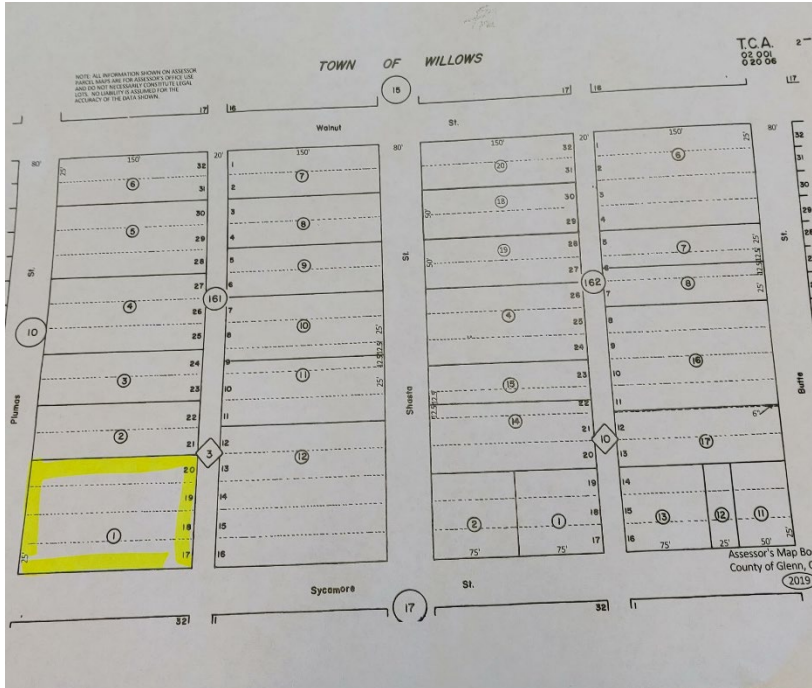


Figure 3: APN Map

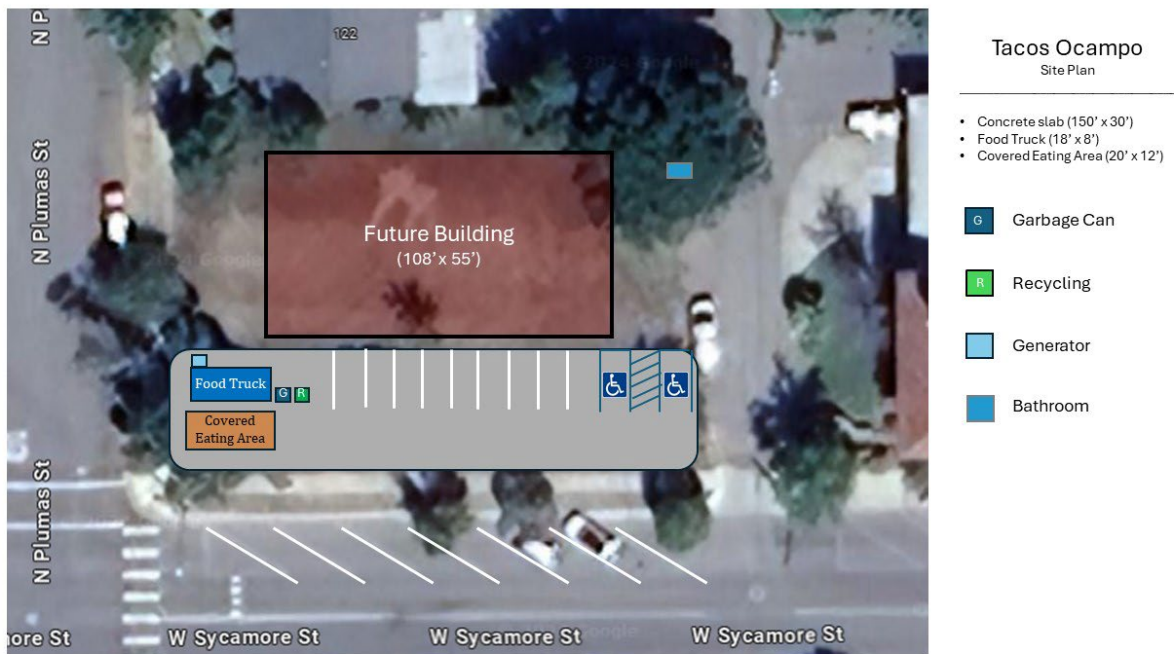


Figure 4: Site Plan



Figure 5: Carpo



Figure 6: Generator

Discussion & Analysis:**Use Permit:**

The applicant proposes to utilize the existing vacant lot to place a mobile food trailer, which is a conditionally permitted use in the CC District.

The General Commercial designation provides for a variety of general retail businesses including, but not necessarily limited to: banks, business offices, food, hardware, variety, department, drug, and clothing stores. The applicant is also/has obtained necessary permits from Environmental Health.

The surrounding zoning is the same as the site with commercial uses to the north, and east. General Commercial is the zoning to the south.

The site is exempt from off-street parking requirements (WMC 18.55.060). Signage exists on the trailer itself.

Findings of Fact for use permit approval is required per WMC Chapter 18.135.050. These findings are included in the Draft Resolution and are as follows:

- (1) That the use is consistent with the purposes of the district in which the site is located; and
- (2) That the proposed location of the use and the conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity; and
- (3) That the proposed use is in conformance with the general plan. [Ord. 632-91 § 26.05, 10-22-91].

In accordance with Section 18.135.030 notice of this public hearing was published in the local newspaper ten (10) days prior to the public hearing and all property owners as indicated on the latest secured Assessor's records within 300 feet of the subject property were sent notice of the hearing. As of the date of preparation of this report no written or verbal public comments have been received by this office.

Fiscal Impact:

A PTA has been deposited for processing of the application.

Attachments:

1. Draft Resolution
2. Draft Conditions of Approval
3. Public Comment

PC RESOLUTION NO. _____-2024

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS APPROVING
USE PERMIT (FILE # UP-24-02) TO ALLOW ESTABLISHMENT OF A MOBILE FOOD TRAILER
FOR PROPERTY LOCATED AT W SYCAMORE STREET ASSESSORS PARCEL NUMBER 002-161-
001 WITHIN THE CENTRAL COMMERCIAL ZONE**

WHEREAS, the applicant, Juan Carlos Ocampo and Christina Ocampo has made application for Use Permit approval to allow establishment of a Mobile Food Trailer; and

WHEREAS WMC Chapter 18.55.030(11) allows for Outside Sales and transient or mobile business operations are allowed within the Central Commercial zone with a Use Permit approved by the Planning Commission; and

WHEREAS notice of the Planning Commission meeting held on May 15, 2024, was published in a newspaper of general circulation in the City in accordance with law, and mailing to property owners within 300 feet were sent; and,

WHEREAS the Planning Commission did, on May 15, 2024, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and,

WHEREAS the Planning Commission directed staff to return to the Planning Commission with additional information and Conditions of Approval, and,

WHEREAS notice of the Planning Commission meeting held on July 17th, 2024, was published in a newspaper of general circulation in the City in accordance with law, and mailing to property owners within 300 feet were sent; and,

WHEREAS the Planning Commission did, on July 17th, 2024, hold a public hearing to consider all public oral and written comments, letters and documents, staff reports, and all other documents and evidence which are a part of the Record; and,

WHEREAS the Planning Commission does find that the proposed project qualifies as a Categorical Exemption under Sections 15301 & 15303; and

WHEREAS pursuant to Section 18.135.050 of the Zoning Ordinance, the following findings are made:

1) That the use is consistent with the purposes of the district in which the site is located.

WMC Chapter 18.55.030(11) allows for Outside Sales and transient or mobile business operations are allowed within the Central Commercial zone with a Use Permit approved by the Planning Commission

2) That the proposed location of the use and the conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.

The location of the new use will be located on land that is currently vacant and underutilized, and conditions of approval have been placed upon the use ensuring that it will not be detrimental to the public health, safety, or welfare or materially injurious to properties.

3) That the proposed use is in conformance with the General Plan.

Commercial businesses are allowed within the land use designation of General Commercial.

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Willows does hereby find that the request to allow establishment of a mini-mart style market is consistent with the General Plan, and the City of Willows Municipal Code; and hereby approves Conditional Use Permit (file # UP-24-02), subject to the attached conditions of approval.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted at a regular meeting of the Planning Commission of the City of Willows on the 17th day of July 2024 by the following vote, to wit:

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

APPROVED: _____

Pedro Bobadilla, Chairperson

ATTEST: _____

Amos Hoover, City Clerk

Use Permit (UP-24-02) Conditions of Approval
For new Mobile Food Trailer
W Sycamore Street/APN: 002-161-001
PC approval date: _____2024

GENERAL

1. That the applicant/developer shall enter into a *Pass-Through Agreement* with the City of Willows to pay the cost of all planning review, plan checking and field inspection of this project.
2. The approval of this project shall be subject to the latest adopted Ordinances, Resolutions, Policies, and Fees of the City of Willows.
3. In any case where a use, permitted by a use permit, is not made on the project subject to the permit within the time specified in the permit or within one year after the date of granting thereof, then without further action, the permit shall be null, and void and such use shall not be made of the property except upon the granting of a new permit.
4. All plans for additional uses, which are not covered by this review, shall be submitted to the City Manager/Planning Commission for review and approval prior to use.
5. Any new signage to advertise the business shall obtain sign permit approval from the city prior to installation.
6. The business shall obtain a city business license prior to operation.

GLENN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT

7. The applicant will need to apply for and obtain a Food Facility Permit from the County Health Department prior to opening for business.
8. The applicant must submit plans to the Department for review and approval per the food facility plan check requirements on the county website. Contact Jay Bhakta at 530-934-6102.
9. The mobile trailer shall be removed from the site and kept at an approved commissary nightly.

FIRE DEPARTMENT

10. All applicable fire fees shall be paid prior to the issuance of any building permit.
11. All fire and alarm systems must meet the approval of the Fire Chief.
12. The business shall provide fire extinguishers in accordance with the 2022 CFC.
13. A Pre-Fire Plan and Inspection will need to be completed before occupancy of the building.
14. Regular Fire Department safety inspections shall occur annually.

ADDITIONAL CONDITIONS:

15. To the extent feasible, applicants will comply with downtown design guidelines.
16. Trash/refuse shall be removed daily.
17. Project will return to the Planning Commission after 1-year for an annual review. Commission may require additional reviews.
18. All structures shall be removed within 30-days of business closure.
19. Facility shall operate in accordance with local laws.
20. Any ADA requirements shall be enforced at building permit stage.
21. Changes in hours, days, or operating procedures must be reported to the Community Development Department.
22. Any sub-consultants and contractors shall have valid business licenses.
23. The generator shall meet Air Quality Standards and Noise Standards.
24. Restroom shall be maintained in a clean manner and screened from public view.

Use Permit Application File #UP-24-02 Corner of Sycamore & Plumas

Planning commissioners please consider at meeting scheduled for June 19, 2024

Yes I am old, I was born and raised in Willows, as we try to preserve and keep what is left of our historic downtown Willows, I know a food truck with porta potty, carport awning and generator running 10 hours will not enhance our downtown area. I believe a food truck many years ago applied to be placed in the 200 block of West Sycamore at the old Ben Franklin location and the argument was there would be too much trash associated with the particular project, so he placed it at next to the Inkwell.

I am all for new businesses but there are places that food trucks belong, also how much tax revue will this actually generate? Too many same businesses are fighting to stay afloat, Willows has pop up food restaurants that do not go thru the process and are depriving Willows of tax revue, also pop ups selling fruit on street corners, does code enforcement monitor these and enforce the ordinances?

Thank you for your time.

Respectfully,

Rebecca Jarman Warno

Amos Hoover

From: Joan <joanbelforte@yahoo.com>
Sent: Tuesday, May 28, 2024 2:47 PM
To: Amos Hoover
Subject: Food Truck Plumas street

[You don't often get email from joanbelforte@yahoo.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Sent from my iPad

> On May 28, 2024, at 9:33 AM, Joan <joanbelforte@yahoo.com> wrote:

>

> To Whom It May Concern;

>

> As business owners in Willows for over forty years we would like to address the proposed mobil food unit on Plumas Street. Our office is a mere half block from the site. We do NOT believe that a taco truck is compatible with what is left of our historic district.

> Mobile food trucks are a popular option for many residents and we would like to see more of them in Willows...in the right place. Possibly a zone could be created by an innovative planning commission that would include several types of food choices, shade, green space, tables, and clean restrooms (not port-a-potties).

> We want to see Willows thrive, it is necessary for our city workers and all businesses including our own. However, we do not approve of growth for growth's sake.

> We hope that this enterprising local family was not misled when they purchased this lot. Whatever their future plans for that location may be the commission need only address the current proposal. There is nothing about this that represents good planning. When you carefully consider the future of the Willows downtown district please oppose this location and work toward creating a more appropriate one.

>

> Thank you

>

Respectfully,

>

>

Dennis S. Thodas DDS

>

Joan B. Thodas

>

> Sent from my iPad

Dear Willows Planning Commission,

I own property next to Plumas and Sycamore, I understand that you plan on putting a food truck close to this property. I am against this and would like this not to happen. I'm afraid it will have the public loitering around and using all the street space in front of my property.

Thank you,

Sherri Duggins

6/19/2024

June 26, 2024

Joe -

I have concerns over two pending planning projects, both regarding mobile food trucks.

- A. Minor Use Permit / File VP-24-02 Sycamore St / N. Plumas
- The food truck is considered a "mobile business"
 - The zoning is central commercial
 - The "use" determination as a mobile business puts it into zoning requirement for a Conditional use permit.
 - The City Planner did not consider this use to be a "Cafe, restaurant, or catering shop", which is a permitted use in the C.C. zone.
- B. Design Review / File DR-23-03 / 844 W. Wood St.
- The food truck is being considered as an allowed use because it is similar to "Cafes, restaurants, and catering shops"
 - The entry way zoning PROHIBITS mobile businesses.
 - This project is not only being allowed - there is only design review. No use permit process.

Issue

The two proposed projects are essentially the same, but being interpreted differently. I believe that this is incorrect, and sets the city up for liability from the Sycamore Street project applicants.

This was brought to my attention by a very frustrated planning Commissioner and I believe needs to be addressed

prior to any further actions by the planning commission.
Based on the two zoning districts, if the food trucks are considered to be a "mobile business" then:

1. Sycamore / Plumas Project requires a C.U.P.
2. Wood Street Project is a prohibited use and applicant would have to pursue a re-zone (based on city past practice).

If the food trucks are deemed to be similar to "cafes, restaurants and catering shops" then:

1. Sycamore St / Plumas Project is a permitted use and NO CUP is required.
2. Wood Street Project would be considered a permitted use.

I was on the City Council when the Entry Way Zone was developed, and it was definitely not the desire of the city to develop the main artery w/ food trucks — if no drive through windows are allowed on a structure (i.e. no fast food etc), then allowing food trucks is a stretch. Cafes and restaurants are typically considered to be an actual building, as would a catering "shop".

I appreciate you looking into this matter for the benefit of the community and the planning commission.


Lorri Pride



DISCUSSION & ACTION CALENDAR



Date: August 13, 2024

To: Honorable Mayor and Councilmembers

From: Nathan Monck, Fire Chief
Marti Brown, City Manager

Subject: Appeal Hearing: 141 North Crawford Street, Confirmation of Cost of Abatement

Recommendation:

Consider Mr. Chang Wang's appeal to the City Council's prior decision to place a lien on 141 North Crawford Street for the cost to abate the property in the amount of \$18,970.75.

Rationale for Recommendation:

Mr. Chang Wang is entitled to an appeal of the council's decision at his request per the Willows Municipal Code 1.10.070.

Background:

At the July 23, 2024, City Council meeting, the Council voted 4-0 to confirm the cost of abatement work that occurred at 141 North Crawford Street, APN 001-152-007, in the amount of \$18,970.75 and placing a lien on the property via the Glenn County tax roll if not paid in full by August 2, 2024.

Discussion & Analysis:

Attachment 1 discusses and explains the reasoning for the costs to abate.

Consistency with Council Priorities and Goals:

The staff recommendation is consistent with Priority #1: Financial Stability by ensuring that the General Fund is not burdened with expenses that should be incurred by other entities, as well as Priority #3: Public Safety by abating city properties and ensuring the City's fire insurance rating (ISO) remains low and affordable to Willows residents.

Fiscal Impact:

While there are no hard costs to placing a lien on 141 North Crawford Street, the General Fund would bear the burden of absorbing the cost of the abatement efforts at 141 North Crawford Street if no lien is placed on the property and/or if Mr. Wang does not pay the abatement fee.

Attachments:

- Attachment 1: Staff Report Packet from July 23, 2024, City Council Meeting



Date: July 23, 2024
To: Honorable Mayor and Councilmembers
From: Nathan Monck, Fire Chief
Marti Brown, City Manager
Subject: 141 North Crawford Street, Confirmation of Cost of Abatement

Recommendation:

Consider and adopt Resolution XX-2024, confirming the cost of abatement work that occurred at 141 North Crawford Street, APN 001-152-007, in the amount of \$18,970.75 and placing a lien on the property via the Glenn County tax roll if not paid in full by August 2, 2024.

Rationale for Recommendation:

Extensive code enforcement actions were undertaken at 141 North Crawford Street. Considerable resources were employed to abate the property, including hiring a contractor to clean it up. To date, the property owner, Mr. Wang, has made very little to no effort to abate the property.

Background:

On May 17, 2023, Mr. Wang pulled a demolition permit for the structure at 141 North Crawford Street (Attachment 1). On November 8, 2023, the Willows Fire Department issued an official notice of violation of 141 North Crawford Street (Attachment 2). The notice outlined the presence of multiple code enforcement violations (WMC § 8.10.020 (2B), WMC § 08.10.020 (2F), WMC § 08.10.020 (2H), WMC § 08.10.020 (2K), WMC § 8.10.020 (23). The notice also outlined the protest process, and that the property owner is required to provide a written plan of correction to the City of Willows no later than December 1, 2023, and that all code enforcement violations should be corrected by January 5, 2024.

On November 28, 2023, Chief Monck contacted Mr. Wang via telephone as no response had been received. Mr. Chang provided the department with an email address and an electronic copy of the notice was sent. Mr. Chang stated that he would have a written plan of correction to the department no later than December 1, 2023. On December 11, no plan of correction had been received and a voicemail was left for Mr. Change by the Fire Chief.

On December 12, 2023, contact was made via telephone with the property owner. Mr. Chang stated that the building would be torn down no later than December 19, 2023. He was directed to send a written plan of correction by the end of business day or a \$500 per day penalty would accrue for failure to provide written plan of correction (as permitted under the Willows Municipal Code (WMC)).

On December 13, a second notice of violation was issued with a \$500 per day fine assessed for failure to provide a written plan of correction (Attachment 3). Chief Monck received a text message from Mr. Wang on December 13, 2023, stating that the property would be cleaned up no later than December 25, 2023 (Attachment 4).

On December 26 and 29, Chief Monck inspected the Property and no change in the property's condition was observed. Mr. Wang texted Chief Monck on December 29 stating "The building will be down by next Friday" (January 5, 2024).

The Property was inspected on January 5 and 7, 2024, and no noticeable progress was found. On January 8, 2024, Chief Monck issued a 3rd violation notice assessing \$500 per day per violation, a total of \$2500 per day (Attachment 5). After receipt of the 3rd violation, Mr. Wang texted Chief Monck stating the house would be down by January 10, 2024. Chief Monck again inspected the property on January 10 and found no noticeable progress. On January 12, Chief Monck received a text message from the unlicensed contractor that they were at the property working (Attachment 6). An inspection was performed, and work had finally begun. On January 19, the physical structure had been demolished but a significant amount of rubble and debris was still on the property (Attachment 7).

On February 12, 2024, Chief Monck emailed Mr. Wang and advised him that there was still considerable amounts of rubble and debris present at the site. It needed to be cleaned up and fines continued to accrue (Attachment 8). The property was inspected multiple times in the month of February with limited improvement. On March 13, a fourth violation notice was issued stating that the city would be forced to take action should the property not comply with the municipal code by April 1, 2024 (Attachment 9).

On April 1, 2024, a 72-hour notice of summary abatement was issued and posted at the property as required (Attachment 10). On April 8, multiple hazards still existed at the property (Attachment 11) and were abated by the City Contractor. The property was brought into compliance and fines ceased (Attachment 12).

On April 12, 2024, an invoice was emailed to Mr. Wang for the code enforcement action, and he was directed to contact City Manager Brown regarding any concerns and to schedule a payment plan if needed (Attachment 13). On May 21, Mr. Wang was emailed concerning the status, as no attempt to contact City Manager Brown or myself had been made. Mr. Wang indicated that he was going to seek legal counsel as he could not afford the fines.

Discussion & Analysis:

As demonstrated by the documentation, Mr. Wang was given ample opportunity throughout the code enforcement process to address the issues at his property over the course of nearly 6 months and was issued 5 notices of violation for which he confirmed receipt. Throughout the enforcement actions multiple phone, email and texts conversations were had concerning the property. On multiple occasions, Fire Chief Monck granted leniency and time extensions as Mr. Wang promised repeatedly that the property would be abated and not require further City action.

Since the goal of code enforcement is voluntary compliance, staff recommend recovery of the actual cost of the code enforcement action and abatement in the amount of \$18,970.75 and forego collecting the additional penalties and fines that were issued.

The council is required to hold a public hearing to confirm the actual cost of abatement, allow the property owner to protest, and potentially place the cost of the enforcement action on the FY2024-2025 tax rolls as a lien on the property. As property maintenance is the responsibility of the property owner, costs associated with code enforcement actions should be the responsibility of those whose negligence caused the action and abatement - not the Willows taxpayer.

Consistency with Council Priorities and Goals:

The recommended action is consistent with Council Priority #3: Public Safety by ensuring the community's public safety through weed/nuisance abatement of city properties, as well as Priority #1: Financial Stability by protecting the General Fund from undue costs that are the responsibility of private property owners.

Fiscal Impact:

The total cost to abate the property located at 141 North Crawford Street, APN 001-152-007, was \$18,970.75. This includes Fire Department staff time and fees paid to the Contractor for clean-up. Should the Council reject adopting the attached resolution, the City's General Fund will be burdened by this expense, and it will be reduced by an additional \$18,970.75.

Attachments:

- Attachment 1: Resolution XX-2024
- Attachment 2: Demolition Permit
- Attachment 3: First Notice of Violation
- Attachment 4: Second Notice of Violation
- Attachment 5: Text Message w/Mr. Wang
- Attachment 6: Third Notice of Violation
- Attachment 7: Text Message with Property Owner's Contractor
- Attachment 8: Photo #1 of Property
- Attachment 9: Email to Property Owner
- Attachment 10: Fourth Notice of Violation and 72-hour Notice of Summary Abatement

- Attachment 11: Notice of Summary Abatement
- Attachment 12: Photo #2 of Property
- Attachment 13: Photo #3 of Property
- Attachment 14: Code Enforcement Invoice



**City of Willows
Resolution xx-2024**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS CONFIRMING COSTS OF
ABATEMENT OCCURRING AT 141 N CRAWFORD ST, WILLOWS CA, 95988, APN 001-152-007; AND
DECLARING THE PLACEMENT OF THOSE COSTS AS A LEIN UPON THE PROPERTY IF NOT PAID IN FULL
BY AUGUST 2ND 2024**

WHEREAS, the PROPERTY listed above was properly noticed of code enforcement violations on November 8th 2023; and

WHEREAS, the required notices as set forth in Section 39500 through 39588 of the Government Code have been sent as required by law; and

WHEREAS, the owners of said property have an opportunity to protest and that no such formal request for protest was received,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Willows held the required public protest hearing on July 23rd, 2024, and hereby confirms the costs of abatement as directed by the City Council of the City of Willows to reflect the true costs of code enforcement activities in the amount of \$18,970 and hereby declares those costs as a lien upon the property if full payment is not received by August 2nd 2024.

PASSED AND ADOPTED by the City Council of the City of Willows this 23rd day of July 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Gary Hansen, Mayor

Amos Hoover, City Clerk



City of Willows
Community Development Services Department

BUILDING PERMIT

201 N Lassen Street
Willows, CA 95988
Office 530-934-7041

Attachment 2

PERMIT #: 4925

ISSUED DATE: 05/17/2023

LICENSED CONTRACTORS DECLARATION

I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

License No.: _____ License Class: _____

Contractor: _____ Date: _____

OWNER BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (Section 7031.5, Business and Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors' State License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do ☐ all or ☐ portions of the work, and the structure is not intended or offered for sale (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who, through employees or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.).

☒ I, as owner of the property, am exclusively contracting with licensed Contractors to construct the project (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who builds or improves thereon, and who contracts for the projects with a licensed Contractor pursuant to the Contractors' State License Law.)

☐ I am exempt from licensure under the Contractors' State License Law for the following reason:

By my signature below I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have built as an owner-builder if it has not been constructed in its entirety by licensed contractors. I understand that a copy of the applicable law, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted at the following website: <http://www.tecinfo.ca.gov/calaw.html>.

Signature of Property Owner or Authorized Agent: _____

Date: 7/26/2023

WORKERS' COMPENSATION DECLARATION

WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. Policy No.: _____

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

Carrier: _____ Policy Number: _____

Name of Agent: _____ Phone Number: _____

☐ I certify that, in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature of Applicant: _____ Date: _____

DECLARATION REGARDING CONSTRUCTION LENDING AGENCY

I hereby affirm under penalty of perjury that there is a construction lending agency for the performance of the work for which this permit is issued (Section 8172, Civil Code)

Lender's Name: _____ Branch Designation: _____

Lender's Address: _____

By my signature below, I certify to each of the following: I am the property owner or authorized to act on the property owner's behalf. I have read this application and the information I have provided is correct. I agree to comply with all applicable City and County ordinances, rules and regulations and state laws relating to building construction and with any and all conditions of permit. I agree to defend, indemnify, and hold harmless the City of Willows, its agents, officers, and employees from any and all claims and liability for personal injury, including death, and property damage caused by, arising out of or in any way connected with the issuance of this permit. This permit does not authorize the use or occupancy of any City right-of-way. I hereby authorize representatives of the City of Willows to enter the above-identified property for inspection purposes. I hereby certify that I am the property owner or am authorized to act on the property owner's behalf.

CHANG WANG
NAME OF PERMITTEE
PRINT
SIGNATURE
DATE: 7/26/2023

☒ PROPERTY OWNER/AUTHORIZED AGENT

☐ CONTRACTOR

OWNER INFORMATION

141 N CRAWFORD AVE	001-152-0070
PROPERTY LOCATION (Street/Address)	PARCEL NUMBER
WANG CHANG S & YEN L J/T	707-208-5378
PROPERTY OWNER (Name)	PHONE NUMBER
2047 GARDENVIEW PL SANTA ROSA, CA 95400	
PROPERTY OWNER MAILING ADDRESS	

CONTRACTOR INFORMATION

OWNER/BUILDER	
CONTRACTOR (Name)	PHONE NUMBER
MAILING ADDRESS	
STATE LICENSE NUMBER	LICENSE CLASSIFICATION(S)

ENGINEER/ARCHITECT

ARCHITECT OR ENGINEER (Name)	PHONE NUMBER
MAILING ADDRESS	
LICENSE NUMBER	

VALUATION: \$ 4500

SQUARE FOOTAGE:	0
CONSTRUCTION TYPE:	Demolition
OCCUPANCY TYPE:	Residential

Setbacks: Front: _____ Side: _____ Rear: _____

DESCRIPTION OF WORK

DEMO RESIDENCE DUE TO FIRE; DEMO A TOTAL OF 1304 SQFT

FEES

(E08) Permit Issuance- Supplemental Permit	\$7.25
BLDG. FEE 3. Valuation: \$2001-25000	\$90.25
BSF: 1 - 25,000	\$1.00
CC 3% Convenience Fee	\$2.96

TOTAL: 101.46

APPROVED BY: 7/26/2023 TR

PERMIT EXPIRATION: 05/16/2024

CHANGWANG79Z@GMAIL.COM



OFFICIAL NOTICE
City of Willows
Notice of Violation Order to Abate

Location of violation 141 N Crawford

001-152-007-000*Address**Assessor's parcel number*Case No. WCE-23-11-08Date Issued 11/08/2023Notice was distributed to the following responsible person(s) *(name, address)*

Property Owner WANG CHANG S & WANG YEN L J/T 2047 GARDENVIEW PL SANTA ROSA CA 95403	Lessee	Other
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**The City of Willows has determined that the following section(s)
of the Municipal Code have been violated and constitute a nuisance.**

Violation	Code Section Violated	Violation Description
1	WMC § 8.10.020 (2B)	Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
2	WMC § 08.10.020 (2F)	Whenever, for any reason whatsoever, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is used.
3	WMC § 08.10.020 (2H)	Whenever the building or structure has been so damaged by fire, wind, earthquake, or flood, or has become so dilapidated or deteriorated, as to become an attractive nuisance to children who might play therein to their danger, or as to afford a harbor for vagrants, criminals, or immoral persons to resort thereto for the purpose of committing nuisance or unlawful or immoral acts.
4	WMC § 08.10.020 (2K)	Whenever any building or structure, by reason of obsolescence, dilapidated condition, deterioration, damage, electric wiring, gas connections, heating apparatus, or other cause, is in such condition as to be a fire hazard and is so situated as to endanger life or other buildings or property in the vicinity or provide a ready fuel supply to augment the spread and intensity of fire arising from any cause.
5	WMC § 8.10.020 (23)	Storage of refuse and waste matter throughout the property, which by reason of its location and character is unsightly and interferes with the reasonable enjoyment of property by neighbors.

The following actions are required to correct these violations within the prescribed time period(s).

Violation	Corrective Action Required	Deadline for Compliance
1-5	Provide written plan of correction outlining correction plan and timelines	December 1st, 2023
2	Remove or repair hazardous structure	January 5th 2024
3	Remove or repair hazardous structure	January 5 th 2024
4	Remove or repair hazardous structure	January 5 th 2024
5	Remove all hazardous and burned material	January 5 th 2024

YOU ARE HEREBY REQUIRED to abate this condition(s) to the satisfaction of the below-named person by January 5th 2024.

The City's goal is voluntary compliance. Failure to abate the above nuisance(s) by the prescribed deadline(s) may result in the City abating the nuisance(s). The City will seek recovery of all enforcement costs, including legal fees. The City of Willows has and will continue to commit resources to ensure that the above-mentioned public safety hazard is mitigated. The Property Owner after receiving notice, may request a public hearing in protest. Request for public hearing may be made within 14 days. Should a public hearing be requested, one will be scheduled within 30 days of the request.

For further information about this notice, please contact the following person:

Issued by: Nathan Monck

Name

530-934-3323

Phone

Fire Chief

Department

nmonck@cityofwillows.org

email



OFFICIAL NOTICE
City of Willows
Notice of Violation Order to Abate

Location of violation 141 N Crawford

001-152-007-000*Address**Assessor's parcel number*Case No. WCE-23-11-08Date Issued 12/13/2023Notice was distributed to the following responsible person(s) *(name, address)*

Property Owner WANG CHANG S & WANG YEN L J/T 2047 GARDENVIEW PL SANTA ROSA CA 95403	Lessee	Other
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**The City of Willows has determined that the following section(s)
of the Municipal Code have been violated and constitute a nuisance.**

Violation	Code Section Violated	Violation Description
1	WMC § 8.10.020 (2B)	Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
2	WMC § 08.10.020 (2F)	Whenever, for any reason whatsoever, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is used.
3	WMC § 08.10.020 (2H)	Whenever the building or structure has been so damaged by fire, wind, earthquake, or flood, or has become so dilapidated or deteriorated, as to become an attractive nuisance to children who might play therein to their danger, or as to afford a harbor for vagrants, criminals, or immoral persons to resort thereto for the purpose of committing nuisance or unlawful or immoral acts.
4	WMC § 08.10.020 (2K)	Whenever any building or structure, by reason of obsolescence, dilapidated condition, deterioration, damage, electric wiring, gas connections, heating apparatus, or other cause, is in such condition as to be a fire hazard and is so situated as to endanger life or other buildings or property in the vicinity or provide a ready fuel supply to augment the spread and intensity of fire arising from any cause.
5	WMC § 8.10.020 (23)	Storage of refuse and waste matter throughout the property, which by reason of its location and character is unsightly and interferes with the reasonable enjoyment of property by neighbors.

The following actions are required to correct these violations within the prescribed time period(s).

Violation	Corrective Action Required	Deadline for Compliance
1-5	Provide written plan of correction outlining correction plan and timelines	Immediately
2	Remove or repair hazardous structure	January 5 th 2024
3	Remove or repair hazardous structure	January 5 th 2024
4	Remove or repair hazardous structure	January 5 th 2024
5	Remove all hazardous and burned material	January 5 th 2024

YOU ARE HEREBY REQUIRED to abate this condition(s) to the satisfaction of the below-named person by January 5th 2024.

The City of Willows is assessing a \$500 penalty per day until a written plan of correction is received.

The City's goal is voluntary compliance. Failure to abate the above nuisance(s) by the prescribed deadline(s) may result in the City abating the nuisance(s). The City will seek recovery of all enforcement costs, including legal fees. The City of Willows has and will continue to commit resources to ensure that the above-mentioned public safety hazard is mitigated. The Property Owner after receiving notice, may request a public hearing in protest. Request for public hearing may be made within 14 days. Should a public hearing be requested, one will be scheduled within 30 days of the request.

For further information about this notice, please contact the following person:

Issued by: Nathan Monck
Name
530-934-3323
Phone

Fire Chief
Department
nmonck@cityofwillows.org
email

159



Attachment 5

+1 (707) 208-5378 >

Text Message
Tue, Dec 12, 10:11 AMNmonck@cityofwillows.org

Thanks

Wed, Dec 13, 10:34 AM

This is to inform you that the house
will be clean up by Dec 25.2023

Fri, Dec 22, 9:15 AM

Any update? Still doesn't look like
any progress

U try to reach contractor

Fri, Dec 22, 10:52 AM

I have not , I don't know who your
contractor is, nor is that my job .

Fri, Dec 29, 2:03 PM



Text Message





OFFICIAL NOTICE
City of Willows
Notice of Violation Order to Abate

Location of violation 141 N Crawford

001-152-007-000

Address

Assessor's parcel number

Case No. WCE-23-11-08Date Issued 01/08/2024

Notice was distributed to the following responsible person(s) (name, address)

Property Owner WANG CHANG S & WANG YEN L J/T 2047 GARDENVIEW PL SANTA ROSA CA 95403	Lessee	Other
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**The City of Willows has determined that the following section(s)
of the Municipal Code have been violated and constitute a nuisance.**

Violation	Code Section Violated	Violation Description
1	WMC § 8.10.020 (2B)	Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
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3	WMC § 08.10.020 (2H)	Whenever the building or structure has been so damaged by fire, wind, earthquake, or flood, or has become so dilapidated or deteriorated, as to become an attractive nuisance to children who might play therein to their danger, or as to afford a harbor for vagrants, criminals, or immoral persons to resort thereto for the purpose of committing nuisance or unlawful or immoral acts.
4	WMC § 08.10.020 (2K)	Whenever any building or structure, by reason of obsolescence, dilapidated condition, deterioration, damage, electric wiring, gas connections, heating apparatus, or other cause, is in such condition as to be a fire hazard and is so situated as to endanger life or other buildings or property in the vicinity or provide a ready fuel supply to augment the spread and intensity of fire arising from any cause.
5	WMC § 8.10.020 (23)	Storage of refuse and waste matter throughout the property, which by reason of its location and character is unsightly and interferes with the reasonable enjoyment of property by neighbors.

The following actions are required to correct these violations within the prescribed time period(s).

Violation	Corrective Action Required	Deadline for Compliance
1-5	Provide written plan of correction outlining correction plan and timelines	Immediately
2	Remove or repair hazardous structure	Immediately
3	Remove or repair hazardous structure	Immediately
4	Remove or repair hazardous structure	Immediately
5	Remove all hazardous and burned material	immediately

YOU ARE HEREBY REQUIRED to abate this condition(s) to the satisfaction of the below-named person by Immediately.

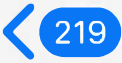
The City of Willows is assessing a \$500 penalty per day for violations 1-5 totaling \$2500 per day beginning January 8th 2023. These fines will cease when the property is brought into compliance. It is the property owners responsibility to notify the City of Willows when the property is brought into compliance to stop penalty accrual

The City's goal is voluntary compliance. Failure to abate the above nuisance(s) by the prescribed deadline(s) may result in the City abating the nuisance(s). The City will seek recovery of all enforcement costs, including legal fees. The City of Willows has and will continue to commit resources to ensure that the above-mentioned public safety hazard is mitigated. The Property Owner after receiving notice, may request a public hearing in protest. Request for public hearing may be made within 14 days. Should a public hearing be requested, one will be scheduled within 30 days of the request.

For further information about this notice, please contact the following person:

Issued by: Nathan Monck
Name
530-934-3323
Phone

Fire Chief
Department
nmonck@cityofwillows.org
email



Attachment 7

+1 (530) 717-3532 >

Text Message
Wed, Jan 10, 6:08 PM

Hey its Chris so sorry about today .
Me and my girl are breaking up . So
my head been a little messed up.
Same plan in the morning.

Thu, Jan 11, 12:33 PM

Drove by didn't see anyone . Tried
calling back and leaving some
messages and your VM is full

Who is this

Fire chief in willows .

Thu, Jan 11, 2:11 PM

Hey we will be there in the morning.
Had to finish up another job .my
apologies about other text .thatcwas
supposed to go to someone else .

Thought it was

Fri, Jan 12, 7:54 AM

We are here at n Crawford.



Text Message





Re: 141 N Crawford Follow Up From Text Message

Attachment 9

Nate Monck <nmonck@cityofwillows.org>

Mon 2/12/2024 12:43 PM

To: changwang792@gmail.com <changwang792@gmail.com>

Sir,

The structure at 141 N Crawford has been demolished but there still has been a considerable amount of rubble and debris present at the site. This property still violates Willows Municipal Code and is a blatant hazard. The property is still being assessed fines and penalties.

Please advise when you will finish having the property cleaned up so we can stop the accrual of fines once work has been completed.

Nathan Monck
Fire Chief/Paramedic
City of Willows
C-530-624-0384
W-530-934-3322





OFFICIAL NOTICE

City of Willows

Order to Abate & Notice of Summary Abatement

Location of violation 141 N Crawford

001-152-007-000

Address

Assessor's parcel number

Case No. WCE-23-11-08

Date Issued 03/13/2024

Notice was distributed to the following responsible person(s) (name, address)

Property Owner WANG CHANG S & WANG YEN L J/T 2047 GARDENVIEW PL SANTA ROSA CA 95403	Lessee	Other
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The City of Willows has determined that the following section(s) of the Municipal Code have been violated and constitute a nuisance.

Violation	Code Section Violated	Violation Description
1	WMC § 8.10.020 (2B)	Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
2	WMC § 08.10.020 (2F)	Whenever, for any reason whatsoever, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is used.
3	WMC § 08.10.020 (2H)	Whenever the building or structure has been so damaged by fire, wind, earthquake, or flood, or has become so dilapidated or deteriorated, as to become an attractive nuisance to children who might play therein to their danger, or as to afford a harbor for vagrants, criminals, or immoral persons to resort thereto for the purpose of committing nuisance or unlawful or immoral acts.
4	WMC § 08.10.020 (2K)	Whenever any building or structure, by reason of obsolescence, dilapidated condition, deterioration, damage, electric wiring, gas connections, heating apparatus, or other cause, is in such condition as to be a fire hazard and is so situated as to endanger life or other buildings or property in the vicinity or provide a ready fuel supply to augment the spread and intensity of fire arising from any cause.
5	WMC § 8.10.020 (23)	Storage of refuse and waste matter throughout the property, which by reason of its location and character is unsightly and interferes with the reasonable enjoyment of property by neighbors.

The following actions are required to correct these violations within the prescribed time period(s).

Violation	Corrective Action Required	Deadline for Compliance
1-5	Provide written plan of correction outlining correction plan and timelines	Immediately
2	Remove or repair hazardous structure	Immediately
3	Remove or repair hazardous structure	Immediately
4	Remove or repair hazardous structure	Immediately
5	Remove all hazardous and burned material	immediately

YOU ARE HEREBY REQUIRED to abate this condition(s) to the satisfaction of the below-named person by Immediately.

The City of Willows is assessing a \$500 penalty per day for violations 1-5 totaling \$2500 per day beginning January 8th 2024. These fines will cease when the property is brought into compliance. It is the property owners responsibility to notify the City of Willows when the property is brought into compliance to stop penalty accrual

The City of Willows will be forced to abate the property by use of a private 3rd party abatement contractor at your expense if the property is not brought into compliance by April 1st 2024.

The City's goal is voluntary compliance. Failure to abate the above nuisance(s) by the prescribed deadline(s) may result in the City abating the nuisance(s). The City will seek recovery of all enforcement costs, including legal fees. The City of Willows has and will continue to commit resources to ensure that the above-mentioned public safety hazard is mitigated. The Property Owner after receiving notice, may request a public hearing in protest. Request for public hearing may be made within 14 days. Should a public hearing be requested, one will be scheduled within 30 days of the request.

For further information about this notice, please contact the following person:

Issued by: Nathan Monck
Name
530-934-3323
Phone

Fire Chief
Department
nmonck@cityofwillows.org
email



OFFICIAL NOTICE
City of Willows
72 HOUR NOTICE
Notice of Summary Abatement

Location of violation 141 N Crawford

001-152-007-000

Address

Assessor's parcel number

Case No. WCE-23-11-08Date Issued 04/01/2024

Notice was distributed to the following responsible person(s) (name, address)

Property Owner WANG CHANG S & WANG YEN L J/T 2047 GARDENVIEW PL SANTA ROSA CA 95403	Lessee	Other
---	--------	-------

**The City of Willows has determined that the following section(s)
of the Municipal Code have been violated and constitute a nuisance.**

Violation	Code Section Violated	Violation Description
1	WMC § 8.10.020 (2B)	Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
2	WMC § 08.10.020 (2F)	Whenever, for any reason whatsoever, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is used.
3	WMC § 08.10.020 (2H)	Whenever the building or structure has been so damaged by fire, wind, earthquake, or flood, or has become so dilapidated or deteriorated, as to become an attractive nuisance to children who might play therein to their danger, or as to afford a harbor for vagrants, criminals, or immoral persons to resort thereto for the purpose of committing nuisance or unlawful or immoral acts.
4	WMC § 08.10.020 (2K)	Whenever any building or structure, by reason of obsolescence, dilapidated condition, deterioration, damage, electric wiring, gas connections, heating apparatus, or other cause, is in such condition as to be a fire hazard and is so situated as to endanger life or other buildings or property in the vicinity or provide a ready fuel supply to augment the spread and intensity of fire arising from any cause.
5	WMC § 8.10.020 (23)	Storage of refuse and waste matter throughout the property, which by reason of its location and character is unsightly and interferes with the reasonable enjoyment of property by neighbors.

The following actions are required to correct these violations within the prescribed time period(s).

Violation	Corrective Action Required	Deadline for Compliance
1-5	Provide written plan of correction outlining correction plan and timelines	Immediately
2	Remove or repair hazardous structure	Immediately
3	Remove or repair hazardous structure	Immediately
4	Remove or repair hazardous structure	Immediately
5	Remove all hazardous and burned material	immediately

YOU ARE HEREBY REQUIRED to abate this condition(s) to the satisfaction of the below-named person by Immediately.

The City of Willows is assessing a \$500 penalty per day for violations 1-5 totaling \$2500 per day beginning January 8th 2024. These fines will cease when the property is brought into compliance. It is the property owners responsibility to notify the City of Willows when the property is brought into compliance to stop penalty accrual

THE CITY OF WILLOWS CONTRACTOR WILL BE USED TO ABATE ALL HAZARDS ON APRIL 5th 2024, ALL COSTS ASSOCIATED WITH THIS ACTION WILL BE BILLED TO THE PROPERTY OWNER, INCLUDING LEGAL FEES.UNPAID INVOICES WILL BE PLACED AS A LIEN UPON THE PROPERTY.

The City's goal is voluntary compliance. Failure to abate the above nuisance(s) by the prescribed deadline(s) may result in the City abating the nuisance(s). The City will seek recovery of all enforcement costs, including legal fees. The City of Willows has and will continue to commit resources to ensure that the above-mentioned public safety hazard is mitigated. The Property Owner after receiving notice, may request a public hearing in protest. Request for public hearing may be made within 14 days. Should a public hearing be requested, one will be scheduled within 30 days of the request.

For further information about this notice, please contact the following person:

Issued by: Nathan Monck
Name
530-934-3323
Phone

Fire Chief
Department
nmonck@cityofwillows.org
email





141 N Crawford Code Enforcement Invoice

Attachment 14

Nate Monck <nmonck@cityofwillows.org>

Fri 4/12/2024 12:05 PM

To: Chang Wang <changwang792@gmail.com>

Cc: Marti Brown <mbrown@cityofwillows.org>

📎 1 attachments (423 KB)

Wang_141 N Crawford.pdf;

Sir,

Please see attached invoice for the Code Enforcement activities that the City was forced to undergo at your property.

As noted in the notices that you received, costs associated with code enforcement action including staff time, mandated abatement, would be billed and are the property owner's responsibility. All unpaid invoices will be placed as a lien upon the property. As also stated your property was assessed \$500 per day per violation, and that fines would cease when property was brought into compliance with applicable codes.

The City of Willows was forced, due to continued inaction and non-compliance, to perform a summary abatement of the property on April 8th 2024, and was properly noticed.

Should you have questions, or would like to set up a payment plan, feel free to reach out to City Manager Marti Brown at mbrown@cityofwillows.org.

Nathan Monck
Fire Chief/Paramedic
City of Willows
C-530-624-0384
W-530-934-3322





City of Willows
201 N Lassen Street
Willows, CA 95988
Phone: (530) 934-7041

Invoice: WANG2024

Date: April 11, 2024

Chang Wang
2047 Gardenvue Place
Santa Rosa, CA 95403

TERMS: Due Upon Receipt

DATE	REFERENCE	AMOUNT
4/11/2024	Code Enforcement 141 N Crawford Avenue	
	Fire Department Staff 11/08/23-04/08/24 99 hours @ \$82.90	\$8,207.10
	City Contractor Summary Abatement	\$6,969.50
	Fines and Penalties 01/08/24-04/08/24 \$2500/day @ 92 days	\$230,000.00
	Subtotal	\$245,176.60
	City of Willows Admin Fee 25%	\$61,294.15
	Total	<u>\$306,470.75</u>
		\$306,470.75

Please reference invoice number with your payment.



Date: August 13, 2024

To: Honorable Mayor and Councilmembers

From: Joanne Moore, Finance Director
Marti Brown, City Manager

Subject: FY 2023-24 Budget Report Summary (Period Ending June 30, 2023)

Recommendation:

Receive and discuss the presentation of the FY 2023-24 Budget Report Summary. Provide staff direction as necessary.

Rationale for Recommendation:

The Council's Finance Committee requested regular reporting and updates to the Council on the status of the City's finances.

Background:

Attachment 1 is a preliminary report for FY 2023-24. The City has entered the 13th period. In accounting, the 13th period is an additional period used to make year-end adjustments to the financial statements after the regular 12 monthly periods have ended, and close out the fiscal year. This additional period ensures that all financial transactions for the prior fiscal year are accurately recorded.

In addition, it helps to prepare the annual audit by allowing time to review and correct any discrepancies before the final financial statements are issued. For example, some common adjustments include accrued expenses and revenues that were not recorded during the regular periods (e.g., periods 1-12). The benefit of the 13th period is that we ensure that all financial transactions are recorded accurately for the fiscal year. This helps to comply with Generally Accepted Accounting Principles (GAAP), standards and regulations while providing a clear and transparent view of the City's financial position at year-end.

Discussion & Analysis:

Attached is the Budget Report Account Summary that is generated from the Finance Department's accounting software, Tyler Technologies ERP Pro10. The attached report covers the current budget, year-to-date activity, and remaining budget for the year. It provides each general ledger line item and is summarized by department.

Providing quarterly budget reports, holds all public officials accountable for their actions and decisions, and brings greater transparency and accountability to the City. By strengthening the relationship between the community and government, we can gain public support for municipal initiatives and projects by being open about goals, processes, and outcomes. Overall, transparency fosters a healthier, more democratic, and more effective city government.

Consistency with Council Priorities and Goals

Reporting tools, such as the Budget Summary, are consistent with Council Priority #1: Financial Stability emphasizing that achieving financial stability is a crucial foundation for addressing all other city and Council priorities. Educating the community on the City's fiscal health will aid in addressing future concerns regarding the City's budget.

Fiscal Impact:

There is no fiscal impact.

Attachment:

- Attachment 1: Budget Report Account Summary, FY 2023-24 (Period Ending: 06/30/24)



City of Willows

Budget Report

Account Summary

For Fiscal: 2023-2024 Period Ending: 06/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 202 - LOST & DAMAGED							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
202-000-76600	INTEREST EARNED	0.00	0.00	0.00	-0.29	-0.29	0.00 %
202-000-79950	TRUST FUND REVENUES	0.00	0.00	0.00	521.00	521.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	520.71	520.71	0.00%
Revenue Total:		0.00	0.00	0.00	520.71	520.71	0.00%
Expense							
Department: 120 - LIBRARY							
202-120-41002	LIBRARY PRINT MATERIALS	0.00	0.00	0.00	4,635.08	-4,635.08	0.00 %
Department: 120 - LIBRARY Total:		0.00	0.00	0.00	4,635.08	-4,635.08	0.00%
Expense Total:		0.00	0.00	0.00	4,635.08	-4,635.08	0.00%
Fund: 202 - LOST & DAMAGED Surplus (Deficit):		0.00	0.00	0.00	-4,114.37	-4,114.37	0.00%
Fund: 203 - DONATIONS LIBRARY							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
203-000-76600	INTEREST EARNED	0.00	0.00	0.00	-9.06	-9.06	0.00 %
203-000-79950	TRUST FUND REVENUES	0.00	0.00	0.00	935.00	935.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	925.94	925.94	0.00%
Revenue Total:		0.00	0.00	0.00	925.94	925.94	0.00%
Expense							
Department: 000 - NON-DEPARTMENTAL							
203-000-49999	TRUST FUND EXPENSES	0.00	0.00	0.00	4,502.99	-4,502.99	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	4,502.99	-4,502.99	0.00%
Expense Total:		0.00	0.00	0.00	4,502.99	-4,502.99	0.00%
Fund: 203 - DONATIONS LIBRARY Surplus (Deficit):		0.00	0.00	0.00	-3,577.05	-3,577.05	0.00%
Fund: 204 - MCDOLE TRUST LIBRARY							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
204-000-76600	INTEREST EARNED	0.00	0.00	0.00	-21.65	-21.65	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	-21.65	-21.65	0.00%
Revenue Total:		0.00	0.00	0.00	-21.65	-21.65	0.00%
Fund: 204 - MCDOLE TRUST LIBRARY Total:		0.00	0.00	0.00	-21.65	-21.65	0.00%
Fund: 205 - FRANCIS KING							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
205-000-76600	INTEREST EARNED	0.00	0.00	0.00	-31.33	-31.33	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	-31.33	-31.33	0.00%
Revenue Total:		0.00	0.00	0.00	-31.33	-31.33	0.00%
Fund: 205 - FRANCIS KING Total:		0.00	0.00	0.00	-31.33	-31.33	0.00%
Fund: 209 - PUBLIC COMPUTER LIBRARY							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
209-000-76600	INTEREST EARNED	0.00	0.00	0.00	-0.93	-0.93	0.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
209-000-79950	TRUST FUND REVENUES	0.00	0.00	0.00	650.50	650.50	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	649.57	649.57	0.00%
	Revenue Total:	0.00	0.00	0.00	649.57	649.57	0.00%
	Fund: 209 - PUBLIC COMPUTER LIBRARY Total:	0.00	0.00	0.00	649.57	649.57	0.00%
Fund: 210 - SMIP							
Revenue							
	Department: 000 - NON-DEPARTMENTAL						
210-000-79950	TRUST FUND REVENUES	0.00	0.00	0.00	117.49	117.49	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	117.49	117.49	0.00%
	Revenue Total:	0.00	0.00	0.00	117.49	117.49	0.00%
Expense							
	Department: 000 - NON-DEPARTMENTAL						
210-000-49999	TRUST FUND EXPENSES	0.00	0.00	0.00	46.96	-46.96	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	46.96	-46.96	0.00%
	Expense Total:	0.00	0.00	0.00	46.96	-46.96	0.00%
	Fund: 210 - SMIP Surplus (Deficit):	0.00	0.00	0.00	70.53	70.53	0.00%
Fund: 212 - CHILDREN'S SERVICES							
Revenue							
	Department: 000 - NON-DEPARTMENTAL						
212-000-76600	INTEREST EARNED	0.00	0.00	0.00	-1.70	-1.70	0.00 %
212-000-79950	TRUST FUND REVENUES	0.00	0.00	0.00	18,106.00	18,106.00	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	18,104.30	18,104.30	0.00%
	Revenue Total:	0.00	0.00	0.00	18,104.30	18,104.30	0.00%
Expense							
	Department: 000 - NON-DEPARTMENTAL						
212-000-49999	TRUST FUND EXPENSES	0.00	0.00	0.00	6,955.53	-6,955.53	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	6,955.53	-6,955.53	0.00%
	Expense Total:	0.00	0.00	0.00	6,955.53	-6,955.53	0.00%
	Fund: 212 - CHILDREN'S SERVICES Surplus (Deficit):	0.00	0.00	0.00	11,148.77	11,148.77	0.00%
Fund: 216 - COED SOFTBALL							
Expense							
	Department: 000 - NON-DEPARTMENTAL						
216-000-49999	TRUST FUND EXPENSES	0.00	0.00	0.00	104.89	-104.89	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	104.89	-104.89	0.00%
	Expense Total:	0.00	0.00	0.00	104.89	-104.89	0.00%
	Fund: 216 - COED SOFTBALL Total:	0.00	0.00	0.00	104.89	-104.89	0.00%
Fund: 219 - MEN'S FAST PITCH							
Revenue							
	Department: 000 - NON-DEPARTMENTAL						
219-000-79950	MEN'S FAST PITCH TRUST REVENUE	0.00	0.00	0.00	1,355.00	1,355.00	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	1,355.00	1,355.00	0.00%
	Revenue Total:	0.00	0.00	0.00	1,355.00	1,355.00	0.00%
	Fund: 219 - MEN'S FAST PITCH Total:	0.00	0.00	0.00	1,355.00	1,355.00	0.00%
Fund: 222 - SOFTBALL REPAIR							
Expense							
	Department: 000 - NON-DEPARTMENTAL						
222-000-49999	TRUST FUND EXPENSES	0.00	0.00	0.00	2,403.55	-2,403.55	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	2,403.55	-2,403.55	0.00%
	Expense Total:	0.00	0.00	0.00	2,403.55	-2,403.55	0.00%
	Fund: 222 - SOFTBALL REPAIR Total:	0.00	0.00	0.00	2,403.55	-2,403.55	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 233 - ENGINEERING						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
233-000-74002 ENCROACHMENT PERMITS	0.00	0.00	0.00	427.50	427.50	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	427.50	427.50	0.00%
Revenue Total:	0.00	0.00	0.00	427.50	427.50	0.00%
Fund: 233 - ENGINEERING Total:	0.00	0.00	0.00	427.50	427.50	0.00%
Fund: 234 - PLANNING						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
234-000-78005 PLANNING & ZONING FEES	0.00	0.00	0.00	12,553.07	12,553.07	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	12,553.07	12,553.07	0.00%
Revenue Total:	0.00	0.00	0.00	12,553.07	12,553.07	0.00%
Expense						
Department: 060 - COMMUNITY DEVELOPMENT						
234-060-41300 PROFESSIONAL SERVICES	0.00	0.00	0.00	37.49	-37.49	0.00 %
Department: 060 - COMMUNITY DEVELOPMENT Total:	0.00	0.00	0.00	37.49	-37.49	0.00%
Expense Total:	0.00	0.00	0.00	37.49	-37.49	0.00%
Fund: 234 - PLANNING Surplus (Deficit):	0.00	0.00	0.00	12,515.58	12,515.58	0.00%
Fund: 236 - RECREATION TRUST						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
236-000-76600 INTEREST EARNED	0.00	0.00	0.00	-1.78	-1.78	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	-1.78	-1.78	0.00%
Revenue Total:	0.00	0.00	0.00	-1.78	-1.78	0.00%
Fund: 236 - RECREATION TRUST Total:	0.00	0.00	0.00	-1.78	-1.78	0.00%
Fund: 239 - JUMP START						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
239-000-76600 INTEREST EARNED	0.00	0.00	0.00	-7.05	-7.05	0.00 %
239-000-79950 TRUST FUND REVENUES	0.00	0.00	0.00	360.00	360.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	352.95	352.95	0.00%
Revenue Total:	0.00	0.00	0.00	352.95	352.95	0.00%
Expense						
Department: 130 - RECREATION						
239-130-40007 FICA - MEDICARE COSTS	0.00	0.00	0.00	229.52	-229.52	0.00 %
239-130-40010 PART-TIME SALARIES	0.00	0.00	0.00	3,000.00	-3,000.00	0.00 %
239-130-40999 OTHER EXPENDITURES	0.00	0.00	0.00	1,291.64	-1,291.64	0.00 %
Department: 130 - RECREATION Total:	0.00	0.00	0.00	4,521.16	-4,521.16	0.00%
Expense Total:	0.00	0.00	0.00	4,521.16	-4,521.16	0.00%
Fund: 239 - JUMP START Surplus (Deficit):	0.00	0.00	0.00	-4,168.21	-4,168.21	0.00%
Fund: 245 - BUILDING STANDARDS						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
245-000-74147 SB1473 FEE COLLECTIONS	0.00	0.00	0.00	367.00	367.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	367.00	367.00	0.00%
Revenue Total:	0.00	0.00	0.00	367.00	367.00	0.00%
Fund: 245 - BUILDING STANDARDS Total:	0.00	0.00	0.00	367.00	367.00	0.00%
Fund: 301 - GENERAL						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
301-000-70101 CURRENT SECURED PROPERTY TAX	0.00	1,081,200.00	0.00	1,121,188.77	39,988.77	103.70 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
301-000-70102	PROPERTY TAX IN LIEU MVLF	0.00	747,240.00	0.00	777,350.70	30,110.70	104.03 %
301-000-71001	SALES TAX	0.00	1,537,725.00	0.00	1,140,121.82	-397,603.18	25.86 %
301-000-71002	TRANSIENT OCCUPANCY TAX	0.00	732,250.00	0.00	469,847.78	-262,402.22	35.84 %
301-000-71003	REAL PROPERTY TRANSFER TAXES	0.00	17,000.00	0.00	11,235.68	-5,764.32	33.91 %
301-000-71004	PROP 172 SALES TAX	0.00	28,730.00	0.00	28,212.65	-517.35	1.80 %
301-000-72001	FRANCHISE - ELECTRIC & GAS	0.00	75,495.00	0.00	77,495.52	2,000.52	102.65 %
301-000-72002	FRANCHISE - WATER	0.00	65,325.00	0.00	122,027.10	56,702.10	186.80 %
301-000-72003	FRANCHISE - CABLE TV	0.00	37,371.00	0.00	23,867.95	-13,503.05	36.13 %
301-000-72004	FRANCHISE - GARBAGE	0.00	136,353.00	0.00	132,617.71	-3,735.29	2.74 %
301-000-73001	BUSINESS LICENSES	0.00	20,000.00	0.00	13,377.00	-6,623.00	33.12 %
301-000-74001	BUILDING PERMITS	0.00	70,000.00	0.00	54,530.98	-15,469.02	22.10 %
301-000-74002	ENCROACHMENT PERMITS	0.00	10,000.00	0.00	41,079.18	31,079.18	410.79 %
301-000-75001	VEHICLE FINES	0.00	5,000.00	0.00	2,297.25	-2,702.75	54.06 %
301-000-75004	OTHER FINES	0.00	1,500.00	0.00	1,009.40	-490.60	32.71 %
301-000-76200	RENTAL INCOME	0.00	50,000.00	0.00	54,412.00	4,412.00	108.82 %
301-000-76600	INTEREST EARNED	0.00	10,000.00	0.00	78,830.83	68,830.83	788.31 %
301-000-77004	SLESF COPS FUNDING	0.00	160,000.00	0.00	99,970.01	-60,029.99	37.52 %
301-000-77011	MVLF RESIDUAL	0.00	0.00	0.00	7,902.81	7,902.81	0.00 %
301-000-77100	CALTRANS STREET SWEEPING	0.00	3,936.00	0.00	983.81	-2,952.19	75.00 %
301-000-77200	GRANT FUNDING - FIRE	0.00	210,937.00	0.00	372,954.62	162,017.62	176.81 %
301-000-78005	PLANNING & ZONING FEES	0.00	75,000.00	0.00	97,566.11	22,566.11	130.09 %
301-000-78010	PUBLIC WORKS FEES	0.00	0.00	0.00	248.08	248.08	0.00 %
301-000-78020	ENGINEERING FEES	0.00	400.00	0.00	16,470.24	16,070.24	4,117.56 %
301-000-78030	FIRE DEPARTMENT FEES	0.00	45,000.00	0.00	46,691.16	1,691.16	103.76 %
301-000-78050	SEWER ADMINISTRATION FEES	0.00	39,440.00	0.00	465.60	-38,974.40	98.82 %
301-000-78070	DEFERRED ADMINISTRATION FEES	0.00	250.00	0.00	94.45	-155.55	62.22 %
301-000-78080	TRANSACTIONS FEE REVENUES	0.00	4,000.00	0.00	4,549.92	549.92	113.75 %
301-000-78100	WEED ABATEMENT FEES - RECOVER	0.00	0.00	0.00	27,259.06	27,259.06	0.00 %
301-000-78200	SWIMMING POOL REVENUES	0.00	15,000.00	0.00	1,621.63	-13,378.37	89.19 %
301-000-78210	RECREATION REVENUES	0.00	17,000.00	0.00	12,880.00	-4,120.00	24.24 %
301-000-78300	PARK PERMIT FEES	0.00	2,500.00	0.00	6,098.00	3,598.00	243.92 %
301-000-79015	MISCELLANEOUS REIMBURSEMENT	0.00	0.00	0.00	153,843.97	153,843.97	0.00 %
301-000-79900	MISCELLANEOUS REVENUES	0.00	5,000.00	0.00	6,390.07	1,390.07	127.80 %
301-000-80002	TRANSFERS IN	0.00	417,749.00	0.00	0.00	-417,749.00	100.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	5,621,401.00	0.00	5,005,491.86	-615,909.14	10.96%
Revenue Total:		0.00	5,621,401.00	0.00	5,005,491.86	-615,909.14	10.96%
Expense							
Department: 000 - NON-DEPARTMENTAL							
301-000-48000	DEBT SERVICE - PRINCIPAL	0.00	540,735.00	0.00	670,545.28	-129,810.28	-24.01 %
301-000-48001	DEBT SERVICE - INTEREST	0.00	164,418.00	0.00	185,407.86	-20,989.86	-12.77 %
301-000-51100	COMPUTER EQUIPMENT	0.00	48,750.00	0.00	692.77	48,057.23	98.58 %
301-000-51200	FIRE EQUIPMENT	0.00	10,500.00	0.00	0.00	10,500.00	100.00 %
301-000-66020	INFRASTRUCTURE	0.00	66,299.00	0.00	149,992.94	-83,693.94	-126.24 %
301-000-66021	TYLER UPGRADE PROJECT	0.00	30,000.00	0.00	68,100.50	-38,100.50	-127.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	860,702.00	0.00	1,074,739.35	-214,037.35	-24.87%
Department: 010 - CITY COUNCIL							
301-010-40007	FICA - MEDICARE COSTS	0.00	1,148.00	0.00	1,139.59	8.41	0.73 %
301-010-40010	PART-TIME SALARIES	0.00	15,000.00	0.00	14,893.00	107.00	0.71 %
301-010-40300	TRAVEL & MEETINGS	0.00	2,000.00	0.00	4,602.08	-2,602.08	-130.10 %
301-010-40999	OTHER EXPENDITURES	0.00	4,060.00	0.00	5,933.33	-1,873.33	-46.14 %
301-010-45000	TELEPHONE - COMMUNICATIONS	0.00	414.00	0.00	0.00	414.00	100.00 %
Department: 010 - CITY COUNCIL Total:		0.00	22,622.00	0.00	26,568.00	-3,946.00	-17.44%
Department: 020 - CITY ATTORNEY							
301-020-41300	PROFESSIONAL SERVICES	0.00	130,000.00	0.00	156,700.11	-26,700.11	-20.54 %
Department: 020 - CITY ATTORNEY Total:		0.00	130,000.00	0.00	156,700.11	-26,700.11	-20.54%
Department: 030 - CITY MANAGER							
301-030-40000	REGULAR SALARIES	0.00	145,000.00	0.00	212,219.84	-67,219.84	-46.36 %

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301-030-40004	CALPERS	0.00	11,136.00	0.00	15,625.13	-4,489.13	-40.31 %
301-030-40006	HEALTH INSURANCE	0.00	18,433.00	0.00	21,302.99	-2,869.99	-15.57 %
301-030-40007	FICA - MEDICARE COSTS	0.00	11,831.00	0.00	16,318.15	-4,487.15	-37.93 %
301-030-40010	PART-TIME SALARIES	0.00	0.00	0.00	16.90	-16.90	0.00 %
301-030-40015	VEHICLE ALLOWANCE	0.00	2,400.00	0.00	2,422.32	-22.32	-0.93 %
301-030-40020	LIFE INSURANCE	0.00	100.00	0.00	0.00	100.00	100.00 %
301-030-40300	TRAVEL & MEETINGS	0.00	10,000.00	0.00	7,154.78	2,845.22	28.45 %
301-030-40500	DUES MEMBERSHIP - CITY MANAG	0.00	2,500.00	0.00	1,514.80	985.20	39.41 %
301-030-40999	OTHER EXPENDITURES	0.00	0.00	0.00	1,469.80	-1,469.80	0.00 %
301-030-41300	PROFESSIONAL SERVICES	0.00	10,000.00	0.00	4,767.00	5,233.00	52.33 %
301-030-45000	TELEPHONE - COMMUNICATIONS	0.00	0.00	0.00	1,504.26	-1,504.26	0.00 %
Department: 030 - CITY MANAGER Total:		0.00	211,400.00	0.00	284,315.97	-72,915.97	-34.49%
Department: 050 - FINANCE							
301-050-40000	REGULAR SALARIES	0.00	215,368.00	0.00	112,415.84	102,952.16	47.80 %
301-050-40004	CALPERS	0.00	16,540.00	0.00	8,472.35	8,067.65	48.78 %
301-050-40006	HEALTH INSURANCE	0.00	21,597.00	0.00	16,309.11	5,287.89	24.48 %
301-050-40007	FICA - MEDICARE COSTS	0.00	16,549.00	0.00	8,256.31	8,292.69	50.11 %
301-050-40020	LIFE INSURANCE	0.00	31.00	0.00	0.00	31.00	100.00 %
301-050-40100	POSTAGE	0.00	0.00	0.00	106.62	-106.62	0.00 %
301-050-40300	TRAVEL & MEETINGS	0.00	2,500.00	0.00	5,301.44	-2,801.44	-112.06 %
301-050-40500	DUES & SUBSCRIPTIONS	0.00	500.00	0.00	175.00	325.00	65.00 %
301-050-40999	OTHER EXPENDITURES	0.00	0.00	0.00	2,230.41	-2,230.41	0.00 %
301-050-41300	PROFESSIONAL SERVICES	0.00	50,750.00	0.00	117,585.31	-66,835.31	-131.70 %
301-050-44000	CONTRACTUAL SERVICES	0.00	80,000.00	0.00	94,587.98	-14,587.98	-18.23 %
Department: 050 - FINANCE Total:		0.00	403,835.00	0.00	365,440.37	38,394.63	9.51%
Department: 060 - COMMUNITY DEVELOPMENT							
301-060-40000	REGULAR SALARIES	0.00	128,000.00	0.00	94,888.74	33,111.26	25.87 %
301-060-40004	CALPERS	0.00	20,550.00	0.00	15,198.19	5,351.81	26.04 %
301-060-40006	HEALTH INSURANCE	0.00	11,266.00	0.00	12,053.39	-787.39	-6.99 %
301-060-40007	FICA - MEDICARE COSTS	0.00	9,792.00	0.00	7,080.80	2,711.20	27.69 %
301-060-40010	PART-TIME SALARIES	0.00	0.00	0.00	3,007.20	-3,007.20	0.00 %
301-060-40100	POSTAGE	0.00	0.00	0.00	23.55	-23.55	0.00 %
301-060-40300	TRAVEL & MEETINGS	0.00	500.00	0.00	195.00	305.00	61.00 %
301-060-40400	ADVERTISING	0.00	1,035.00	0.00	3,210.80	-2,175.80	-210.22 %
301-060-40999	OTHER EXPENDITURES	0.00	4,452.00	0.00	121.80	4,330.20	97.26 %
301-060-41000	MATERIALS & SUPPLIES	0.00	508.00	0.00	0.00	508.00	100.00 %
301-060-41300	PROFESSIONAL SERVICES	0.00	130,000.00	0.00	168,038.20	-38,038.20	-29.26 %
301-060-45000	TELEPHONE - COMMUNICATIONS	0.00	0.00	0.00	51.63	-51.63	0.00 %
301-060-45101	WATER & SEWER COSTS	0.00	0.00	0.00	5,773.58	-5,773.58	0.00 %
Department: 060 - COMMUNITY DEVELOPMENT Total:		0.00	306,103.00	0.00	309,642.88	-3,539.88	-1.16%
Department: 070 - CITYWIDE							
301-070-40004	CALPERS	0.00	0.00	0.00	10.19	-10.19	0.00 %
301-070-40006	HEALTH INSURANCE	0.00	0.00	0.00	6,674.87	-6,674.87	0.00 %
301-070-40100	POSTAGE	0.00	1,827.00	0.00	1,761.19	65.81	3.60 %
301-070-40400	ADVERTISING	0.00	508.00	0.00	1,185.31	-677.31	-133.33 %
301-070-40601	WORKERS COMPENSATION COST	0.00	134,824.00	0.00	117,568.00	17,256.00	12.80 %
301-070-40602	GENERAL LIABILITY - PROPERTY INS	0.00	139,054.00	0.00	137,732.00	1,322.00	0.95 %
301-070-40999	OTHER EXPENDITURES	0.00	47,000.00	0.00	32,164.57	14,835.43	31.56 %
301-070-41000	MATERIALS & SUPPLIES	0.00	6,090.00	0.00	4,282.82	1,807.18	29.67 %
301-070-41300	PROFESSIONAL SERVICES	0.00	126,875.00	0.00	95,434.41	31,440.59	24.78 %
301-070-41354	COMMUNITY PROMOTION	0.00	0.00	0.00	630.58	-630.58	0.00 %
301-070-43100	EQUIPMENT MAINTENANCE	0.00	8,000.00	0.00	6,516.38	1,483.62	18.55 %
301-070-43300	BUILDING MAINTENANCE	0.00	0.00	0.00	837.87	-837.87	0.00 %
301-070-44000	CONTRACTUAL SERVICES	0.00	0.00	0.00	1,750.00	-1,750.00	0.00 %
301-070-45000	TELEPHONE - COMMUNICATIONS	0.00	8,628.00	0.00	8,901.78	-273.78	-3.17 %
301-070-48000	DS - PRINCIPAL	0.00	0.00	0.00	113,406.41	-113,406.41	0.00 %

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301-070-48001	DS - INTEREST	0.00	0.00	0.00	6,452.13	-6,452.13	0.00 %
	Department: 070 - CITYWIDE Total:	0.00	472,806.00	0.00	535,308.51	-62,502.51	-13.22%
Department: 080 - CITY HALL							
301-080-40007	FICA - MEDICAL COSTS	0.00	360.00	0.00	0.00	360.00	100.00 %
301-080-40010	PART-TIME SALARIES	0.00	4,704.00	0.00	0.00	4,704.00	100.00 %
301-080-40999	OTHER EXPENDITURES	0.00	812.00	0.00	4,280.00	-3,468.00	-427.09 %
301-080-43300	BUILDING MAINTENANCE	0.00	6,090.00	0.00	30,846.03	-24,756.03	-406.50 %
301-080-45100	UTILITIES COST	0.00	15,225.00	0.00	23,121.12	-7,896.12	-51.86 %
301-080-45101	WATER & SEWER COSTS	0.00	15,105.00	0.00	14,365.51	739.49	4.90 %
	Department: 080 - CITY HALL Total:	0.00	42,296.00	0.00	72,612.66	-30,316.66	-71.68%
Department: 090 - BUILDING							
301-090-40000	REGULAR SALARIES	0.00	57,285.00	0.00	63,878.37	-6,593.37	-11.51 %
301-090-40004	CALPERS	0.00	4,362.00	0.00	4,387.90	-25.90	-0.59 %
301-090-40006	HEALTH INSURANCE	0.00	5,772.00	0.00	425.24	5,346.76	92.63 %
301-090-40007	FICA - MEDICAL COSTS	0.00	4,824.00	0.00	4,541.76	282.24	5.85 %
301-090-40020	LIFE INSURANCE	0.00	31.00	0.00	0.00	31.00	100.00 %
301-090-40100	POSTAGE	0.00	102.00	0.00	7.47	94.53	92.68 %
301-090-40300	TRAVEL & MEETINGS	0.00	250.00	0.00	2,091.06	-1,841.06	-736.42 %
301-090-40500	DUES & SUBSCRIPTIONS	0.00	100.00	0.00	294.81	-194.81	-194.81 %
301-090-40999	OTHER EXPENDITURES	0.00	0.00	0.00	145.50	-145.50	0.00 %
301-090-41000	MATERIALS & SUPPLIES	0.00	508.00	0.00	386.58	121.42	23.90 %
301-090-41300	PROFESSIONAL SERVICES	0.00	121,800.00	0.00	85,685.74	36,114.26	29.65 %
	Department: 090 - BUILDING Total:	0.00	195,034.00	0.00	161,844.43	33,189.57	17.02%
Department: 100 - POLICE							
301-100-44000	CONTRACTUAL SERVICES	0.00	1,621,999.00	0.00	2,000,000.00	-378,001.00	-23.30 %
	Department: 100 - POLICE Total:	0.00	1,621,999.00	0.00	2,000,000.00	-378,001.00	-23.30%
Department: 110 - ENGINEERING							
301-110-41300	PROFESSIONAL SERVICES	0.00	55,825.00	0.00	130,827.90	-75,002.90	-134.35 %
	Department: 110 - ENGINEERING Total:	0.00	55,825.00	0.00	130,827.90	-75,002.90	-134.35%
Department: 120 - LIBRARY							
301-120-40000	REGULAR SALARIES	0.00	71,571.00	0.00	62,838.75	8,732.25	12.20 %
301-120-40004	CALPERS	0.00	5,497.00	0.00	4,543.37	953.63	17.35 %
301-120-40006	HEALTH INSURANCE	0.00	0.00	0.00	16,331.35	-16,331.35	0.00 %
301-120-40007	FICA - MEDICARE COSTS	0.00	9,929.00	0.00	8,497.95	1,431.05	14.41 %
301-120-40010	PART-TIME SALARIES	0.00	57,737.00	0.00	49,188.46	8,548.54	14.81 %
301-120-40020	LIFE INSURANCE	0.00	57.00	0.00	0.00	57.00	100.00 %
301-120-40100	WILLOWS LIBRARY - POSTAGE EXPE	0.00	362.00	0.00	0.00	362.00	100.00 %
301-120-40300	TRAINING & TRAVEL	0.00	75.00	0.00	119.98	-44.98	-59.97 %
301-120-40500	DUES & MEMBERSHIPS	0.00	100.00	0.00	0.00	100.00	100.00 %
301-120-40999	OTHER EXPENDITURES	0.00	1,035.00	0.00	0.00	1,035.00	100.00 %
301-120-41000	MATERIALS & SUPPLIES	0.00	2,588.00	0.00	1,764.27	823.73	31.83 %
301-120-41002	LIBRARY PRINT MATERIALS	0.00	6,000.00	0.00	18,686.72	-12,686.72	-211.45 %
301-120-43100	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	3,164.97	-3,164.97	0.00 %
301-120-44000	CONTRACTUAL SERVICES	0.00	96,284.00	0.00	109,331.64	-13,047.64	-13.55 %
301-120-45000	TELEPHONE - COMMUNICATIONS	0.00	2,588.00	0.00	1,137.04	1,450.96	56.06 %
301-120-45100	UTILITIES COST	0.00	13,459.00	0.00	7,152.83	6,306.17	46.85 %
301-120-60020	INFRASTRUCTURE COSTS	0.00	0.00	0.00	46,459.70	-46,459.70	0.00 %
	Department: 120 - LIBRARY Total:	0.00	267,282.00	0.00	329,217.03	-61,935.03	-23.17%
Department: 130 - RECREATION							
301-130-40000	REGULAR SALARIES	0.00	53,040.00	0.00	0.00	53,040.00	100.00 %
301-130-40004	CALPERS	0.00	4,073.00	0.00	0.00	4,073.00	100.00 %
301-130-40006	HEALTH INSURANCE	0.00	10,326.00	0.00	0.00	10,326.00	100.00 %
301-130-40007	FICA - MEDICARE COSTS	0.00	5,129.00	0.00	1,283.01	3,845.99	74.99 %
301-130-40010	PART-TIME SALARIES	0.00	14,000.00	0.00	16,771.75	-2,771.75	-19.80 %
301-130-40300	TRAVEL & MEETINGS	0.00	200.00	0.00	0.00	200.00	100.00 %
301-130-40500	DUES & MEMBERSHIPS	0.00	170.00	0.00	0.00	170.00	100.00 %

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301-130-40999	OTHER EXPENDITURES	0.00	5,583.00	0.00	4,503.82	1,079.18	19.33 %
301-130-44000	CONTRACTUAL SERVICES	0.00	0.00	0.00	4,326.90	-4,326.90	0.00 %
301-130-45000	TELEPHONE - COMMUNICATIONS	0.00	776.00	0.00	51.63	724.37	93.35 %
Department: 130 - RECREATION Total:		0.00	93,297.00	0.00	26,937.11	66,359.89	71.13%
Department: 135 - SWIMMING POOL							
301-135-40007	FICA - MEDICARE COSTS	0.00	1,102.00	0.00	1,271.74	-169.74	-15.40 %
301-135-40010	PART-TIME SALARIES	0.00	14,400.00	0.00	16,623.67	-2,223.67	-15.44 %
301-135-40300	TRAVEL & MEETINGS	0.00	650.00	0.00	0.00	650.00	100.00 %
301-135-40400	ADVERTISING	0.00	525.00	0.00	0.00	525.00	100.00 %
301-135-40999	OTHER EXPENDITURES	0.00	12,412.00	0.00	12,595.27	-183.27	-1.48 %
301-135-41000	MATERIALS & SUPPLIES	0.00	250.00	0.00	0.00	250.00	100.00 %
301-135-41004	FIRST AID SUPPLIES - POOL	0.00	250.00	0.00	47.98	202.02	80.81 %
301-135-41100	CLOTHING - UNIFORM	0.00	125.00	0.00	0.00	125.00	100.00 %
301-135-41300	PROFESSIONAL SERVICES	0.00	500.00	0.00	0.00	500.00	100.00 %
301-135-43100	EQUIPMENT MAINTENANCE	0.00	250.00	0.00	57.86	192.14	76.86 %
301-135-43300	BUILDING MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	100.00 %
301-135-45000	TELEPHONE - COMMUNICATIONS	0.00	250.00	0.00	784.21	-534.21	-213.68 %
301-135-45100	UTILITIES COST	0.00	3,500.00	0.00	879.56	2,620.44	74.87 %
301-135-45101	WATER & SEWER COSTS	0.00	5,500.00	0.00	4,675.40	824.60	14.99 %
301-135-61001	POOL UPGRADES	0.00	300,000.00	0.00	15.00	299,985.00	100.00 %
Department: 135 - SWIMMING POOL Total:		0.00	340,714.00	0.00	36,950.69	303,763.31	89.15%
Department: 138 - PUBLIC WORKS							
301-138-40000	REGULAR SALARIES	0.00	274,093.00	0.00	312,465.17	-38,372.17	-14.00 %
301-138-40002	OVERTIME	0.00	11,000.00	0.00	15,443.64	-4,443.64	-40.40 %
301-138-40004	CALPERS	0.00	33,056.00	0.00	32,406.61	649.39	1.96 %
301-138-40006	HEALTH INSURANCE	0.00	113,477.00	0.00	101,881.20	11,595.80	10.22 %
301-138-40007	FICA - MEDICARE COSTS	0.00	21,520.00	0.00	24,552.88	-3,032.88	-14.09 %
301-138-40010	PART-TIME SALARIES	0.00	0.00	0.00	3,480.00	-3,480.00	0.00 %
301-138-40020	LIFE INSURANCE	0.00	108.00	0.00	0.00	108.00	100.00 %
301-138-40300	TRAVEL & MEETINGS	0.00	600.00	0.00	2,781.42	-2,181.42	-363.57 %
301-138-40500	DUES & SUBSCRIPTIONS	0.00	1,500.00	0.00	1,098.97	401.03	26.74 %
301-138-40900	SALARY TRANSFERS	0.00	-45,000.00	0.00	0.00	-45,000.00	100.00 %
301-138-40999	OTHER EXPENDITURES	0.00	2,071.00	0.00	1,099.70	971.30	46.90 %
301-138-41000	MATERIALS & SUPPLIES	0.00	414.00	0.00	2,333.14	-1,919.14	-463.56 %
301-138-41005	FIRST AID	0.00	100.00	0.00	0.00	100.00	100.00 %
301-138-41100	CLOTHING - UNIFORM	0.00	5,000.00	0.00	2,156.01	2,843.99	56.88 %
301-138-41150	TOOL ALLOWANCE	0.00	2,400.00	0.00	28.60	2,371.40	98.81 %
301-138-41200	FUEL	0.00	15,300.00	0.00	16,398.70	-1,098.70	-7.18 %
301-138-41300	PROFESSIONAL SERVICES	0.00	7,611.00	0.00	9,727.50	-2,116.50	-27.81 %
301-138-41500	SMALL TOOLS	0.00	6,000.00	0.00	2,337.83	3,662.17	61.04 %
301-138-41550	SAFETY SUPPLIES	0.00	2,000.00	0.00	3,424.31	-1,424.31	-71.22 %
301-138-41600	GARAGE SUPPLIES	0.00	800.00	0.00	86.85	713.15	89.14 %
301-138-43000	VEHICLE MAINTENANCE	0.00	10,000.00	0.00	8,985.61	1,014.39	10.14 %
301-138-43100	EQUIPMENT MAINTENANCE	0.00	7,500.00	0.00	13,556.15	-6,056.15	-80.75 %
301-138-43300	BUILDING MAINTENANCE	0.00	0.00	0.00	1,567.32	-1,567.32	0.00 %
301-138-43350	TREE MAINTENANCE	0.00	5,000.00	0.00	0.00	5,000.00	100.00 %
Department: 138 - PUBLIC WORKS Total:		0.00	474,550.00	0.00	555,811.61	-81,261.61	-17.12%
Department: 140 - PARKS							
301-140-40999	OTHER EXPENDITURES	0.00	6,090.00	0.00	11,377.39	-5,287.39	-86.82 %
301-140-41300	PROFESSIONAL SERVICES	0.00	636.00	0.00	0.00	636.00	100.00 %
301-140-43300	BUILDING MAINTENANCE	0.00	1,500.00	0.00	1,323.95	176.05	11.74 %
301-140-44000	CONTRACTUAL SERVICES	0.00	298.00	0.00	0.00	298.00	100.00 %
301-140-45000	TELEPHONE - COMMUNICATIONS	0.00	285.00	0.00	648.57	-363.57	-127.57 %
301-140-45100	UTILITIES COST	0.00	17,083.00	0.00	21,767.92	-4,684.92	-27.42 %
301-140-45101	WATER & SEWER COSTS	0.00	12,180.00	0.00	10,733.03	1,446.97	11.88 %
Department: 140 - PARKS Total:		0.00	38,072.00	0.00	45,850.86	-7,778.86	-20.43%

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 145 - MALL MAINTENANCE							
301-145-40999	OTHER EXPENDITURES	0.00	0.00	0.00	61.13	-61.13	0.00 %
301-145-45100	UTILITIES COST	0.00	3,106.00	0.00	2,686.83	419.17	13.50 %
301-145-45101	WATER & SEWER COSTS	0.00	9,421.00	0.00	8,668.76	752.24	7.98 %
Department: 145 - MALL MAINTENANCE Total:		0.00	12,527.00	0.00	11,416.72	1,110.28	8.86%
Department: 146 - MUSEUM MAINTENANCE							
301-146-43300	BUILDING MAINTENANCE	0.00	500.00	0.00	153.79	346.21	69.24 %
Department: 146 - MUSEUM MAINTENANCE Total:		0.00	500.00	0.00	153.79	346.21	69.24%
Department: 150 - FIRE							
301-150-40000	REGULAR SALARIES	0.00	274,934.00	0.00	319,367.55	-44,433.55	-16.16 %
301-150-40002	OVERTIME	0.00	25,000.00	0.00	31,345.08	-6,345.08	-25.38 %
301-150-40004	CALPERS	0.00	30,214.00	0.00	43,911.45	-13,697.45	-45.33 %
301-150-40006	HEALTH INSURANCE	0.00	80,541.00	0.00	90,655.90	-10,114.90	-12.56 %
301-150-40007	FICA - MEDICARE COSTS	0.00	22,636.00	0.00	26,512.19	-3,876.19	-17.12 %
301-150-40010	PART-TIME SALARIES	0.00	20,000.00	0.00	9,125.03	10,874.97	54.37 %
301-150-40011	HOLIDAY PAY	0.00	7,973.00	0.00	4,023.68	3,949.32	49.53 %
301-150-40012	CALL BACK PAY	0.00	5,000.00	0.00	0.00	5,000.00	100.00 %
301-150-40020	LIFE INSURANCE	0.00	248.00	0.00	0.00	248.00	100.00 %
301-150-40100	POSTAGE	0.00	259.00	0.00	0.00	259.00	100.00 %
301-150-40300	TRAVEL & MEETINGS	0.00	10,000.00	0.00	10,054.61	-54.61	-0.55 %
301-150-40400	ADVERTISING	0.00	0.00	0.00	339.40	-339.40	0.00 %
301-150-40500	DUES & SUBSCRIPTIONS	0.00	1,100.00	0.00	0.00	1,100.00	100.00 %
301-150-40999	OTHER EXPENDITURES	0.00	16,500.00	0.00	14,690.10	1,809.90	10.97 %
301-150-41000	MATERIALS & SUPPLIES	0.00	25,375.00	0.00	3,914.61	21,460.39	84.57 %
301-150-41100	CLOTHING - UNIFORM	0.00	2,500.00	0.00	2,622.51	-122.51	-4.90 %
301-150-41200	FUEL	0.00	14,280.00	0.00	12,772.61	1,507.39	10.56 %
301-150-41300	PROFESSIONAL SERVICES	0.00	10,150.00	0.00	501.00	9,649.00	95.06 %
301-150-41500	SMALL TOOLS	0.00	5,000.00	0.00	4,862.36	137.64	2.75 %
301-150-43000	VEHICLE MAINTENANCE	0.00	10,000.00	0.00	28,473.97	-18,473.97	-184.74 %
301-150-43100	EQUIPMENT MAINTENANCE	0.00	9,000.00	0.00	5,570.98	3,429.02	38.10 %
301-150-43300	BUILDING MAINTENANCE	0.00	10,000.00	0.00	5,930.78	4,069.22	40.69 %
301-150-44000	CONTRACTUAL SERVICES	0.00	120,000.00	0.00	162,950.15	-42,950.15	-35.79 %
301-150-45000	TELEPHONE - COMMUNICATIONS	0.00	6,883.00	0.00	6,991.04	-108.04	-1.57 %
301-150-45100	UTILITIES COST	0.00	20,808.00	0.00	34,221.98	-13,413.98	-64.47 %
301-150-45101	WATER & SEWER COSTS	0.00	3,045.00	0.00	3,034.70	10.30	0.34 %
Department: 150 - FIRE Total:		0.00	731,446.00	0.00	821,871.68	-90,425.68	-12.36%
Department: 160 - PUBLIC WORKS - STREETS							
301-160-40000	REGULAR SALARIES	0.00	0.00	0.00	15,411.18	-15,411.18	0.00 %
301-160-40002	OVERTIME	0.00	0.00	0.00	1,040.85	-1,040.85	0.00 %
301-160-40004	CALPERS	0.00	0.00	0.00	1,666.01	-1,666.01	0.00 %
301-160-40006	HEALTH INSURANCE	0.00	0.00	0.00	4,755.86	-4,755.86	0.00 %
301-160-40007	FICA - MEDICARE COSTS	0.00	0.00	0.00	1,234.94	-1,234.94	0.00 %
301-160-40999	OTHER EXPENDITURES	0.00	2,030.00	0.00	465.16	1,564.84	77.09 %
301-160-41300	PROFESSIONAL SERVICES	0.00	5,000.00	0.00	8,665.00	-3,665.00	-73.30 %
301-160-43300	BUILDING MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	100.00 %
301-160-45000	TELEPHONE - COMMUNICATIONS	0.00	2,030.00	0.00	5,048.03	-3,018.03	-148.67 %
301-160-45100	UTILITIES COST	0.00	10,353.00	0.00	16,675.43	-6,322.43	-61.07 %
301-160-45101	WATER & SEWER COSTS	0.00	2,174.00	0.00	3,350.00	-1,176.00	-54.09 %
301-160-45103	STREET LIGHTING	0.00	0.00	0.00	193.47	-193.47	0.00 %
301-160-60000	STREET MAINTENANCE	0.00	0.00	0.00	6,504.04	-6,504.04	0.00 %
301-160-60001	ALLEY MAINTENANCE	0.00	10,000.00	0.00	2,420.44	7,579.56	75.80 %
Department: 160 - PUBLIC WORKS - STREETS Total:		0.00	32,587.00	0.00	67,430.41	-34,843.41	-106.92%
Department: 170 - STORM DRAINS							
301-170-41300	PROFESSIONAL SERVICES	0.00	508.00	0.00	0.00	508.00	100.00 %
301-170-43100	EQUIPMENT MAINTENANCE	0.00	500.00	0.00	151.29	348.71	69.74 %
301-170-45100	UTILITIES COST	0.00	1,218.00	0.00	1,289.27	-71.27	-5.85 %
Department: 170 - STORM DRAINS Total:		0.00	2,226.00	0.00	1,440.56	785.44	35.28%

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 180 - SEWER							
301-180-40999	OTHER EXPENDITURES	0.00	0.00	0.00	704.10	-704.10	0.00 %
301-180-41100	CLOTHING - UNIFORM	0.00	0.00	0.00	673.34	-673.34	0.00 %
301-180-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	19,058.75	-19,058.75	0.00 %
301-180-43000	SEWER MAINT- VEHICLE MAINT.	0.00	0.00	0.00	11.25	-11.25	0.00 %
301-180-45100	UTILITIES COST	0.00	0.00	0.00	231.06	-231.06	0.00 %
Department: 180 - SEWER Total:		0.00	0.00	0.00	20,678.50	-20,678.50	0.00%
Department: 200 - WATER							
301-200-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	9,325.00	-9,325.00	0.00 %
Department: 200 - WATER Total:		0.00	0.00	0.00	9,325.00	-9,325.00	0.00%
Expense Total:		0.00	6,315,823.00	0.00	7,045,084.14	-729,261.14	-11.55%
Fund: 301 - GENERAL Surplus (Deficit):		0.00	-694,422.00	0.00	-2,039,592.28	-1,345,170.28	-193.71%
Fund: 306 - TRAFFICE CONGESTION RELIEF							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
306-000-76600	INTEREST EARNED	0.00	0.00	0.00	-0.02	-0.02	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	-0.02	-0.02	0.00%
Revenue Total:		0.00	0.00	0.00	-0.02	-0.02	0.00%
Fund: 306 - TRAFFICE CONGESTION RELIEF Total:		0.00	0.00	0.00	-0.02	-0.02	0.00%
Fund: 307 - CERT ACCESS							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
307-000-74147	SB1473 FEE COLLECTIONS	0.00	2,000.00	0.00	0.00	-2,000.00	100.00 %
307-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	1,375.20	1,375.20	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	2,000.00	0.00	1,375.20	-624.80	31.24%
Revenue Total:		0.00	2,000.00	0.00	1,375.20	-624.80	31.24%
Fund: 307 - CERT ACCESS Total:		0.00	2,000.00	0.00	1,375.20	-624.80	31.24%
Fund: 308 - STIP							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
308-000-76600	INTEREST EARNED	0.00	0.00	0.00	-0.45	-0.45	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	-0.45	-0.45	0.00%
Revenue Total:		0.00	0.00	0.00	-0.45	-0.45	0.00%
Fund: 308 - STIP Total:		0.00	0.00	0.00	-0.45	-0.45	0.00%
Fund: 310 - GAS TAX - RSTP							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
310-000-76600	INTEREST EARNED	0.00	2,000.00	0.00	0.00	-2,000.00	100.00 %
310-000-77026	STIP FUNDING	0.00	110,000.00	0.00	362,658.39	252,658.39	329.69 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	112,000.00	0.00	362,658.39	250,658.39	223.80%
Revenue Total:		0.00	112,000.00	0.00	362,658.39	250,658.39	223.80%
Expense							
Department: 110 - ENGINEERING							
310-110-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	26,777.69	-26,777.69	0.00 %
Department: 110 - ENGINEERING Total:		0.00	0.00	0.00	26,777.69	-26,777.69	0.00%
Department: 160 - PUBLIC WORKS - STREETS							
310-160-60010	RESURFACE PROJECT	0.00	0.00	0.00	111,974.04	-111,974.04	0.00 %
310-160-60020	INFRASTRUCTURE COSTS	0.00	0.00	0.00	17,343.09	-17,343.09	0.00 %
310-160-61007	PACIFIC AVENUE PROJECT	0.00	110,000.00	0.00	43,400.74	66,599.26	60.54 %

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For Fiscal: 2023-2024 Period Ending: 06/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
310-160-61008	STREET RESURFACING PROJECTS	0.00	60,000.00	0.00	9,999.06	50,000.94	83.33 %
Department: 160 - PUBLIC WORKS - STREETS Total:		0.00	170,000.00	0.00	182,716.93	-12,716.93	-7.48%
Expense Total:		0.00	170,000.00	0.00	209,494.62	-39,494.62	-23.23%
Fund: 310 - GAS TAX - RSTP Surplus (Deficit):		0.00	-58,000.00	0.00	153,163.77	211,163.77	364.08%
Fund: 311 - GAS TAX - SB1RPMT							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
311-000-76600	INTEREST EARNED	0.00	1,500.00	0.00	-171.36	-1,671.36	111.42 %
311-000-77025	RMRA SB-1 FUNDING	0.00	155,736.00	0.00	151,899.48	-3,836.52	2.46 %
311-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	12,872.63	12,872.63	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	157,236.00	0.00	164,600.75	7,364.75	4.68%
Revenue Total:		0.00	157,236.00	0.00	164,600.75	7,364.75	4.68%
Expense							
Department: 110 - ENGINEERING							
311-110-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	37,514.81	-37,514.81	0.00 %
Department: 110 - ENGINEERING Total:		0.00	0.00	0.00	37,514.81	-37,514.81	0.00%
Department: 160 - PUBLIC WORKS - STREETS							
311-160-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	204,836.43	-204,836.43	0.00 %
311-160-61009	STREETS - SIDEWALK RECONSTRUC	0.00	60,000.00	0.00	13,713.75	46,286.25	77.14 %
Department: 160 - PUBLIC WORKS - STREETS Total:		0.00	60,000.00	0.00	218,550.18	-158,550.18	-264.25%
Expense Total:		0.00	60,000.00	0.00	256,064.99	-196,064.99	-326.77%
Fund: 311 - GAS TAX - SB1RPMT Surplus (Deficit):		0.00	97,236.00	0.00	-91,464.24	-188,700.24	194.06%
Fund: 312 - CDBG HOUSING							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
312-000-76600	INTEREST EARNED	0.00	0.00	0.00	1,004.71	1,004.71	0.00 %
312-000-76700	PROGRAM INCOME	0.00	7,500.00	0.00	3,894.62	-3,605.38	48.07 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	7,500.00	0.00	4,899.33	-2,600.67	34.68%
Revenue Total:		0.00	7,500.00	0.00	4,899.33	-2,600.67	34.68%
Expense							
Department: 070 - CITYWIDE							
312-070-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	379.06	-379.06	0.00 %
312-070-49000	TRANSFERS OUT	0.00	7,500.00	0.00	0.00	7,500.00	100.00 %
Department: 070 - CITYWIDE Total:		0.00	7,500.00	0.00	379.06	7,120.94	94.95%
Expense Total:		0.00	7,500.00	0.00	379.06	7,120.94	94.95%
Fund: 312 - CDBG HOUSING Surplus (Deficit):		0.00	0.00	0.00	4,520.27	4,520.27	0.00%
Fund: 313 - WILLOWS LIGHTING							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
313-000-71004	ASSESSMENT REVENUES	0.00	33,521.00	0.00	33,613.63	92.63	100.28 %
313-000-76600	INTEREST EARNED	0.00	100.00	0.00	-22.55	-122.55	122.55 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	33,621.00	0.00	33,591.08	-29.92	0.09%
Revenue Total:		0.00	33,621.00	0.00	33,591.08	-29.92	0.09%
Expense							
Department: 060 - COMMUNITY DEVELOPMENT							
313-060-40999	OTHER EXPENDITURES	0.00	0.00	0.00	470.57	-470.57	0.00 %
313-060-41300	PROFESSIONAL SERVICES	0.00	31,481.00	0.00	1,808.75	29,672.25	94.25 %
313-060-45100	UTILITIES COST	0.00	1,500.00	0.00	2,148.43	-648.43	-43.23 %
313-060-45101	WATER & SEWER COSTS	0.00	1,500.00	0.00	0.00	1,500.00	100.00 %
313-060-45103	STREET LIGHTING	0.00	1,500.00	0.00	1,192.83	307.17	20.48 %
Department: 060 - COMMUNITY DEVELOPMENT Total:		0.00	35,981.00	0.00	5,620.58	30,360.42	84.38%

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Department: 110 - ENGINEERING						
313-110-41300 PROFESSIONAL SERVICES	0.00	0.00	0.00	7,063.75	-7,063.75	0.00 %
Department: 110 - ENGINEERING Total:	0.00	0.00	0.00	7,063.75	-7,063.75	0.00%
Expense Total:	0.00	35,981.00	0.00	12,684.33	23,296.67	64.75%
Fund: 313 - WILLOWS LIGHTING Surplus (Deficit):	0.00	-2,360.00	0.00	20,906.75	23,266.75	985.88%
Fund: 314 - GAS TAX 2105						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
314-000-76600 INTEREST EARNED	0.00	0.00	0.00	-57.32	-57.32	0.00 %
314-000-79900 MISCELLANEOUS REVENUES	0.00	0.00	0.00	5,842.34	5,842.34	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	5,785.02	5,785.02	0.00%
Revenue Total:	0.00	0.00	0.00	5,785.02	5,785.02	0.00%
Expense						
Department: 160 - PUBLIC WORKS - STREETS						
314-160-60000 STREET MAINTENANCE	0.00	0.00	0.00	1,284.91	-1,284.91	0.00 %
Department: 160 - PUBLIC WORKS - STREETS Total:	0.00	0.00	0.00	1,284.91	-1,284.91	0.00%
Expense Total:	0.00	0.00	0.00	1,284.91	-1,284.91	0.00%
Fund: 314 - GAS TAX 2105 Surplus (Deficit):	0.00	0.00	0.00	4,500.11	4,500.11	0.00%
Fund: 315 - GAS TAX 2106						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
315-000-79900 MISCELLANEOUS REVENUES	0.00	0.00	0.00	3,681.77	3,681.77	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	3,681.77	3,681.77	0.00%
Revenue Total:	0.00	0.00	0.00	3,681.77	3,681.77	0.00%
Expense						
Department: 160 - PUBLIC WORKS - STREETS						
315-160-45103 STREET LIGHTING	0.00	0.00	0.00	50,067.11	-50,067.11	0.00 %
Department: 160 - PUBLIC WORKS - STREETS Total:	0.00	0.00	0.00	50,067.11	-50,067.11	0.00%
Expense Total:	0.00	0.00	0.00	50,067.11	-50,067.11	0.00%
Fund: 315 - GAS TAX 2106 Surplus (Deficit):	0.00	0.00	0.00	-46,385.34	-46,385.34	0.00%
Fund: 316 - GAS TAX 2107						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
316-000-76600 INTEREST EARNED	0.00	0.00	0.00	-41.04	-41.04	0.00 %
316-000-79900 MISCELLANEOUS REVENUES	0.00	0.00	0.00	8,668.76	8,668.76	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	8,627.72	8,627.72	0.00%
Revenue Total:	0.00	0.00	0.00	8,627.72	8,627.72	0.00%
Fund: 316 - GAS TAX 2107 Total:	0.00	0.00	0.00	8,627.72	8,627.72	0.00%
Fund: 317 - GAS TAX 2107.5						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
317-000-76600 INTEREST EARNED	0.00	0.00	0.00	-0.22	-0.22	0.00 %
317-000-79900 MISCELLANEOUS REVENUES	0.00	0.00	0.00	2,000.00	2,000.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	1,999.78	1,999.78	0.00%
Revenue Total:	0.00	0.00	0.00	1,999.78	1,999.78	0.00%
Fund: 317 - GAS TAX 2107.5 Total:	0.00	0.00	0.00	1,999.78	1,999.78	0.00%
Fund: 318 - SEWER MAINTENANCE						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
318-000-72020 SEWER SERVICE FEES	0.00	0.00	0.00	1,807,814.76	1,807,814.76	0.00 %
318-000-72021 WASTEWATER IMPACT FEES	0.00	0.00	0.00	40,418.51	40,418.51	0.00 %
318-000-76600 INTEREST EARNED	0.00	0.00	0.00	-190.85	-190.85	0.00 %

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318-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	68.19	68.19	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	1,848,110.61	1,848,110.61	0.00%
Revenue Total:		0.00	0.00	0.00	1,848,110.61	1,848,110.61	0.00%
Expense							
Department: 050 - FINANCE							
318-050-48000	DS - PRINCIPAL	0.00	0.00	0.00	200,000.00	-200,000.00	0.00 %
318-050-48001	DS - INTEREST	0.00	0.00	0.00	254,085.84	-254,085.84	0.00 %
Department: 050 - FINANCE Total:		0.00	0.00	0.00	454,085.84	-454,085.84	0.00%
Department: 110 - ENGINEERING							
318-110-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	33,834.25	-33,834.25	0.00 %
Department: 110 - ENGINEERING Total:		0.00	0.00	0.00	33,834.25	-33,834.25	0.00%
Department: 138 - PUBLIC WORKS							
318-138-40999	OTHER EXPENDITURES	0.00	0.00	0.00	23,835.20	-23,835.20	0.00 %
318-138-43000	VEHICLE MAINTENANCE	0.00	0.00	0.00	46.78	-46.78	0.00 %
318-138-43100	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	1,685.79	-1,685.79	0.00 %
Department: 138 - PUBLIC WORKS Total:		0.00	0.00	0.00	25,567.77	-25,567.77	0.00%
Department: 180 - SEWER							
318-180-40500	DUES & SUBSCRIPTIONS	0.00	2,000.00	0.00	0.00	2,000.00	100.00 %
318-180-40602	GENERAL LIABILITY - PROPERTY INS	0.00	25,000.00	0.00	0.00	25,000.00	100.00 %
318-180-40900	COST ALLOCATION	0.00	154,655.00	0.00	0.00	154,655.00	100.00 %
318-180-40999	OTHER EXPENDITURES	0.00	12,000.00	0.00	150,705.92	-138,705.92	-1,155.88 %
318-180-41000	MATERIALS & SUPPLIES	0.00	100.00	0.00	0.00	100.00	100.00 %
318-180-41100	CLOTHING - UNIFORM	0.00	1,000.00	0.00	6,585.05	-5,585.05	-558.51 %
318-180-41200	FUEL	0.00	5,000.00	0.00	11,103.27	-6,103.27	-122.07 %
318-180-41300	PROFESSIONAL SERVICES	0.00	35,000.00	0.00	77,782.58	-42,782.58	-122.24 %
318-180-41340	DISCHARGE PERMITS	0.00	14,500.00	0.00	14,910.00	-410.00	-2.83 %
318-180-41500	SMALL TOOLS	0.00	500.00	0.00	0.00	500.00	100.00 %
318-180-43000	VEHICLE MAINTENANCE	0.00	1,500.00	0.00	3,785.72	-2,285.72	-152.38 %
318-180-43100	EQUIPMENT MAINTENANCE	0.00	6,000.00	0.00	1,993.22	4,006.78	66.78 %
318-180-43300	BUILDING MAINTENANCE	0.00	0.00	0.00	1,500.00	-1,500.00	0.00 %
318-180-44000	CONTRACTUAL SERVICES	0.00	737,000.00	0.00	789,221.06	-52,221.06	-7.09 %
318-180-45100	UTILITIES COST	0.00	300,000.00	0.00	263,537.24	36,462.76	12.15 %
318-180-45101	WATER & SEWER COSTS	0.00	3,000.00	0.00	3,574.25	-574.25	-19.14 %
318-180-48000	DS - PRINCIPAL	0.00	249,265.00	0.00	0.00	249,265.00	100.00 %
318-180-48001	DS - INTEREST	0.00	285,299.00	0.00	0.00	285,299.00	100.00 %
318-180-61002	SYCAMORE STREET LIFT STATION	0.00	240,000.00	0.00	74,458.00	165,542.00	68.98 %
318-180-61003	UDATED MUNICIPAL CODE	0.00	15,000.00	0.00	0.00	15,000.00	100.00 %
318-180-61004	ANNUAL SEWER REPLACEMENT PR	0.00	15,000.00	0.00	0.00	15,000.00	100.00 %
318-180-61005	CLARIFIER IMPROVEMENTS	0.00	100,000.00	0.00	0.00	100,000.00	100.00 %
318-180-61006	WWTP ADMINISTRATION BUILDIN	0.00	25,000.00	0.00	0.00	25,000.00	100.00 %
Department: 180 - SEWER Total:		0.00	2,226,819.00	0.00	1,399,156.31	827,662.69	37.17%
Expense Total:		0.00	2,226,819.00	0.00	1,912,644.17	314,174.83	14.11%
Fund: 318 - SEWER MAINTENANCE Surplus (Deficit):		0.00	-2,226,819.00	0.00	-64,533.56	2,162,285.44	97.10%
Fund: 320 - CLEAN CALIFORNIA GRANT							
Expense							
Department: 000 - NON-DEPARTMENTAL							
320-000-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	4,359.05	-4,359.05	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	4,359.05	-4,359.05	0.00%
Department: 110 - ENGINEERING							
320-110-41300	SYCAMORE PARK GRANT	0.00	0.00	0.00	605.00	-605.00	0.00 %
Department: 110 - ENGINEERING Total:		0.00	0.00	0.00	605.00	-605.00	0.00%
Expense Total:		0.00	0.00	0.00	4,964.05	-4,964.05	0.00%
Fund: 320 - CLEAN CALIFORNIA GRANT Total:		0.00	0.00	0.00	4,964.05	-4,964.05	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 321 - SEWER CONSTRUCTION							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
321-000-72030	SEWER CONNECTION FEES	0.00	0.00	0.00	5,000.00	5,000.00	0.00 %
321-000-76600	INTEREST EARNED	0.00	0.00	0.00	-115.97	-115.97	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	4,884.03	4,884.03	0.00%
Revenue Total:		0.00	0.00	0.00	4,884.03	4,884.03	0.00%
Fund: 321 - SEWER CONSTRUCTION Total:		0.00	0.00	0.00	4,884.03	4,884.03	0.00%
Fund: 322 - RECREATION REIMBURSEMENT							
Expense							
Department: 130 - RECREATION							
322-130-40007	FICA - MEDICARE COSTS	0.00	0.00	0.00	99.16	-99.16	0.00 %
322-130-40010	PART-TIME	0.00	0.00	0.00	1,296.25	-1,296.25	0.00 %
Department: 130 - RECREATION Total:		0.00	0.00	0.00	1,395.41	-1,395.41	0.00%
Expense Total:		0.00	0.00	0.00	1,395.41	-1,395.41	0.00%
Fund: 322 - RECREATION REIMBURSEMENT Total:		0.00	0.00	0.00	1,395.41	-1,395.41	0.00%
Fund: 324 - USDA BIOMASS							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
324-000-76600	INTEREST EARNED	0.00	0.00	0.00	-0.03	-0.03	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	-0.03	-0.03	0.00%
Revenue Total:		0.00	0.00	0.00	-0.03	-0.03	0.00%
Fund: 324 - USDA BIOMASS Total:		0.00	0.00	0.00	-0.03	-0.03	0.00%
Fund: 325 - WATER ENTERPRISE FUND							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
325-000-72010	WATER SERVICE FEES	0.00	7,000.00	0.00	1,396.26	-5,603.74	80.05 %
325-000-80002	TRANSFERS IN	0.00	627,791.00	0.00	0.00	-627,791.00	100.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	634,791.00	0.00	1,396.26	-633,394.74	99.78%
Revenue Total:		0.00	634,791.00	0.00	1,396.26	-633,394.74	99.78%
Expense							
Department: 000 - NON-DEPARTMENTAL							
325-000-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	2,607.46	-2,607.46	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	2,607.46	-2,607.46	0.00%
Department: 110 - ENGINEERING							
325-110-41300	PROFESSIONAL SERVICES	0.00	0.00	0.00	200.00	-200.00	0.00 %
Department: 110 - ENGINEERING Total:		0.00	0.00	0.00	200.00	-200.00	0.00%
Department: 200 - WATER							
325-200-40999	OTHER EXPENDITURES	0.00	0.00	0.00	751.41	-751.41	0.00 %
325-200-41300	PEOFESSONAL SERVICES	0.00	13,000.00	0.00	14,403.25	-1,403.25	-10.79 %
325-200-45100	UTILITIES COST	0.00	0.00	0.00	1,889.97	-1,889.97	0.00 %
325-200-61007	CALWATER SYSTEM TIE-IN	0.00	627,791.00	0.00	0.00	627,791.00	100.00 %
Department: 200 - WATER Total:		0.00	640,791.00	0.00	17,044.63	623,746.37	97.34%
Expense Total:		0.00	640,791.00	0.00	19,852.09	620,938.91	96.90%
Fund: 325 - WATER ENTERPRISE FUND Surplus (Deficit):		0.00	-6,000.00	0.00	-18,455.83	-12,455.83	-207.60%
Fund: 326 - CDBG 14.218 HCD 17-CDBG-12031							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
326-000-76600	INTEREST EARNINGS	0.00	0.00	0.00	-37.57	-37.57	0.00 %
326-000-76700	PROGRAM INCOME	0.00	112,731.00	0.00	112,731.00	0.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	112,731.00	0.00	112,693.43	-37.57	0.03%
Revenue Total:		0.00	112,731.00	0.00	112,693.43	-37.57	0.03%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
Department: 060 - COMMUNITY DEVELOPMENT						
326-060-41300 PROFESSIONAL SERVICES	0.00	5,000.00	0.00	6,000.00	-1,000.00	-20.00 %
Department: 060 - COMMUNITY DEVELOPMENT Total:	0.00	5,000.00	0.00	6,000.00	-1,000.00	-20.00%
Expense Total:	0.00	5,000.00	0.00	6,000.00	-1,000.00	-20.00%
Fund: 326 - CDBG 14.218 HCD 17-CDBG-12031 Surplus (Deficit):	0.00	107,731.00	0.00	106,693.43	-1,037.57	0.96%
Fund: 327 - BASIN STREET						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
327-000-76600 INTEREST EARNED	0.00	0.00	0.00	-0.95	-0.95	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	-0.95	-0.95	0.00%
Revenue Total:	0.00	0.00	0.00	-0.95	-0.95	0.00%
Expense						
Department: 160 - PUBLIC WORKS - STREETS						
327-160-49000 TRANSFERS OUT	0.00	174,912.00	0.00	0.00	174,912.00	100.00 %
Department: 160 - PUBLIC WORKS - STREETS Total:	0.00	174,912.00	0.00	0.00	174,912.00	100.00%
Expense Total:	0.00	174,912.00	0.00	0.00	174,912.00	100.00%
Fund: 327 - BASIN STREET Surplus (Deficit):	0.00	-174,912.00	0.00	-0.95	174,911.05	100.00%
Fund: 329 - EDA GRANT						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
329-000-76600 INTEREST EARNINGS	0.00	0.00	0.00	-39.65	-39.65	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	-39.65	-39.65	0.00%
Revenue Total:	0.00	0.00	0.00	-39.65	-39.65	0.00%
Fund: 329 - EDA GRANT Total:	0.00	0.00	0.00	-39.65	-39.65	0.00%
Fund: 330 - COMMUNITY DISCRETIONARY						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
330-000-80002 TRANSFERS IN	0.00	7,500.00	0.00	0.00	-7,500.00	100.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	7,500.00	0.00	0.00	-7,500.00	100.00%
Revenue Total:	0.00	7,500.00	0.00	0.00	-7,500.00	100.00%
Expense						
Department: 060 - COMMUNITY DEVELOPMENT						
330-060-40999 OTHER EXPENDITURES	0.00	0.00	0.00	729.11	-729.11	0.00 %
Department: 060 - COMMUNITY DEVELOPMENT Total:	0.00	0.00	0.00	729.11	-729.11	0.00%
Department: 070 - CITYWIDE						
330-070-40500 DUES & SUBSCRIPTIONS	0.00	4,900.00	0.00	0.00	4,900.00	100.00 %
330-070-40999 OTHER EXPENDITURES	0.00	3,000.00	0.00	0.00	3,000.00	100.00 %
330-070-41351 LAFCO COSTS	0.00	10,000.00	0.00	9,836.00	164.00	1.64 %
330-070-41352 ECONOMIC DEVELOPMENT COMMI	0.00	5,000.00	0.00	0.00	5,000.00	100.00 %
330-070-41353 TRI-COUNTY ECONOMIC DEVELOP	0.00	7,500.00	0.00	0.00	7,500.00	100.00 %
330-070-41354 COMMUNITY PROMOTION	0.00	7,500.00	0.00	0.00	7,500.00	100.00 %
Department: 070 - CITYWIDE Total:	0.00	37,900.00	0.00	9,836.00	28,064.00	74.05%
Expense Total:	0.00	37,900.00	0.00	10,565.11	27,334.89	72.12%
Fund: 330 - COMMUNITY DISCRETIONARY Surplus (Deficit):	0.00	-30,400.00	0.00	-10,565.11	19,834.89	65.25%
Fund: 331 - MALL MAINTENANCE						
Expense						
Department: 145 - MALL MAINTENANCE						
331-145-40999 OTHER EXPENDITURES	0.00	8,800.00	0.00	0.00	8,800.00	100.00 %
Department: 145 - MALL MAINTENANCE Total:	0.00	8,800.00	0.00	0.00	8,800.00	100.00%
Expense Total:	0.00	8,800.00	0.00	0.00	8,800.00	100.00%
Fund: 331 - MALL MAINTENANCE Total:	0.00	8,800.00	0.00	0.00	8,800.00	100.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 338 - COUNTY LIBRARY							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
338-000-77300	COUNTY LIBRARY ALLOCATION	0.00	77,700.00	0.00	0.00	-77,700.00	100.00 %
338-000-77301	CA LITERACY GRANT	0.00	44,280.00	0.00	60,438.00	16,158.00	136.49 %
338-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	157,132.00	157,132.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	121,980.00	0.00	217,570.00	95,590.00	78.37%
Revenue Total:		0.00	121,980.00	0.00	217,570.00	95,590.00	78.37%
Expense							
Department: 120 - LIBRARY							
338-120-40999	OTHER EXPENDITURES	0.00	44,280.00	0.00	0.00	44,280.00	100.00 %
338-120-49000	TRANSFERS OUT	0.00	77,700.00	0.00	0.00	77,700.00	100.00 %
Department: 120 - LIBRARY Total:		0.00	121,980.00	0.00	0.00	121,980.00	100.00%
Expense Total:		0.00	121,980.00	0.00	0.00	121,980.00	100.00%
Fund: 338 - COUNTY LIBRARY Surplus (Deficit):		0.00	0.00	0.00	217,570.00	217,570.00	0.00%
Fund: 341 - ZIP BOOKS - STATE							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
341-000-77310	ZIP BOOKS GRANT	0.00	7,528.00	0.00	0.00	-7,528.00	100.00 %
341-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	7,517.00	7,517.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	7,528.00	0.00	7,517.00	-11.00	0.15%
Revenue Total:		0.00	7,528.00	0.00	7,517.00	-11.00	0.15%
Expense							
Department: 070 - CITYWIDE							
341-070-40999	OTHER EXPENDITURES	0.00	0.00	0.00	7,270.60	-7,270.60	0.00 %
Department: 070 - CITYWIDE Total:		0.00	0.00	0.00	7,270.60	-7,270.60	0.00%
Department: 120 - LIBRARY							
341-120-40999	OTHER EXPENDITURES	0.00	10,000.00	0.00	378.63	9,621.37	96.21 %
Department: 120 - LIBRARY Total:		0.00	10,000.00	0.00	378.63	9,621.37	96.21%
Expense Total:		0.00	10,000.00	0.00	7,649.23	2,350.77	23.51%
Fund: 341 - ZIP BOOKS - STATE Surplus (Deficit):		0.00	-2,472.00	0.00	-132.23	2,339.77	94.65%
Fund: 350 - NORTHNET TRAINING							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
350-000-77315	NORTHNET LIBRARY FUNDING	0.00	0.00	0.00	1,500.00	1,500.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	1,500.00	1,500.00	0.00%
Revenue Total:		0.00	0.00	0.00	1,500.00	1,500.00	0.00%
Expense							
Department: 120 - LIBRARY							
350-120-40999	OTHER EXPENDITURES	0.00	1,991.00	0.00	0.00	1,991.00	100.00 %
Department: 120 - LIBRARY Total:		0.00	1,991.00	0.00	0.00	1,991.00	100.00%
Expense Total:		0.00	1,991.00	0.00	0.00	1,991.00	100.00%
Fund: 350 - NORTHNET TRAINING Surplus (Deficit):		0.00	-1,991.00	0.00	1,500.00	3,491.00	175.34%
Fund: 352 - CLSA DELIVERY							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
352-000-77320	NORTHNET TRAINING FUNDS	0.00	14,129.00	0.00	7,840.00	-6,289.00	44.51 %
Department: 000 - NON-DEPARTMENTAL Total:		0.00	14,129.00	0.00	7,840.00	-6,289.00	44.51%
Revenue Total:		0.00	14,129.00	0.00	7,840.00	-6,289.00	44.51%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
Department: 120 - LIBRARY							
352-120-40999	OTHER EXPENDITURES	0.00	11,000.00	0.00	9,393.10	1,606.90	14.61 %
	Department: 120 - LIBRARY Total:	0.00	11,000.00	0.00	9,393.10	1,606.90	14.61%
	Expense Total:	0.00	11,000.00	0.00	9,393.10	1,606.90	14.61%
	Fund: 352 - CLSA DELIVERY Surplus (Deficit):	0.00	3,129.00	0.00	-1,553.10	-4,682.10	149.64%
Fund: 356 - FIRE DEVELOPMENT IMPACT FEE							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
356-000-76600	INTEREST EARNED	0.00	0.00	0.00	-14.58	-14.58	0.00 %
356-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	395.18	395.18	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	380.60	380.60	0.00%
	Revenue Total:	0.00	0.00	0.00	380.60	380.60	0.00%
Expense							
Department: 150 - FIRE							
356-150-48000	DS - PRINCIPAL	0.00	63,812.00	0.00	0.00	63,812.00	100.00 %
356-150-48001	DS - INTEREST	0.00	1,351.00	0.00	0.00	1,351.00	100.00 %
	Department: 150 - FIRE Total:	0.00	65,163.00	0.00	0.00	65,163.00	100.00%
	Expense Total:	0.00	65,163.00	0.00	0.00	65,163.00	100.00%
	Fund: 356 - FIRE DEVELOPMENT IMPACT FEE Surplus (Deficit):	0.00	-65,163.00	0.00	380.60	65,543.60	100.58%
Fund: 358 - POLICE DEVELOPOMENT IMPACT FEE							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
358-000-76600	INTEREST EARNED	0.00	375.00	0.00	-26.32	-401.32	107.02 %
358-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	192.28	192.28	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	375.00	0.00	165.96	-209.04	55.74%
	Revenue Total:	0.00	375.00	0.00	165.96	-209.04	55.74%
	Fund: 358 - POLICE DEVELOPOMENT IMPACT FEE Total:	0.00	375.00	0.00	165.96	-209.04	55.74%
Fund: 359 - LITERACY PASS THROUGH FUNDS							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
359-000-76600	INTEREST EARNED	0.00	0.00	0.00	-12.15	-12.15	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	-12.15	-12.15	0.00%
	Revenue Total:	0.00	0.00	0.00	-12.15	-12.15	0.00%
	Fund: 359 - LITERACY PASS THROUGH FUNDS Total:	0.00	0.00	0.00	-12.15	-12.15	0.00%
Fund: 360 - STORM DRAINAGE							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
360-000-76600	INTEREST EARNED	0.00	900.00	0.00	-66.19	-966.19	107.35 %
360-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	835.63	835.63	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	900.00	0.00	769.44	-130.56	14.51%
	Revenue Total:	0.00	900.00	0.00	769.44	-130.56	14.51%
	Fund: 360 - STORM DRAINAGE Total:	0.00	900.00	0.00	769.44	-130.56	14.51%
Fund: 361 - STREET DEVELOPMENT							
Revenue							
Department: 000 - NON-DEPARTMENTAL							
361-000-76600	INTEREST EARNED	0.00	1,000.00	0.00	-78.90	-1,078.90	107.89 %
361-000-79900	MISCELLANEOUS REVENUES	0.00	0.00	0.00	929.00	929.00	0.00 %
	Department: 000 - NON-DEPARTMENTAL Total:	0.00	1,000.00	0.00	850.10	-149.90	14.99%
	Revenue Total:	0.00	1,000.00	0.00	850.10	-149.90	14.99%
	Fund: 361 - STREET DEVELOPMENT Total:	0.00	1,000.00	0.00	850.10	-149.90	14.99%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 362 - PARK FACILITIES						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
362-000-76600 INTEREST EARNED	0.00	2,000.00	0.00	-143.94	-2,143.94	107.20 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	2,000.00	0.00	-143.94	-2,143.94	107.20%
Revenue Total:	0.00	2,000.00	0.00	-143.94	-2,143.94	107.20%
Fund: 362 - PARK FACILITIES Total:	0.00	2,000.00	0.00	-143.94	-2,143.94	107.20%
Fund: 363 - I-5 INTERCHANGE DEVELOPMENT						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
363-000-76600 INTEREST EARNED	0.00	2,000.00	0.00	-167.74	-2,167.74	108.39 %
363-000-79900 MISCELLANEOUS REVENUES	0.00	0.00	0.00	1,633.07	1,633.07	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	2,000.00	0.00	1,465.33	-534.67	26.73%
Revenue Total:	0.00	2,000.00	0.00	1,465.33	-534.67	26.73%
Fund: 363 - I-5 INTERCHANGE DEVELOPMENT Total:	0.00	2,000.00	0.00	1,465.33	-534.67	26.73%
Fund: 364 - LIBRARY DEVELOPMENT						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
364-000-76600 INTEREST EARNED	0.00	950.00	0.00	-61.14	-1,011.14	106.44 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	950.00	0.00	-61.14	-1,011.14	106.44%
Revenue Total:	0.00	950.00	0.00	-61.14	-1,011.14	106.44%
Expense						
Department: 120 - LIBRARY						
364-120-60020 INFRASTRUCTURE COSTS	0.00	0.00	0.00	23,933.80	-23,933.80	0.00 %
Department: 120 - LIBRARY Total:	0.00	0.00	0.00	23,933.80	-23,933.80	0.00%
Expense Total:	0.00	0.00	0.00	23,933.80	-23,933.80	0.00%
Fund: 364 - LIBRARY DEVELOPMENT Surplus (Deficit):	0.00	950.00	0.00	-23,994.94	-24,944.94	2,625.78%
Fund: 372 - GAS TAX 2103						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
372-000-76600 INTEREST EARNED	0.00	1,000.00	0.00	-24.11	-1,024.11	102.41 %
372-000-77020 GAS TAX - 2103	0.00	59,540.00	0.00	39,397.05	-20,142.95	33.83 %
372-000-77021 GAS TAX - 2105	0.00	40,321.00	0.00	22,767.38	-17,553.62	43.53 %
372-000-77022 GAS TAX - 2106	0.00	22,544.00	0.00	13,299.73	-9,244.27	41.01 %
372-000-77023 GAS TAX - 2107	0.00	48,364.00	0.00	30,254.62	-18,109.38	37.44 %
372-000-77024 GAS TAX - 2107.5	0.00	2,000.00	0.00	0.00	-2,000.00	100.00 %
372-000-79900 MISCELLANEOUS REVENUES	0.00	0.00	0.00	4,743.12	4,743.12	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	173,769.00	0.00	110,437.79	-63,331.21	36.45%
Revenue Total:	0.00	173,769.00	0.00	110,437.79	-63,331.21	36.45%
Expense						
Department: 110 - ENGINEERING						
372-110-41300 PROFESSIONAL SERVICES	0.00	0.00	0.00	3,582.50	-3,582.50	0.00 %
Department: 110 - ENGINEERING Total:	0.00	0.00	0.00	3,582.50	-3,582.50	0.00%
Department: 138 - PUBLIC WORKS						
372-138-41300 PROFESSIONAL SERVICES	0.00	0.00	0.00	350.00	-350.00	0.00 %
Department: 138 - PUBLIC WORKS Total:	0.00	0.00	0.00	350.00	-350.00	0.00%
Department: 160 - PUBLIC WORKS - STREETS						
372-160-40900 COST ALLOCATION	0.00	45,000.00	0.00	0.00	45,000.00	100.00 %
372-160-41300 PROFESSIONAL SERVICES	0.00	90,000.00	0.00	0.00	90,000.00	100.00 %
372-160-45103 STREET LIGHTING	0.00	45,000.00	0.00	0.00	45,000.00	100.00 %
372-160-49000 TRANSFERS OUT	0.00	2,000.00	0.00	0.00	2,000.00	100.00 %
372-160-60000 STREET MAINTENANCE	0.00	30,000.00	0.00	96,424.75	-66,424.75	-221.42 %
372-160-61007 PACIFIC AVENUE PROJECT	0.00	125,000.00	0.00	7,993.59	117,006.41	93.61 %

Budget Report

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
372-160-61008 STREET RECONSTRUCTION	0.00	40,000.00	0.00	58.75	39,941.25	99.85 %
Department: 160 - PUBLIC WORKS - STREETS Total:	0.00	377,000.00	0.00	104,477.09	272,522.91	72.29%
Expense Total:	0.00	377,000.00	0.00	108,409.59	268,590.41	71.24%
Fund: 372 - GAS TAX 2103 Surplus (Deficit):	0.00	-203,231.00	0.00	2,028.20	205,259.20	101.00%
Fund: 382 - PROP 68 GRANT- 2018 PARKS BOND ACT						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
382-000-79900 PROP 68 GRANT REVENUE	0.00	0.00	0.00	200,000.00	200,000.00	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	200,000.00	200,000.00	0.00%
Revenue Total:	0.00	0.00	0.00	200,000.00	200,000.00	0.00%
Fund: 382 - PROP 68 GRANT- 2018 PARKS BOND ACT Total:	0.00	0.00	0.00	200,000.00	200,000.00	0.00%
Fund: 398 - HOME GRANT						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
398-000-76600 INTEREST EARNINGS	0.00	0.00	0.00	-8.32	-8.32	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	-8.32	-8.32	0.00%
Revenue Total:	0.00	0.00	0.00	-8.32	-8.32	0.00%
Expense						
Department: 060 - COMMUNITY DEVELOPMENT						
398-060-44000 CONTRACTUAL SERVICES	0.00	2,500.00	0.00	3,400.00	-900.00	-36.00 %
Department: 060 - COMMUNITY DEVELOPMENT Total:	0.00	2,500.00	0.00	3,400.00	-900.00	-36.00%
Expense Total:	0.00	2,500.00	0.00	3,400.00	-900.00	-36.00%
Fund: 398 - HOME GRANT Surplus (Deficit):	0.00	-2,500.00	0.00	-3,408.32	-908.32	-36.33%
Fund: 420 - CORONA FISCAL REC						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
420-000-79900 MISCELLANEOUS REVENUES	0.00	0.00	0.00	30.55	30.55	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	30.55	30.55	0.00%
Revenue Total:	0.00	0.00	0.00	30.55	30.55	0.00%
Expense						
Department: 000 - NON-DEPARTMENTAL						
420-000-61105 WATER LINE EXTENSION	0.00	0.00	0.00	604,144.44	-604,144.44	0.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	604,144.44	-604,144.44	0.00%
Department: 030 - CITY MANAGER						
420-030-41300 PROFESSIONAL SERVICES	0.00	0.00	0.00	6,432.88	-6,432.88	0.00 %
Department: 030 - CITY MANAGER Total:	0.00	0.00	0.00	6,432.88	-6,432.88	0.00%
Department: 070 - CITYWIDE						
420-070-49000 TRANSFERS OUT	0.00	967,840.00	0.00	0.00	967,840.00	100.00 %
Department: 070 - CITYWIDE Total:	0.00	967,840.00	0.00	0.00	967,840.00	100.00%
Expense Total:	0.00	967,840.00	0.00	610,577.32	357,262.68	36.91%
Fund: 420 - CORONA FISCAL REC Surplus (Deficit):	0.00	-967,840.00	0.00	-610,546.77	357,293.23	36.92%
Fund: 440 - USDA RDBG GRANT						
Revenue						
Department: 000 - NON-DEPARTMENTAL						
440-000-77200 FEDERAL GRANTS	0.00	95,000.00	0.00	0.00	-95,000.00	100.00 %
Department: 000 - NON-DEPARTMENTAL Total:	0.00	95,000.00	0.00	0.00	-95,000.00	100.00%
Revenue Total:	0.00	95,000.00	0.00	0.00	-95,000.00	100.00%
Expense						
Department: 060 - COMMUNITY DEVELOPMENT						
440-060-41300 PROFESSIONAL SERVICES	0.00	95,000.00	0.00	0.00	95,000.00	100.00 %
Department: 060 - COMMUNITY DEVELOPMENT Total:	0.00	95,000.00	0.00	0.00	95,000.00	100.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 070 - CITYWIDE						
440-070-41300 PROFESSIONAL SERVICES	0.00	0.00	0.00	2,377.90	-2,377.90	0.00 %
Department: 070 - CITYWIDE Total:	0.00	0.00	0.00	2,377.90	-2,377.90	0.00%
Expense Total:	0.00	95,000.00	0.00	2,377.90	92,622.10	97.50%
Fund: 440 - USDA RDBG GRANT Surplus (Deficit):	0.00	0.00	0.00	-2,377.90	-2,377.90	0.00%
Report Surplus (Deficit):	0.00	-4,227,589.00	0.00	-2,176,054.46	2,051,534.54	48.53%

Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 202 - LOST & DAMAGED						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	520.71	520.71	0.00%
Revenue Total:	0.00	0.00	0.00	520.71	520.71	0.00%
Expense						
120 - LIBRARY	0.00	0.00	0.00	4,635.08	-4,635.08	0.00%
Expense Total:	0.00	0.00	0.00	4,635.08	-4,635.08	0.00%
Fund: 202 - LOST & DAMAGED Surplus (Deficit):	0.00	0.00	0.00	-4,114.37	-4,114.37	0.00%
Fund: 203 - DONATIONS LIBRARY						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	925.94	925.94	0.00%
Revenue Total:	0.00	0.00	0.00	925.94	925.94	0.00%
Expense						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	4,502.99	-4,502.99	0.00%
Expense Total:	0.00	0.00	0.00	4,502.99	-4,502.99	0.00%
Fund: 203 - DONATIONS LIBRARY Surplus (Deficit):	0.00	0.00	0.00	-3,577.05	-3,577.05	0.00%
Fund: 204 - MCDOLE TRUST LIBRARY						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-21.65	-21.65	0.00%
Revenue Total:	0.00	0.00	0.00	-21.65	-21.65	0.00%
Fund: 204 - MCDOLE TRUST LIBRARY Total:	0.00	0.00	0.00	-21.65	-21.65	0.00%
Fund: 205 - FRANCIS KING						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-31.33	-31.33	0.00%
Revenue Total:	0.00	0.00	0.00	-31.33	-31.33	0.00%
Fund: 205 - FRANCIS KING Total:	0.00	0.00	0.00	-31.33	-31.33	0.00%
Fund: 209 - PUBLIC COMPUTER LIBRARY						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	649.57	649.57	0.00%
Revenue Total:	0.00	0.00	0.00	649.57	649.57	0.00%
Fund: 209 - PUBLIC COMPUTER LIBRARY Total:	0.00	0.00	0.00	649.57	649.57	0.00%
Fund: 210 - SMIP						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	117.49	117.49	0.00%
Revenue Total:	0.00	0.00	0.00	117.49	117.49	0.00%
Expense						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	46.96	-46.96	0.00%
Expense Total:	0.00	0.00	0.00	46.96	-46.96	0.00%
Fund: 210 - SMIP Surplus (Deficit):	0.00	0.00	0.00	70.53	70.53	0.00%
Fund: 212 - CHILDREN'S SERVICES						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	18,104.30	18,104.30	0.00%
Revenue Total:	0.00	0.00	0.00	18,104.30	18,104.30	0.00%
Expense						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	6,955.53	-6,955.53	0.00%
Expense Total:	0.00	0.00	0.00	6,955.53	-6,955.53	0.00%
Fund: 212 - CHILDREN'S SERVICES Surplus (Deficit):	0.00	0.00	0.00	11,148.77	11,148.77	0.00%

Budget Report

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Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 216 - COED SOFTBALL						
Expense						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	104.89	-104.89	0.00%
Expense Total:	0.00	0.00	0.00	104.89	-104.89	0.00%
Fund: 216 - COED SOFTBALL Total:	0.00	0.00	0.00	104.89	-104.89	0.00%
Fund: 219 - MEN'S FAST PITCH						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	1,355.00	1,355.00	0.00%
Revenue Total:	0.00	0.00	0.00	1,355.00	1,355.00	0.00%
Fund: 219 - MEN'S FAST PITCH Total:	0.00	0.00	0.00	1,355.00	1,355.00	0.00%
Fund: 222 - SOFTBALL REPAIR						
Expense						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	2,403.55	-2,403.55	0.00%
Expense Total:	0.00	0.00	0.00	2,403.55	-2,403.55	0.00%
Fund: 222 - SOFTBALL REPAIR Total:	0.00	0.00	0.00	2,403.55	-2,403.55	0.00%
Fund: 233 - ENGINEERING						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	427.50	427.50	0.00%
Revenue Total:	0.00	0.00	0.00	427.50	427.50	0.00%
Fund: 233 - ENGINEERING Total:	0.00	0.00	0.00	427.50	427.50	0.00%
Fund: 234 - PLANNING						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	12,553.07	12,553.07	0.00%
Revenue Total:	0.00	0.00	0.00	12,553.07	12,553.07	0.00%
Expense						
060 - COMMUNITY DEVELOPMENT	0.00	0.00	0.00	37.49	-37.49	0.00%
Expense Total:	0.00	0.00	0.00	37.49	-37.49	0.00%
Fund: 234 - PLANNING Surplus (Deficit):	0.00	0.00	0.00	12,515.58	12,515.58	0.00%
Fund: 236 - RECREATION TRUST						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-1.78	-1.78	0.00%
Revenue Total:	0.00	0.00	0.00	-1.78	-1.78	0.00%
Fund: 236 - RECREATION TRUST Total:	0.00	0.00	0.00	-1.78	-1.78	0.00%
Fund: 239 - JUMP START						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	352.95	352.95	0.00%
Revenue Total:	0.00	0.00	0.00	352.95	352.95	0.00%
Expense						
130 - RECREATION	0.00	0.00	0.00	4,521.16	-4,521.16	0.00%
Expense Total:	0.00	0.00	0.00	4,521.16	-4,521.16	0.00%
Fund: 239 - JUMP START Surplus (Deficit):	0.00	0.00	0.00	-4,168.21	-4,168.21	0.00%
Fund: 245 - BUILDING STANDARDS						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	367.00	367.00	0.00%
Revenue Total:	0.00	0.00	0.00	367.00	367.00	0.00%
Fund: 245 - BUILDING STANDARDS Total:	0.00	0.00	0.00	367.00	367.00	0.00%
Fund: 301 - GENERAL						
Revenue						
000 - NON-DEPARTMENTAL	0.00	5,621,401.00	0.00	5,005,491.86	-615,909.14	10.96%
Revenue Total:	0.00	5,621,401.00	0.00	5,005,491.86	-615,909.14	10.96%
Expense						
000 - NON-DEPARTMENTAL	0.00	860,702.00	0.00	1,074,739.35	-214,037.35	-24.87%

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Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
010 - CITY COUNCIL	0.00	22,622.00	0.00	26,568.00	-3,946.00	-17.44%
020 - CITY ATTORNEY	0.00	130,000.00	0.00	156,700.11	-26,700.11	-20.54%
030 - CITY MANAGER	0.00	211,400.00	0.00	284,315.97	-72,915.97	-34.49%
050 - FINANCE	0.00	403,835.00	0.00	365,440.37	38,394.63	9.51%
060 - COMMUNITY DEVELOPMENT	0.00	306,103.00	0.00	309,642.88	-3,539.88	-1.16%
070 - CITYWIDE	0.00	472,806.00	0.00	535,308.51	-62,502.51	-13.22%
080 - CITY HALL	0.00	42,296.00	0.00	72,612.66	-30,316.66	-71.68%
090 - BUILDING	0.00	195,034.00	0.00	161,844.43	33,189.57	17.02%
100 - POLICE	0.00	1,621,999.00	0.00	2,000,000.00	-378,001.00	-23.30%
110 - ENGINEERING	0.00	55,825.00	0.00	130,827.90	-75,002.90	-134.35%
120 - LIBRARY	0.00	267,282.00	0.00	329,217.03	-61,935.03	-23.17%
130 - RECREATION	0.00	93,297.00	0.00	26,937.11	66,359.89	71.13%
135 - SWIMMING POOL	0.00	340,714.00	0.00	36,950.69	303,763.31	89.15%
138 - PUBLIC WORKS	0.00	474,550.00	0.00	555,811.61	-81,261.61	-17.12%
140 - PARKS	0.00	38,072.00	0.00	45,850.86	-7,778.86	-20.43%
145 - MALL MAINTENANCE	0.00	12,527.00	0.00	11,416.72	1,110.28	8.86%
146 - MUSEUM MAINTENANCE	0.00	500.00	0.00	153.79	346.21	69.24%
150 - FIRE	0.00	731,446.00	0.00	821,871.68	-90,425.68	-12.36%
160 - PUBLIC WORKS - STREETS	0.00	32,587.00	0.00	67,430.41	-34,843.41	-106.92%
170 - STORM DRAINS	0.00	2,226.00	0.00	1,440.56	785.44	35.28%
180 - SEWER	0.00	0.00	0.00	20,678.50	-20,678.50	0.00%
200 - WATER	0.00	0.00	0.00	9,325.00	-9,325.00	0.00%
Expense Total:	0.00	6,315,823.00	0.00	7,045,084.14	-729,261.14	-11.55%
Fund: 301 - GENERAL Surplus (Deficit):	0.00	-694,422.00	0.00	-2,039,592.28	-1,345,170.28	-193.71%
Fund: 306 - TRAFFICE CONGESTION RELIEF						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-0.02	-0.02	0.00%
Revenue Total:	0.00	0.00	0.00	-0.02	-0.02	0.00%
Fund: 306 - TRAFFICE CONGESTION RELIEF Total:	0.00	0.00	0.00	-0.02	-0.02	0.00%
Fund: 307 - CERT ACCESS						
Revenue						
000 - NON-DEPARTMENTAL	0.00	2,000.00	0.00	1,375.20	-624.80	31.24%
Revenue Total:	0.00	2,000.00	0.00	1,375.20	-624.80	31.24%
Fund: 307 - CERT ACCESS Total:	0.00	2,000.00	0.00	1,375.20	-624.80	31.24%
Fund: 308 - STIP						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-0.45	-0.45	0.00%
Revenue Total:	0.00	0.00	0.00	-0.45	-0.45	0.00%
Fund: 308 - STIP Total:	0.00	0.00	0.00	-0.45	-0.45	0.00%
Fund: 310 - GAS TAX - RSTP						
Revenue						
000 - NON-DEPARTMENTAL	0.00	112,000.00	0.00	362,658.39	250,658.39	223.80%
Revenue Total:	0.00	112,000.00	0.00	362,658.39	250,658.39	223.80%
Expense						
110 - ENGINEERING	0.00	0.00	0.00	26,777.69	-26,777.69	0.00%
160 - PUBLIC WORKS - STREETS	0.00	170,000.00	0.00	182,716.93	-12,716.93	-7.48%
Expense Total:	0.00	170,000.00	0.00	209,494.62	-39,494.62	-23.23%
Fund: 310 - GAS TAX - RSTP Surplus (Deficit):	0.00	-58,000.00	0.00	153,163.77	211,163.77	364.08%
Fund: 311 - GAS TAX - SB1RPMT						
Revenue						
000 - NON-DEPARTMENTAL	0.00	157,236.00	0.00	164,600.75	7,364.75	4.68%
Revenue Total:	0.00	157,236.00	0.00	164,600.75	7,364.75	4.68%
Expense						
110 - ENGINEERING	0.00	0.00	0.00	37,514.81	-37,514.81	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
160 - PUBLIC WORKS - STREETS	0.00	60,000.00	0.00	218,550.18	-158,550.18	-264.25%
Expense Total:	0.00	60,000.00	0.00	256,064.99	-196,064.99	-326.77%
Fund: 311 - GAS TAX - SB1RPMT Surplus (Deficit):	0.00	97,236.00	0.00	-91,464.24	-188,700.24	194.06%
Fund: 312 - CDBG HOUSING						
Revenue						
000 - NON-DEPARTMENTAL	0.00	7,500.00	0.00	4,899.33	-2,600.67	34.68%
Revenue Total:	0.00	7,500.00	0.00	4,899.33	-2,600.67	34.68%
Expense						
070 - CITYWIDE	0.00	7,500.00	0.00	379.06	7,120.94	94.95%
Expense Total:	0.00	7,500.00	0.00	379.06	7,120.94	94.95%
Fund: 312 - CDBG HOUSING Surplus (Deficit):	0.00	0.00	0.00	4,520.27	4,520.27	0.00%
Fund: 313 - WILLOWS LIGHTING						
Revenue						
000 - NON-DEPARTMENTAL	0.00	33,621.00	0.00	33,591.08	-29.92	0.09%
Revenue Total:	0.00	33,621.00	0.00	33,591.08	-29.92	0.09%
Expense						
060 - COMMUNITY DEVELOPMENT	0.00	35,981.00	0.00	5,620.58	30,360.42	84.38%
110 - ENGINEERING	0.00	0.00	0.00	7,063.75	-7,063.75	0.00%
Expense Total:	0.00	35,981.00	0.00	12,684.33	23,296.67	64.75%
Fund: 313 - WILLOWS LIGHTING Surplus (Deficit):	0.00	-2,360.00	0.00	20,906.75	23,266.75	985.88%
Fund: 314 - GAS TAX 2105						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	5,785.02	5,785.02	0.00%
Revenue Total:	0.00	0.00	0.00	5,785.02	5,785.02	0.00%
Expense						
160 - PUBLIC WORKS - STREETS	0.00	0.00	0.00	1,284.91	-1,284.91	0.00%
Expense Total:	0.00	0.00	0.00	1,284.91	-1,284.91	0.00%
Fund: 314 - GAS TAX 2105 Surplus (Deficit):	0.00	0.00	0.00	4,500.11	4,500.11	0.00%
Fund: 315 - GAS TAX 2106						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	3,681.77	3,681.77	0.00%
Revenue Total:	0.00	0.00	0.00	3,681.77	3,681.77	0.00%
Expense						
160 - PUBLIC WORKS - STREETS	0.00	0.00	0.00	50,067.11	-50,067.11	0.00%
Expense Total:	0.00	0.00	0.00	50,067.11	-50,067.11	0.00%
Fund: 315 - GAS TAX 2106 Surplus (Deficit):	0.00	0.00	0.00	-46,385.34	-46,385.34	0.00%
Fund: 316 - GAS TAX 2107						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	8,627.72	8,627.72	0.00%
Revenue Total:	0.00	0.00	0.00	8,627.72	8,627.72	0.00%
Fund: 316 - GAS TAX 2107 Total:	0.00	0.00	0.00	8,627.72	8,627.72	0.00%
Fund: 317 - GAS TAX 2107.5						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	1,999.78	1,999.78	0.00%
Revenue Total:	0.00	0.00	0.00	1,999.78	1,999.78	0.00%
Fund: 317 - GAS TAX 2107.5 Total:	0.00	0.00	0.00	1,999.78	1,999.78	0.00%
Fund: 318 - SEWER MAINTENANCE						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	1,848,110.61	1,848,110.61	0.00%
Revenue Total:	0.00	0.00	0.00	1,848,110.61	1,848,110.61	0.00%
Expense						
050 - FINANCE	0.00	0.00	0.00	454,085.84	-454,085.84	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
110 - ENGINEERING	0.00	0.00	0.00	33,834.25	-33,834.25	0.00%
138 - PUBLIC WORKS	0.00	0.00	0.00	25,567.77	-25,567.77	0.00%
180 - SEWER	0.00	2,226,819.00	0.00	1,399,156.31	827,662.69	37.17%
Expense Total:	0.00	2,226,819.00	0.00	1,912,644.17	314,174.83	14.11%
Fund: 318 - SEWER MAINTENANCE Surplus (Deficit):	0.00	-2,226,819.00	0.00	-64,533.56	2,162,285.44	97.10%
Fund: 320 - CLEAN CALIFORNIA GRANT						
Expense						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	4,359.05	-4,359.05	0.00%
110 - ENGINEERING	0.00	0.00	0.00	605.00	-605.00	0.00%
Expense Total:	0.00	0.00	0.00	4,964.05	-4,964.05	0.00%
Fund: 320 - CLEAN CALIFORNIA GRANT Total:	0.00	0.00	0.00	4,964.05	-4,964.05	0.00%
Fund: 321 - SEWER CONSTRUCTION						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	4,884.03	4,884.03	0.00%
Revenue Total:	0.00	0.00	0.00	4,884.03	4,884.03	0.00%
Fund: 321 - SEWER CONSTRUCTION Total:	0.00	0.00	0.00	4,884.03	4,884.03	0.00%
Fund: 322 - RECREATION REIMBURSEMENT						
Expense						
130 - RECREATION	0.00	0.00	0.00	1,395.41	-1,395.41	0.00%
Expense Total:	0.00	0.00	0.00	1,395.41	-1,395.41	0.00%
Fund: 322 - RECREATION REIMBURSEMENT Total:	0.00	0.00	0.00	1,395.41	-1,395.41	0.00%
Fund: 324 - USDA BIOMASS						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-0.03	-0.03	0.00%
Revenue Total:	0.00	0.00	0.00	-0.03	-0.03	0.00%
Fund: 324 - USDA BIOMASS Total:	0.00	0.00	0.00	-0.03	-0.03	0.00%
Fund: 325 - WATER ENTERPRISE FUND						
Revenue						
000 - NON-DEPARTMENTAL	0.00	634,791.00	0.00	1,396.26	-633,394.74	99.78%
Revenue Total:	0.00	634,791.00	0.00	1,396.26	-633,394.74	99.78%
Expense						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	2,607.46	-2,607.46	0.00%
110 - ENGINEERING	0.00	0.00	0.00	200.00	-200.00	0.00%
200 - WATER	0.00	640,791.00	0.00	17,044.63	623,746.37	97.34%
Expense Total:	0.00	640,791.00	0.00	19,852.09	620,938.91	96.90%
Fund: 325 - WATER ENTERPRISE FUND Surplus (Deficit):	0.00	-6,000.00	0.00	-18,455.83	-12,455.83	-207.60%
Fund: 326 - CDBG 14.218 HCD 17-CDBG-12031						
Revenue						
000 - NON-DEPARTMENTAL	0.00	112,731.00	0.00	112,693.43	-37.57	0.03%
Revenue Total:	0.00	112,731.00	0.00	112,693.43	-37.57	0.03%
Expense						
060 - COMMUNITY DEVELOPMENT	0.00	5,000.00	0.00	6,000.00	-1,000.00	-20.00%
Expense Total:	0.00	5,000.00	0.00	6,000.00	-1,000.00	-20.00%
Fund: 326 - CDBG 14.218 HCD 17-CDBG-12031 Surplus (Deficit):	0.00	107,731.00	0.00	106,693.43	-1,037.57	0.96%
Fund: 327 - BASIN STREET						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-0.95	-0.95	0.00%
Revenue Total:	0.00	0.00	0.00	-0.95	-0.95	0.00%
Expense						
160 - PUBLIC WORKS - STREETS	0.00	174,912.00	0.00	0.00	174,912.00	100.00%
Expense Total:	0.00	174,912.00	0.00	0.00	174,912.00	100.00%
Fund: 327 - BASIN STREET Surplus (Deficit):	0.00	-174,912.00	0.00	-0.95	174,911.05	100.00%

Budget Report

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Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 329 - EDA GRANT						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-39.65	-39.65	0.00%
Revenue Total:	0.00	0.00	0.00	-39.65	-39.65	0.00%
Fund: 329 - EDA GRANT Total:	0.00	0.00	0.00	-39.65	-39.65	0.00%
Fund: 330 - COMMUNITY DISCRETIONARY						
Revenue						
000 - NON-DEPARTMENTAL	0.00	7,500.00	0.00	0.00	-7,500.00	100.00%
Revenue Total:	0.00	7,500.00	0.00	0.00	-7,500.00	100.00%
Expense						
060 - COMMUNITY DEVELOPMENT	0.00	0.00	0.00	729.11	-729.11	0.00%
070 - CITYWIDE	0.00	37,900.00	0.00	9,836.00	28,064.00	74.05%
Expense Total:	0.00	37,900.00	0.00	10,565.11	27,334.89	72.12%
Fund: 330 - COMMUNITY DISCRETIONARY Surplus (Deficit):	0.00	-30,400.00	0.00	-10,565.11	19,834.89	65.25%
Fund: 331 - MALL MAINTENANCE						
Expense						
145 - MALL MAINTENANCE	0.00	8,800.00	0.00	0.00	8,800.00	100.00%
Expense Total:	0.00	8,800.00	0.00	0.00	8,800.00	100.00%
Fund: 331 - MALL MAINTENANCE Total:	0.00	8,800.00	0.00	0.00	8,800.00	100.00%
Fund: 338 - COUNTY LIBRARY						
Revenue						
000 - NON-DEPARTMENTAL	0.00	121,980.00	0.00	217,570.00	95,590.00	78.37%
Revenue Total:	0.00	121,980.00	0.00	217,570.00	95,590.00	78.37%
Expense						
120 - LIBRARY	0.00	121,980.00	0.00	0.00	121,980.00	100.00%
Expense Total:	0.00	121,980.00	0.00	0.00	121,980.00	100.00%
Fund: 338 - COUNTY LIBRARY Surplus (Deficit):	0.00	0.00	0.00	217,570.00	217,570.00	0.00%
Fund: 341 - ZIP BOOKS - STATE						
Revenue						
000 - NON-DEPARTMENTAL	0.00	7,528.00	0.00	7,517.00	-11.00	0.15%
Revenue Total:	0.00	7,528.00	0.00	7,517.00	-11.00	0.15%
Expense						
070 - CITYWIDE	0.00	0.00	0.00	7,270.60	-7,270.60	0.00%
120 - LIBRARY	0.00	10,000.00	0.00	378.63	9,621.37	96.21%
Expense Total:	0.00	10,000.00	0.00	7,649.23	2,350.77	23.51%
Fund: 341 - ZIP BOOKS - STATE Surplus (Deficit):	0.00	-2,472.00	0.00	-132.23	2,339.77	94.65%
Fund: 350 - NORTHNET TRAINING						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	1,500.00	1,500.00	0.00%
Revenue Total:	0.00	0.00	0.00	1,500.00	1,500.00	0.00%
Expense						
120 - LIBRARY	0.00	1,991.00	0.00	0.00	1,991.00	100.00%
Expense Total:	0.00	1,991.00	0.00	0.00	1,991.00	100.00%
Fund: 350 - NORTHNET TRAINING Surplus (Deficit):	0.00	-1,991.00	0.00	1,500.00	3,491.00	175.34%
Fund: 352 - CLSA DELIVERY						
Revenue						
000 - NON-DEPARTMENTAL	0.00	14,129.00	0.00	7,840.00	-6,289.00	44.51%
Revenue Total:	0.00	14,129.00	0.00	7,840.00	-6,289.00	44.51%
Expense						
120 - LIBRARY	0.00	11,000.00	0.00	9,393.10	1,606.90	14.61%
Expense Total:	0.00	11,000.00	0.00	9,393.10	1,606.90	14.61%
Fund: 352 - CLSA DELIVERY Surplus (Deficit):	0.00	3,129.00	0.00	-1,553.10	-4,682.10	149.64%

Budget Report

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Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 356 - FIRE DEVELOPMENT IMPACT FEE						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	380.60	380.60	0.00%
Revenue Total:	0.00	0.00	0.00	380.60	380.60	0.00%
Expense						
150 - FIRE	0.00	65,163.00	0.00	0.00	65,163.00	100.00%
Expense Total:	0.00	65,163.00	0.00	0.00	65,163.00	100.00%
Fund: 356 - FIRE DEVELOPMENT IMPACT FEE Surplus (Deficit):	0.00	-65,163.00	0.00	380.60	65,543.60	100.58%
Fund: 358 - POLICE DEVELOPMENT IMPACT FEE						
Revenue						
000 - NON-DEPARTMENTAL	0.00	375.00	0.00	165.96	-209.04	55.74%
Revenue Total:	0.00	375.00	0.00	165.96	-209.04	55.74%
Fund: 358 - POLICE DEVELOPMENT IMPACT FEE Total:	0.00	375.00	0.00	165.96	-209.04	55.74%
Fund: 359 - LITERACY PASS THROUGH FUNDS						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-12.15	-12.15	0.00%
Revenue Total:	0.00	0.00	0.00	-12.15	-12.15	0.00%
Fund: 359 - LITERACY PASS THROUGH FUNDS Total:	0.00	0.00	0.00	-12.15	-12.15	0.00%
Fund: 360 - STORM DRAINAGE						
Revenue						
000 - NON-DEPARTMENTAL	0.00	900.00	0.00	769.44	-130.56	14.51%
Revenue Total:	0.00	900.00	0.00	769.44	-130.56	14.51%
Fund: 360 - STORM DRAINAGE Total:	0.00	900.00	0.00	769.44	-130.56	14.51%
Fund: 361 - STREET DEVELOPMENT						
Revenue						
000 - NON-DEPARTMENTAL	0.00	1,000.00	0.00	850.10	-149.90	14.99%
Revenue Total:	0.00	1,000.00	0.00	850.10	-149.90	14.99%
Fund: 361 - STREET DEVELOPMENT Total:	0.00	1,000.00	0.00	850.10	-149.90	14.99%
Fund: 362 - PARK FACILITIES						
Revenue						
000 - NON-DEPARTMENTAL	0.00	2,000.00	0.00	-143.94	-2,143.94	107.20%
Revenue Total:	0.00	2,000.00	0.00	-143.94	-2,143.94	107.20%
Fund: 362 - PARK FACILITIES Total:	0.00	2,000.00	0.00	-143.94	-2,143.94	107.20%
Fund: 363 - I-5 INTERCHANGE DEVELOPMENT						
Revenue						
000 - NON-DEPARTMENTAL	0.00	2,000.00	0.00	1,465.33	-534.67	26.73%
Revenue Total:	0.00	2,000.00	0.00	1,465.33	-534.67	26.73%
Fund: 363 - I-5 INTERCHANGE DEVELOPMENT Total:	0.00	2,000.00	0.00	1,465.33	-534.67	26.73%
Fund: 364 - LIBRARY DEVELOPMENT						
Revenue						
000 - NON-DEPARTMENTAL	0.00	950.00	0.00	-61.14	-1,011.14	106.44%
Revenue Total:	0.00	950.00	0.00	-61.14	-1,011.14	106.44%
Expense						
120 - LIBRARY	0.00	0.00	0.00	23,933.80	-23,933.80	0.00%
Expense Total:	0.00	0.00	0.00	23,933.80	-23,933.80	0.00%
Fund: 364 - LIBRARY DEVELOPMENT Surplus (Deficit):	0.00	950.00	0.00	-23,994.94	-24,944.94	2,625.78%
Fund: 372 - GAS TAX 2103						
Revenue						
000 - NON-DEPARTMENTAL	0.00	173,769.00	0.00	110,437.79	-63,331.21	36.45%
Revenue Total:	0.00	173,769.00	0.00	110,437.79	-63,331.21	36.45%
Expense						
110 - ENGINEERING	0.00	0.00	0.00	3,582.50	-3,582.50	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
138 - PUBLIC WORKS	0.00	0.00	0.00	350.00	-350.00	0.00%
160 - PUBLIC WORKS - STREETS	0.00	377,000.00	0.00	104,477.09	272,522.91	72.29%
Expense Total:	0.00	377,000.00	0.00	108,409.59	268,590.41	71.24%
Fund: 372 - GAS TAX 2103 Surplus (Deficit):	0.00	-203,231.00	0.00	2,028.20	205,259.20	101.00%
Fund: 382 - PROP 68 GRANT- 2018 PARKS BOND ACT						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	200,000.00	200,000.00	0.00%
Revenue Total:	0.00	0.00	0.00	200,000.00	200,000.00	0.00%
Fund: 382 - PROP 68 GRANT- 2018 PARKS BOND ACT Total:	0.00	0.00	0.00	200,000.00	200,000.00	0.00%
Fund: 398 - HOME GRANT						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	-8.32	-8.32	0.00%
Revenue Total:	0.00	0.00	0.00	-8.32	-8.32	0.00%
Expense						
060 - COMMUNITY DEVELOPMENT	0.00	2,500.00	0.00	3,400.00	-900.00	-36.00%
Expense Total:	0.00	2,500.00	0.00	3,400.00	-900.00	-36.00%
Fund: 398 - HOME GRANT Surplus (Deficit):	0.00	-2,500.00	0.00	-3,408.32	-908.32	-36.33%
Fund: 420 - CORONA FISCAL REC						
Revenue						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	30.55	30.55	0.00%
Revenue Total:	0.00	0.00	0.00	30.55	30.55	0.00%
Expense						
000 - NON-DEPARTMENTAL	0.00	0.00	0.00	604,144.44	-604,144.44	0.00%
030 - CITY MANAGER	0.00	0.00	0.00	6,432.88	-6,432.88	0.00%
070 - CITYWIDE	0.00	967,840.00	0.00	0.00	967,840.00	100.00%
Expense Total:	0.00	967,840.00	0.00	610,577.32	357,262.68	36.91%
Fund: 420 - CORONA FISCAL REC Surplus (Deficit):	0.00	-967,840.00	0.00	-610,546.77	357,293.23	36.92%
Fund: 440 - USDA RDBG GRANT						
Revenue						
000 - NON-DEPARTMENTAL	0.00	95,000.00	0.00	0.00	-95,000.00	100.00%
Revenue Total:	0.00	95,000.00	0.00	0.00	-95,000.00	100.00%
Expense						
060 - COMMUNITY DEVELOPMENT	0.00	95,000.00	0.00	0.00	95,000.00	100.00%
070 - CITYWIDE	0.00	0.00	0.00	2,377.90	-2,377.90	0.00%
Expense Total:	0.00	95,000.00	0.00	2,377.90	92,622.10	97.50%
Fund: 440 - USDA RDBG GRANT Surplus (Deficit):	0.00	0.00	0.00	-2,377.90	-2,377.90	0.00%
Report Surplus (Deficit):	0.00	-4,227,589.00	0.00	-2,176,054.46	2,051,534.54	48.53%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
202 - LOST & DAMAGED	0.00	0.00	0.00	-4,114.37	-4,114.37
203 - DONATIONS LIBRARY	0.00	0.00	0.00	-3,577.05	-3,577.05
204 - MCDOLE TRUST LIBRARY	0.00	0.00	0.00	-21.65	-21.65
205 - FRANCIS KING	0.00	0.00	0.00	-31.33	-31.33
209 - PUBLIC COMPUTER LIBRARY	0.00	0.00	0.00	649.57	649.57
210 - SMIP	0.00	0.00	0.00	70.53	70.53
212 - CHILDREN'S SERVICES	0.00	0.00	0.00	11,148.77	11,148.77
216 - COED SOFTBALL	0.00	0.00	0.00	-104.89	-104.89
219 - MEN'S FAST PITCH	0.00	0.00	0.00	1,355.00	1,355.00
222 - SOFTBALL REPAIR	0.00	0.00	0.00	-2,403.55	-2,403.55
233 - ENGINEERING	0.00	0.00	0.00	427.50	427.50
234 - PLANNING	0.00	0.00	0.00	12,515.58	12,515.58
236 - RECREATION TRUST	0.00	0.00	0.00	-1.78	-1.78
239 - JUMP START	0.00	0.00	0.00	-4,168.21	-4,168.21
245 - BUILDING STANDARDS	0.00	0.00	0.00	367.00	367.00
301 - GENERAL	0.00	-694,422.00	0.00	-2,039,592.28	-1,345,170.28
306 - TRAFFICE CONGESTION REL	0.00	0.00	0.00	-0.02	-0.02
307 - CERT ACCESS	0.00	2,000.00	0.00	1,375.20	-624.80
308 - STIP	0.00	0.00	0.00	-0.45	-0.45
310 - GAS TAX - RSTP	0.00	-58,000.00	0.00	153,163.77	211,163.77
311 - GAS TAX - SB1RPMT	0.00	97,236.00	0.00	-91,464.24	-188,700.24
312 - CDBG HOUSING	0.00	0.00	0.00	4,520.27	4,520.27
313 - WILLOWS LIGHTING	0.00	-2,360.00	0.00	20,906.75	23,266.75
314 - GAS TAX 2105	0.00	0.00	0.00	4,500.11	4,500.11
315 - GAS TAX 2106	0.00	0.00	0.00	-46,385.34	-46,385.34
316 - GAS TAX 2107	0.00	0.00	0.00	8,627.72	8,627.72
317 - GAS TAX 2107.5	0.00	0.00	0.00	1,999.78	1,999.78
318 - SEWER MAINTENANCE	0.00	-2,226,819.00	0.00	-64,533.56	2,162,285.44
320 - CLEAN CALIFORNIA GRANT	0.00	0.00	0.00	-4,964.05	-4,964.05
321 - SEWER CONSTRUCTION	0.00	0.00	0.00	4,884.03	4,884.03
322 - RECREATION REIMBURSEME	0.00	0.00	0.00	-1,395.41	-1,395.41
324 - USDA BIOMASS	0.00	0.00	0.00	-0.03	-0.03
325 - WATER ENTERPRISE FUND	0.00	-6,000.00	0.00	-18,455.83	-12,455.83
326 - CDBG 14.218 HCD 17-CDBG	0.00	107,731.00	0.00	106,693.43	-1,037.57
327 - BASIN STREET	0.00	-174,912.00	0.00	-0.95	174,911.05
329 - EDA GRANT	0.00	0.00	0.00	-39.65	-39.65
330 - COMMUNITY DISCRETION/	0.00	-30,400.00	0.00	-10,565.11	19,834.89
331 - MALL MAINTENANCE	0.00	-8,800.00	0.00	0.00	8,800.00
338 - COUNTY LIBRARY	0.00	0.00	0.00	217,570.00	217,570.00
341 - ZIP BOOKS - STATE	0.00	-2,472.00	0.00	-132.23	2,339.77
350 - NORTHNET TRAINING	0.00	-1,991.00	0.00	1,500.00	3,491.00
352 - CLSA DELIVERY	0.00	3,129.00	0.00	-1,553.10	-4,682.10
356 - FIRE DEVELOPMENT IMPAC	0.00	-65,163.00	0.00	380.60	65,543.60
358 - POLICE DEVELOPMENT IM	0.00	375.00	0.00	165.96	-209.04
359 - LITERACY PASS THROUGH FI	0.00	0.00	0.00	-12.15	-12.15
360 - STORM DRAINAGE	0.00	900.00	0.00	769.44	-130.56
361 - STREET DEVELOPMENT	0.00	1,000.00	0.00	850.10	-149.90
362 - PARK FACILITIES	0.00	2,000.00	0.00	-143.94	-2,143.94
363 - I-5 INTERCHANGE DEVELOPI	0.00	2,000.00	0.00	1,465.33	-534.67
364 - LIBRARY DEVELOPMENT	0.00	950.00	0.00	-23,994.94	-24,944.94
372 - GAS TAX 2103	0.00	-203,231.00	0.00	2,028.20	205,259.20
382 - PROP 68 GRANT- 2018 PARK	0.00	0.00	0.00	200,000.00	200,000.00
398 - HOME GRANT	0.00	-2,500.00	0.00	-3,408.32	-908.32
420 - CORONA FISCAL REC	0.00	-967,840.00	0.00	-610,546.77	357,293.23
440 - USDA RDBG GRANT	0.00	0.00	0.00	-2,377.90	-2,377.90
Report Surplus (Deficit):	0.00	-4,227,589.00	0.00	-2,176,054.46	2,051,534.54



COMMENTS AND REPORTS