

CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY,
PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY



AGENDA

Joint REGULAR Meeting

Wednesday, April 25, 2018 * 6:00 P. M.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

- City Council meetings are video recorded and archived as a permanent record. The video recording captures the complete proceedings of the meeting and is available for viewing on the City's website.
- Posted Reports & Supplemental Docs contain records up to the cut off time prior to meetings for processing new submittals. Complete records containing meeting handouts, PowerPoints, etc. can be obtained through a [Records Request](#).

PUBLIC MEETING ACCESS

The Regular Meetings of the City Council are scheduled for the 2nd and 4th Wednesdays and are broadcast live on Cox Communications-Channel 19, Time Warner-Channel 24, and AT&T U-verse Channel 99. The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's website.

AGENDA MATERIALS

A full City Council agenda packet including relative supporting documentation is available at City Hall, the Solana Beach Branch Library (157 Stevens Ave.), La Colonia Community Ctr., and online www.cityofsolanabeach.org. Agendas are posted at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings. Writings and documents regarding an agenda of an open session meeting, received after the official posting, and distributed to the Council for consideration, will be made available for public viewing at the same time. In addition, items received at least 1 hour 30 minutes prior to the meeting time will be uploaded online with the courtesy agenda posting. Materials submitted for consideration should be forwarded to the City Clerk's department 858-720-2400. The designated location for viewing public documents is the City Clerk's office at City Hall during normal business hours.

SPEAKERS

Please submit a speaker slip to the City Clerk prior to the meeting, or the announcement of the Section/Item, to provide public comment. Allotted times for speaking are outlined on the speaker's slip for each agenda section: Oral Communications, Consent, Public Hearings and Staff Reports.

AMERICAN DISABILITIES ACT TITLE 2

In compliance with the Americans with Disabilities Act of 1990, persons with a disability may request an agenda in appropriate alternative formats as required by Section 202. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk's office (858) 720-2400 at least 72 hours prior to the meeting.

As a courtesy to all meeting attendees, please set cellular phones and pagers to silent mode and engage in conversations outside the Council Chambers.

CITY COUNCILMEMBERS

Vacant, Mayor

David A. Zito, Deputy Mayor

Jewel Edson, Councilmember

Judy Hegenauer, Councilmember

Lesa Heebner, Councilmember

Gregory Wade
City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

SPEAKERS:

Please submit your speaker slip to the City Clerk prior to the meeting or the announcement of the Item. Allotted times for speaking are outlined on the speaker's slip for Oral Communications, Consent, Public Hearings and Staff Reports.

READING OF ORDINANCES AND RESOLUTIONS:

Pursuant to Solana Beach Municipal Code Section 2.04.460, at the time of introduction or adoption of an ordinance or adoption of a resolution, the same shall not be read in full unless after the reading of the title, further reading is requested by a member of the Council. If any Councilmember so requests, the ordinance or resolution shall be read in full. In the absence of such a request, this section shall constitute a waiver by the council of such reading.

CALL TO ORDER AND ROLL CALL:

CLOSED SESSION REPORT: (when applicable)

FLAG SALUTE:

APPROVAL OF AGENDA:

PROCLAMATIONS/CERTIFICATES: *Ceremonial
None at the posting of this agenda*

PRESENTATIONS: Ceremonial items that do not contain in-depth discussion and no action/direction.

1. Solana Vista Students at City Hall for Earth Day
2. Betty Scalice Foundation
3. San Elijo Joint Powers Authority

ORAL COMMUNICATIONS:

This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by submitting a speaker slip (located on the back table) to the City Clerk. Comments relating to items on this evening's agenda are taken at the time the items are heard. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:

An opportunity for City Council to make brief announcements or report on their activities. These items are not agendized for official City business with no action or substantive discussion.

A. CONSENT CALENDAR: (Action Items) (A.1. - A.4.)

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion. Any member of the public may address the City Council on an item of concern by submitting to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be discussed immediately after approval of the Consent Calendar.

A.1. Register Of Demands. (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for March 24 – April 6, 2018.

[Item A.1. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.2. General Fund Adopted Budget for Fiscal Year 2017-2018 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2017-2018 General Fund Adopted Budget.

[Item A.2. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.3 City-Wide Traffic Signal and Safety Lighting Maintenance, Repair and Installation, Agreement Extension. (File 0860-55)

Recommendation: That the City Council

1. Adopt **Resolution 2018-038**:
 - a. Approving a one year Professional Services Agreement with Siemens Industries, Inc. in an amount not to exceed \$26,000 for Safety Lighting and Traffic Signal Maintenance, Repair and Installation, effective July 1, 2018.
 - b. Authorizing the City Manager to enter an agreement for up to four additional years at the City's option for a total amount not to exceed \$112,038, which includes an annual adjustment equal to the increase by the Consumer Price Index (CPI) at the City Manager's discretion and not to exceed an annual cap of 3%, as published by the Bureau of Labor Statistics for the United States Department of Labor, All Items, San Diego Area, 1982-84 = 100 as of the end of the calendar year preceding the increase.
 - c. Approving a one-time expenditure, in the amount of \$60,000, for traffic signal upgrades as part of the Professional Services Agreement with Siemens Industries, Inc.
 - d. Authorizing an appropriation of \$60,000 from the Gas Tax Fund into the Traffic Controllers CIP Budget for FY 2018/19.
 - e. Authorizing the City Treasurer to amend the FY 2018/19 Adopted Budget accordingly.

[Item A.3. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.4. Community Grant Program Fiscal Year 2018-19 and revising Council Policy 14. (File 0330-25)

Recommendation: That the City Council

1. Adopt **Resolution 2018-044** authorizing the FY 2018-19 Community Grant Program and approving the revised Policy No. 14.

[Item A.4. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

NOTE: The City Council shall not begin a new agenda item after 10:30 p.m. unless approved by a unanimous vote of all members present. (SBMC 2.04.070)

C. STAFF REPORTS: (C.1.)

Submit speaker slips to the City Clerk.

C.1. La Colonia Skate Park Construction Contract Award to California Skateparks.
(File 0720-30)

Recommendation: That the City Council

1. Adopts **Resolution 2018-040:**

- a. Awarding the construction contract to California Skateparks, in the amount of \$939,976, for the La Colonia Skate Park, Bid 2018-01.
- b. Approving an amount of \$100,000 for construction contingency.
- c. Authorizing the City Manager to execute the construction contract on behalf of the City.
- d. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
- e. Authorizing the City Manager to execute Amendment No. 1 to the Professional Services Agreement with Van Dyke Landscape Architects for design and construction support services associated with the La Colonia Skate Park.
- f. Authorizing an appropriation of \$100,000 into the La Colonia Skate Park project in the City CIP fund from Grant Fund revenue for a grant received from County of San Diego for the Neighborhood Reinvestment Program.
- g. Authorizing an appropriation of \$2,200 into the La Colonia Skate Park project in the Public Improvement Grant fund.
- h. Authorizing an appropriation of \$41,953 into the donation revenue account and into the La Colonia Skate Park project for all miscellaneous donations received, but previously not appropriated, for the project.
- i. Authorizing a transfer of \$2,500 from the Parks and Recreation Reserve in the General Fund to the City CIP fund for the La Colonia Skate Park project.
- j. Authorizing an appropriation of \$25,000 into the donation revenue account and into the La Colonia Skate Park project from the sales of donor tiles expected to be received for the project.
- k. Authorizing an appropriation of \$476,531 from City CIP undesignated reserves into the La Colonia Skate Park Project.
- l. Authorizing the City Treasurer to amend the FY 2017/18 Adopted Budget accordingly.

[Item C.1. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

WORK PLAN COMMENTS:

Adopted June 14, 2017

COMPENSATION & REIMBURSEMENT DISCLOSURE:

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

COUNCIL COMMITTEE REPORTS:

Regional Committees: (outside agencies, appointed by this Council)

- a. City Selection Committee (meets twice a year) – Vacant (Edson, alternate).
- b. County Service Area 17 – Vacant (Vacant, alternate).
- c. Escondido Creek Watershed Authority – Vacant /Staff (no alternate).
- d. League of Ca. Cities' San Diego County Executive Committee – Vacant (Edson, alternate) and any subcommittees.
- e. League of Ca. Cities' Local Legislative Committee – Vacant (Edson, alternate)
- f. League of Ca. Cities' Coastal Cities Issues Group (CCIG) – Vacant (Edson, alternate)
- g. North County Dispatch JPA – Vacant (Edson, alternate).
- h. North County Transit District – Edson (Vacant, alternate)
- i. Regional Solid Waste Association (RSWA) – Vacant (Hegenauer, alternate).
- j. SANDAG – Zito (Primary), Edson (1st alternate), Vacant (2nd alternate) and any subcommittees.
- k. SANDAG Shoreline Preservation Committee – Zito (Hegenauer, alternate).
- l. San Dieguito River Valley JPA – Hegenauer (Vacant, alternate).
- m. San Elijo JPA – Vacant, Zito (City Manager, alternate).
- n. 22nd Agricultural District Association Community Relations Committee – Vacant, Edson.

Standing Committees: (All Primary Members) (Permanent Committees)

- a. Business Liaison Committee – Zito, Edson.
- b. Solana Beach-Del Mar Relations Committee – Vacant, Zito
- c. Highway 101 / Cedros Ave. Development Committee – Edson, Vacant.
- d. Fire Dept. Management Governance & Organizational Evaluation – Edson, Hegenauer
- e. I-5 Construction Committee – Zito, Edson.
- f. Parks and Recreation Committee – Vacant, Zito
- g. Public Arts Committee – Vacant, Hegenauer.
- h. School Relations Committee – Vacant, Hegenauer.

ADJOURN:

Next Regularly Scheduled Meeting is May 9, 2018

Always refer the City's website Event Calendar for updated schedule or contact City Hall.

www.cityofsolanabeach.org 858-720-2425

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA }
COUNTY OF SAN DIEGO } §
CITY OF SOLANA BEACH }

I, Angela Ivey, City Clerk of the City of Solana Beach, do hereby certify that this Agenda for the April 24, 2018 Council Meeting was called by City Council, Successor Agency to the Redevelopment Agency, Public Financing Authority, and the Housing Authority of the City of Solana Beach, California, was provided and posted on April 18, 2018 at 4:30 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., April 25, 2018, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk
City of Solana Beach, CA

UPCOMING CITIZEN CITY COMMISSION AND COMMITTEE MEETINGS:

Regularly Scheduled, or Special Meetings that have been announced, as of this Agenda Posting. Dates, times, locations are all subject to change. See the City's Commission's website or the City's Events Calendar for updates.

- **Budget & Finance Commission**
Thursday, May 17, 2018, 5:30 p.m. (City Hall)
- **Climate Action Commission**
Wednesday, May 16, 2018, 5:30 p.m. (City Hall)
- **Parks & Recreation Commission**
Thursday, May 10, 2018, 4:00 p.m. (Fletcher Cove Community Center)
- **Public Arts Commission**
Tuesday, May 22, 2018, 5:30 p.m. (City Hall)
- **View Assessment Commission**
Tuesday, May 15, 2018, 6:00 p.m. (Council Chambers)



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: April 25, 2018
ORIGINATING DEPT: Finance
SUBJECT: Register of Demands

BACKGROUND:

Section 3.04.020 of the Solana Beach Municipal Code requires that the City Council ratify a register of demands which represents all financial demands made upon the City for the applicable period.

Register of Demands- 03/24/18 through 04/06/18		
Check Register-Disbursement Fund (Attachment 1)		\$ 636,066.94
Net Payroll	April 6, 2018	145,741.76
Federal & State Taxes	April 6, 2018	34,030.67
PERS Retirement (EFT)	April 6, 2018	40,695.23
		<hr/>
TOTAL		\$ <u>856,534.60</u>

DISCUSSION:

Staff certifies that the register of demands has been reviewed for accuracy, that funds are available to pay the above demands, and that the demands comply with the adopted budget.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The register of demands for March 24, 2018 through April 6, 2018 reflects total expenditures of \$856,534.60 from various City funding sources.

WORK PLAN:

N/A

CITY COUNCIL ACTION: _____ _____

OPTIONS:


- Ratify the register of demands.
- Do not ratify and provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council ratify the above register of demands.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Check Register – Disbursement Fund

PENTAMATION
 DATE: 04/09/2018
 TIME: 08:33:01

CITY OF SOLANA BEACH, CA
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 1
 ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20180324 00:00:00.000' and '20180406 00:00:00.000'
 ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
1011	92252	03/29/18	1135	AFFORDABLE PIPELINE SERV	50900007700	I-SEWER CLEANING	0.00	425.00
1011	92253	03/29/18	2137	AFLAC	001	MARCH 18	0.00	947.92
1011	92254	03/29/18	1122	APPLE ONE, INC	001500005150	TEMP HELP PE03/10	0.00	242.46
1011	92254	03/29/18	1122	APPLE ONE, INC	001500005150	TEMP HELP PE 03/17	0.00	457.98
1011	92254	03/29/18	1122	APPLE ONE, INC	001500005150	TEMP HELP PE03/03	0.00	942.90
1011	92254	03/29/18	1122	APPLE ONE, INC	001500005150	TEMP HELP PE03/10	0.00	969.84
1011	92254	03/29/18	1122	APPLE ONE, INC	001500005150	TEMP HELP PE 03/17	0.00	1,185.36
1011	92254	03/29/18	1122	APPLE ONE, INC	001500005150		0.00	3,798.54
TOTAL CHECK								
1011	92259	03/29/18	1914	US BANK	001650006530	FLASHERS RETURN	0.00	-85.34
1011	92259	03/29/18	1914	US BANK	001500005150	COMPUTER MOUSE RTN	0.00	-36.62
1011	92259	03/29/18	1914	US BANK	001500005150	RECORDED DOCUMENTS	0.00	0.95
1011	92259	03/29/18	1914	US BANK	00160006170	EMT RENEWAL-SHOOK	0.00	2.50
1011	92259	03/29/18	1914	US BANK	00160006170	BRUSH	0.00	4.81
1011	92259	03/29/18	1914	US BANK	001500005150	LETTER OPENER	0.00	6.24
1011	92259	03/29/18	1914	US BANK	00160006120	DETERGENT	0.00	8.07
1011	92259	03/29/18	1914	US BANK	001500005400	DCC PANEL THANK YOU	0.00	9.76
1011	92259	03/29/18	1914	US BANK	00150005200	CLOSED SESSION-2/14	0.00	14.25
1011	92259	03/29/18	1914	US BANK	00150005200	CLOSED SESSION-2/14	0.00	14.25
1011	92259	03/29/18	1914	US BANK	001650006510	APWA LUNCH-GOLDBERG	0.00	15.00
1011	92259	03/29/18	1914	US BANK	001500005400	DCC PANEL THANK YOU	0.00	15.00
1011	92259	03/29/18	1914	US BANK	001500005200	LA TIMES SUB-MAR	0.00	15.96
1011	92259	03/29/18	1914	US BANK	001500005400	DCC PANEL THANK YOU	0.00	16.13
1011	92259	03/29/18	1914	US BANK	001500005150	MAGNETS	0.00	17.86
1011	92259	03/29/18	1914	US BANK	001500005300	BUS CARDS-KOSZEWNIK	0.00	18.29
1011	92259	03/29/18	1914	US BANK	001500005150	PENS/LETTER OPENERS	0.00	20.56
1011	92259	03/29/18	1914	US BANK	00160006170	ACETONE/EPOXY	0.00	20.76
1011	92259	03/29/18	1914	US BANK	00160006120	BBQ/GRILL COVERS	0.00	21.41
1011	92259	03/29/18	1914	US BANK	001500005100	COUNCIL SUPPLIES	0.00	27.16
1011	92259	03/29/18	1914	US BANK	00160006120	BTRY/ADHESVE-STN RPR	0.00	27.41
1011	92259	03/29/18	1914	US BANK	001500005400	EE APPRECIATION	0.00	29.97
1011	92259	03/29/18	1914	US BANK	001650006530	SPRAY TIPS	0.00	30.16
1011	92259	03/29/18	1914	US BANK	00160006170	MED RSP CRSE-URUBURU	0.00	35.00
1011	92259	03/29/18	1914	US BANK	00160006170	MED RSP CRSE-MCPHEE	0.00	35.00
1011	92259	03/29/18	1914	US BANK	001650006560	LCCC FOUNTAIN PUMP	0.00	38.77
1011	92259	03/29/18	1914	US BANK	00160006120	BROOMS	0.00	39.74
1011	92259	03/29/18	1914	US BANK	50900007700	MSA MTG-KERR/SMMK	0.00	40.00
1011	92259	03/29/18	1914	US BANK	001500005400	DCC PANEL THANK YOU	0.00	47.31
1011	92259	03/29/18	1914	US BANK	001500005150	PENS/TISSUE/WIPES	0.00	54.18
1011	92259	03/29/18	1914	US BANK	001500005150	ORGANIZERS	0.00	61.95
1011	92259	03/29/18	1914	US BANK	001500005150	ORGANIZER	0.00	62.64
1011	92259	03/29/18	1914	US BANK	001	ICMA DINNER-WADE-1/31	0.00	65.00
1011	92259	03/29/18	1914	US BANK	001500005450	CONSTANT CONTACT-JAN	0.00	65.00
1011	92259	03/29/18	1914	US BANK	001500005200	CLIMATE SUMMIT-KING	0.00	65.00
1011	92259	03/29/18	1914	US BANK	001500005150	CLIP BOARDS	0.00	67.33
1011	92259	03/29/18	1914	US BANK	001650006570	PAINT - FCCC	0.00	69.40
1011	92259	03/29/18	1914	US BANK	001500005200	NEGOTIATION WEBINAR	0.00	70.00
1011	92259	03/29/18	1914	US BANK	001500005150	COUNCIL CUPS	0.00	73.74
1011	92259	03/29/18	1914	US BANK	00160006170	CRISIS COMMUN-SHOOK	0.00	77.00
1011	92259	03/29/18	1914	US BANK	001500005450	RAM	0.00	84.00

PENTAMATION
 DATE: 04/09/2018
 TIME: 08:33:01

CITY OF SOLANA BEACH, CA
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 2
 ACCTPA21

SELECTION CRITERIA: transact_ck_date between '20180324 00:00:00.000' and '20180406 00:00:00.000'
 ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
1011	92259	03/29/18	1914	US BANK	001500005150	PENS/LABELS/STPL RMVR	0.00	88.56
1011	92259	03/29/18	1914	US BANK	001500005150	TAPE/SCSRS/BND CLIPS	0.00	89.70
1011	92259	03/29/18	1914	US BANK	00160006170	HOTSCHEDULES-FEB	0.00	90.00
1011	92259	03/29/18	1914	US BANK	25055005570	EGG HUNT-BNNY COSTUME	0.00	95.90
1011	92259	03/29/18	1914	US BANK	001500005200	NCTD LUNCH MTG-1/26	0.00	98.11
1011	92259	03/29/18	1914	US BANK	001500005100	CLOSED SESSION-2/14	0.00	106.20
1011	92259	03/29/18	1914	US BANK	001500005400	INTERVIEW PANEL LUNCH	0.00	110.85
1011	92259	03/29/18	1914	US BANK	001500005150	3 COMPUTER MUSES	0.00	116.01
1011	92259	03/29/18	1914	US BANK	001500005450	KEYBOARD AND MOUSE	0.00	119.89
1011	92259	03/29/18	1914	US BANK	001500005150	DOC HOLDER	0.00	122.82
1011	92259	03/29/18	1914	US BANK	00160006120	TSHIRTS-FIRE	0.00	123.00
1011	92259	03/29/18	1914	US BANK	001500005150	GAVEL-MARSHALL	0.00	126.00
1011	92259	03/29/18	1914	US BANK	00165006560	TOT LOT PAINT	0.00	131.36
1011	92259	03/29/18	1914	US BANK	00165006560	BLOWER	0.00	134.59
1011	92259	03/29/18	1914	US BANK	001500005350	COFFEE MAKER-BREAK RM	0.00	136.32
1011	92259	03/29/18	1914	US BANK	00160006120	CLEANER	0.00	147.00
1011	92259	03/29/18	1914	US BANK	001500005450	3 YR DOMAIN RENEWAL	0.00	149.00
1011	92259	03/29/18	1914	US BANK	001	DIFF PPL-T WADE-4/11	0.00	151.33
1011	92259	03/29/18	1914	US BANK	001500005150	MUNI CODE BINDERS	0.00	156.80
1011	92259	03/29/18	1914	US BANK	25055005570	EGG HUNT SUPPLIES	0.00	175.00
1011	92259	03/29/18	1914	US BANK	00160006170	EMT RENEWAL-SHOOK	0.00	180.00
1011	92259	03/29/18	1914	US BANK	00160006120	FORD F150 REPAIRS	0.00	193.95
1011	92259	03/29/18	1914	US BANK	001500005150	FILE ROOM LAMP	0.00	239.88
1011	92259	03/29/18	1914	US BANK	001500005450	INDESIGN-1 MEMBERSHIP	0.00	245.44
1011	92259	03/29/18	1914	US BANK	00160006170	MEDICAL SUPPLIES	0.00	249.00
1011	92259	03/29/18	1914	US BANK	00165006510	WEBINAR-TRFFC CALMING	0.00	252.59
1011	92259	03/29/18	1914	US BANK	001	PARMA-KOSZEWNIK-HOTEL	0.00	265.00
1011	92259	03/29/18	1914	US BANK	001500005150	DVD ARCHIVE-1/23	0.00	298.90
1011	92259	03/29/18	1914	US BANK	00160006120	CLNR/TWLS/TRSH BAGS	0.00	365.40
1011	92259	03/29/18	1914	US BANK	001500005150	INK/SEALER MAIL MCHN	0.00	370.00
1011	92259	03/29/18	1914	US BANK	001	ENERGY SYMP-KING/WADE	0.00	398.42
1011	92259	03/29/18	1914	US BANK	001500005150	VINTAGE PICTURE FRAMED	0.00	436.39
1011	92259	03/29/18	1914	US BANK	00160006120	FORD F150 REPAIRS	0.00	479.71
1011	92259	03/29/18	1914	US BANK	45999055550	CCA WRKSHF FOOD	0.00	485.00
1011	92259	03/29/18	1914	US BANK	001	FIRHOUSE WRLD-STYERS	0.00	485.00
1011	92259	03/29/18	1914	US BANK	001	FIRHOUSE WRLD-CANNON	0.00	485.00
1011	92259	03/29/18	1914	US BANK	001	FIRHOUSE WRLD-HOGAN	0.00	485.00
1011	92259	03/29/18	1914	US BANK	001	FIRHOUSE WRLD-WRIGHT	0.00	485.00
1011	92259	03/29/18	1914	US BANK	00160006120	GRILL	0.00	530.45
1011	92259	03/29/18	1914	US BANK	001500005150	ELECTRONIC TIME STAMP	0.00	606.00
1011	92259	03/29/18	1914	US BANK	135500005450	3 PRINTERS-FRONT CNTR	0.00	655.80
1011	92259	03/29/18	1914	US BANK	001	WADE-HOTEL-1/30-2/2	0.00	881.63
1011	92259	03/29/18	1914	US BANK	001500005450	STORAGE MAINT	0.00	1,179.87
1011	92259	03/29/18	1914	US BANK	001500005450	HOSTING DOMAINS-FEB	0.00	9.95
1011	92259	03/29/18	1914	US BANK	00165006530	PWI WATER	0.00	10.38
1011	92259	03/29/18	1914	US BANK	00160006170	EPOXY/GLUE	0.00	10.65
1011	92259	03/29/18	1914	US BANK	001500005150	RECORDED DOCUMENTS	0.00	13.60
TOTAL CHECK							0.00	13,681.75
1011	92260	03/29/18	101	CAMEO PAPER & JANITORIAL	00160006170	TOWELS	0.00	58.79
1011	92261	03/29/18	1561	CDW GOVERNMENT INC	001500005450	ANTIVIRUS LICENSES	0.00	274.60

PENTAMATION
 DATE: 04/09/2018
 TIME: 08:33:01

CITY OF SOLANA BEACH, CA
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 3
 ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20180324 00:00:00.000' and '20180406 00:00:00.000'
 ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
1011	92262	03/29/18	CITY OF DEL MAR	00150005450	IT MAINT SUPPORT-FEB	0.00	1,800.00
1011	92263	03/29/18	CODE PUBLISHING COMPANY	00150005150	MUNI CODE UPDT-02/26	0.00	242.50
1011	92264	03/29/18	CORODATA RECORDS MANAGEM	00150005150	RECORDS STRG-FEB	0.00	305.19
1011	92264	03/29/18	CORODATA RECORDS MANAGEM	00150005150	REC DESTRUCTION-FEB	0.00	71.25
	TOTAL CHECK					0.00	376.44
1011	92265	03/29/18	COX COMMUNICATIONS INC	00150005450	TV BRDCAST 03/10-4/09	0.00	1,167.15
1011	92266	03/29/18	DATATICKET INC.	00160006140	PRKNG TCKT ADMIN-FEB	0.00	1,552.17
1011	92267	03/29/18	COUNTY OF SAN DIEGO	00160006140	PRKNG CITE ADMIN-FEB	0.00	4,961.00
1011	92268	03/29/18	DIXIELINE LUMBER CO INC	00165006570	DRILL BIT/CABLE/STPLS	0.00	75.94
1011	92268	03/29/18	DIXIELINE LUMBER CO INC	00165006570	CORNER BRACE	0.00	8.32
1011	92268	03/29/18	DIXIELINE LUMBER CO INC	00165006530	SWTICH/BLADE	0.00	10.99
1011	92268	03/29/18	DIXIELINE LUMBER CO INC	00165006530	TRSH BAGS/CHAMOIS	0.00	52.31
1011	92268	03/29/18	DIXIELINE LUMBER CO INC	00165006570	PIPE/ADAPTER/PANEL	0.00	67.37
	TOTAL CHECK					0.00	214.93
1011	92269	03/29/18	ESGIL CORPORATION	00155005560	BLDG PRMT 02/05-02/09	0.00	2,623.91
1011	92269	03/29/18	ESGIL CORPORATION	00155005560	BLDG PRMT 02/19-02/23	0.00	7,894.13
1011	92269	03/29/18	ESGIL CORPORATION	00160006120	FIRE PRMT 02/05-02/09	0.00	273.48
1011	92269	03/29/18	ESGIL CORPORATION	00160006120	FIRE PRMT 02/19-02/23	0.00	855.99
	TOTAL CHECK					0.00	11,647.51
1011	92270	03/29/18	H. G. FENTON COMPANY	001	RFND:1714.29/SOL HGHL	0.00	500.00
1011	92271	03/29/18	HARRIS & ASSOC. INC.	21355005550	1714.08 101/DAHL EIR	0.00	13,190.00
1011	92272	03/29/18	HOGAN LAW APC	21355005550	1714.29 SOL HGHLD-FEB	0.00	5,005.00
1011	92273	03/29/18	ICMA MEMBERSHIP RENEWALS	00150005200	WADE-MEMBERSHIP 2018	0.00	1,400.00
1011	92274	03/29/18	JOSEPH D KRUPP	001	RLS SBGR#334/460 S NA	0.00	19,147.00
1011	92275	03/29/18	KIMIA OTHICK	001	RFND-3/11/18-FCCC	0.00	500.00
1011	92276	03/29/18	LEE'S LOCK & SAFE INC	00165006570	REPR/HRDWR LOCKS-CH	0.00	108.00
1011	92277	03/29/18	LEGAL SHIELD CORP	001	PPD LEGAL-MAR 18	0.00	90.65
1011	92278	03/29/18	LIEBERT CASSIDY INC	00150005250	FLSA REG RATE AUDIT	0.00	16,628.15
1011	92279	03/29/18	MEDICAL EYE SERVICES	00150005400	ROUNDING MARCH 18	0.00	-0.22
1011	92279	03/29/18	MEDICAL EYE SERVICES	001	EE# MARCH 18	0.00	40.66
1011	92279	03/29/18	MEDICAL EYE SERVICES	001	VISLOW MARCH 18	0.00	432.52
	TOTAL CHECK					0.00	472.96
1011	92280	03/29/18	MISSION LINEN & UNIFORM	21100007600	LAUNDRY-PUB WORKS	0.00	1.81

PENTAMATION
 DATE: 04/09/2018
 TIME: 08:33:01

CITY OF SOLANA BEACH, CA
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 4
 ACCTPA21

SELECTION CRITERIA: transact_ck_date between '20180324 00:00:00.000' and '20180406 00:00:00.000'
 ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	92280	03/29/18	111	MISSION LINEN & UNIFORM	50900007700	LAUNDRY-PUB WORKS	0.00	7.25
1011	92280	03/29/18	111	MISSION LINEN & UNIFORM	00165006520	LAUNDRY-PUB WORKS	0.00	8.16
1011	92280	03/29/18	111	MISSION LINEN & UNIFORM	00165006560	LAUNDRY-PUB WORKS	0.00	8.16
1011	92280	03/29/18	111	MISSION LINEN & UNIFORM	00165006530	LAUNDRY-PUB WORKS	0.00	14.50
	TOTAL CHECK						0.00	39.88
1011	92281	03/29/18	5391	NIELSEN MERKSAMER	00150005250	PROF SVC-MAR	0.00	5,250.00
1011	92282	03/29/18	341	PACIFIC SAFETY CENTER	00165006510	BORROMEO-TCFS TRAIN	0.00	125.00
1011	92283	03/29/18	5354	PILLSBURY WINTHROP SHAW	00150005250	PROF SVC-DEC	0.00	6,732.00
1011	92284	03/29/18	1087	PREFERRED BENEFIT INS AD	00150005400	ROUNDING MARCH 18	0.00	-0.07
1011	92284	03/29/18	1087	PREFERRED BENEFIT INS AD	001	DENTAL MARCH 18	0.00	2,832.50
1011	92284	03/29/18	1087	PREFERRED BENEFIT INS AD	001	EE# . COBRA MARCH 18	0.00	45.00
1011	92284	03/29/18	1087	PREFERRED BENEFIT INS AD	001	EE# . COBRA MARCH 18	0.00	139.60
1011	92284	03/29/18	1087	PREFERRED BENEFIT INS AD	001	EE# . COBRA ADJUST	0.00	424.50
1011	92284	03/29/18	1087	PREFERRED BENEFIT INS AD	001	EE# COBRA MARCH 18	0.00	-90.00
	TOTAL CHECK						0.00	3,351.53
1011	92285	03/29/18	141	SANTA FE IRRIGATION DIST	00165006560	005506015 0116-031518	0.00	136.32
1011	92285	03/29/18	141	SANTA FE IRRIGATION DIST	00165006560	005506016 0116-031518	0.00	309.90
1011	92285	03/29/18	141	SANTA FE IRRIGATION DIST	00165006560	005979003 0116-031518	0.00	263.83
1011	92285	03/29/18	141	SANTA FE IRRIGATION DIST	20375007510	005979004 0116-031518	0.00	152.10
1011	92285	03/29/18	141	SANTA FE IRRIGATION DIST	20375007510	007732000 0116-031518	0.00	159.42
	TOTAL CHECK						0.00	1,021.57
1011	92286	03/29/18	169	SDG&E CO INC	00165006540	UTILITIES 01/31-03/08	0.00	445.47
1011	92286	03/29/18	169	SDG&E CO INC	00165006530	UTILITIES 01/31-03/08	0.00	458.53
1011	92286	03/29/18	169	SDG&E CO INC	00165006540	UTILITIES 02/04-03/08	0.00	977.20
1011	92286	03/29/18	169	SDG&E CO INC	00165006530	UTILITIES 02/04-03/08	0.00	1,066.93
1011	92286	03/29/18	169	SDG&E CO INC	00165006570	UTILITIES 01/31-03/08	0.00	1,427.25
1011	92286	03/29/18	169	SDG&E CO INC	20375007510	UTILITIES 02/04-03/08	0.00	2,144.89
1011	92286	03/29/18	169	SDG&E CO INC	00165006570	UTILITIES 02/04-03/08	0.00	4,962.57
1011	92286	03/29/18	169	SDG&E CO INC	21100007600	UTILITIES 01/31-03/08	0.00	6,622.11
	TOTAL CHECK						0.00	18,104.95
1011	92287	03/29/18	1073	SEASIDE HEATING & AIR CO	00165006570	REPAIR SRVC/RESET-CH	0.00	105.00
1011	92288	03/29/18	153	SHELL FLEET MANAGEMENT	00160006120	CR EXEMPT TAX-FEB	0.00	-109.79
1011	92288	03/29/18	153	SHELL FLEET MANAGEMENT	00160006120	AUTO FUEL-FEB	0.00	1,493.86
	TOTAL CHECK						0.00	1,384.07
1011	92289	03/29/18	13	SOLANA BEACH FIREFIGHTER	001	FY11/14 OUTSTND DUES	0.00	2,517.00
1011	92290	03/29/18	4465	SUN LIFE FINANCIAL	001	MAR 18 LTD	0.00	1,297.32
1011	92290	03/29/18	4465	SUN LIFE FINANCIAL	001	MAR 18 LIFE & ADD INS	0.00	1,017.65
1011	92290	03/29/18	4465	SUN LIFE FINANCIAL	001	MAR 18 SUPP LIFE INS	0.00	267.10
	TOTAL CHECK						0.00	2,582.07
1011	92291	03/29/18	4959	TELECOM LAW FIRM	21355005550	1717.15/201 LOMAS SNTA	0.00	1,320.00

PENNYMATION
 DATE: 04/09/2018
 TIME: 08:33:01

CITY OF SOLANA BEACH, CA
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 5
 ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20180324 00:00:00.000' and '20180406 00:00:00.000'
 ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
1011	92292	03/29/18	2097	UT SAN DIEGO - NRTH COUN	00155005550	ORD 482-SBC 17.60.200	0.00	77.87
1011	92293	03/29/18	4933	GREGORY WADE	001	WADE-CITY MNGR-1/30	0.00	-1,596.63
1011	92293	03/29/18	4933	GREGORY WADE	00150005200	WADE-CITY MNGR-1/30	0.00	1,686.16
TOTAL CHECK								
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00170007110	AUTO FUEL 03/03-04/02	0.00	56.84
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00165006560	AUTO FUEL 03/03-04/02	0.00	63.49
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00165006570	AUTO FUEL 03/03-04/02	0.00	105.81
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00165006510	AUTO FUEL 03/03-04/02	0.00	116.40
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	50900007700	AUTO FUEL 03/03-04/02	0.00	126.99
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00160006120	AUTO FUEL 03/03-04/02	0.00	146.07
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00165006530	AUTO FUEL 03/03-04/02	0.00	306.88
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00165006520	AUTO FUEL 03/03-04/02	0.00	338.61
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00160006140	AUTO FUEL 03/03-04/02	0.00	342.63
1011	92294	04/05/18	3704	ARCO GASPRO PLUS	00160006170	AUTO FUEL 03/03-04/02	0.00	530.20
TOTAL CHECK								
1011	92295	04/05/18	4832	AT&T CALNET 3	50900007700	9391012277 02/24-3/23	0.00	13.07
1011	92295	04/05/18	4832	AT&T CALNET 3	00165006540	9391012279 02/24-3/23	0.00	42.95
TOTAL CHECK								
1011	92296	04/05/18	1120	BAKER IRON WORKS INC	00160006170	RPR HELIARC PROP GRD	0.00	50.00
1011	92297	04/05/18	5051	CINTAS CORPORATION NO. 2	00165006570	FIRST AID SUPPLIES-CH	0.00	66.13
1011	92298	04/05/18	310	CITY OF ENCINITAS	50900007700	FY17/18 SEWER CHARGE	0.00	57,086.18
1011	92298	04/05/18	310	CITY OF ENCINITAS	50900007700	FY 17 SWR CREDIT	0.00	-2,434.45
TOTAL CHECK								
1011	92299	04/05/18	422	CITY OF SAN DIEGO, CITY	00160006120	AED SRVS 03/17-02/19	0.00	200.00
1011	92300	04/05/18	211	CONSOLIDATED ELECTRICAL	00165006560	120V PHOTOCCEL BULBS	0.00	54.95
1011	92301	04/05/18	3902	CORODATA RECORDS MANAGEM	00150005150	RECORDS STRG-JAN	0.00	320.92
1011	92302	04/05/18	91	COUNTY OF SAN DIEGO	00160006130	Q4 ANIMAL CNTRL SVC	0.00	20,695.75
1011	92303	04/05/18	1964	CSAC EXCESS INSURANCE AU	00150005400	FY17/18 EAP APR-JUN	0.00	361.35
1011	92304	04/05/18	134	DIXIELINE LUMBER CO INC	00165006570	PRIME CAM LOCK	0.00	5.81
1011	92304	04/05/18	134	DIXIELINE LUMBER CO INC	00165006560	TWST LOCK PHOTO CELL	0.00	10.66
1011	92304	04/05/18	134	DIXIELINE LUMBER CO INC	00165006570	2-WAY VENT	0.00	12.26
1011	92304	04/05/18	134	DIXIELINE LUMBER CO INC	00165006570	VINYL WALL BASE	0.00	20.07
1011	92304	04/05/18	134	DIXIELINE LUMBER CO INC	00165006570	SCRW DRVR/WALL TXTR	0.00	38.01
TOTAL CHECK								
1011	92305	04/05/18	94	ESGIL CORPORATION	00155005560	BLDG PRMT 03/19-03/23	0.00	4,212.89
1011	92305	04/05/18	94	ESGIL CORPORATION	00155005560	BLDG PRMT 03/05-03/09	0.00	4,639.79
1011	92305	04/05/18	94	ESGIL CORPORATION	00155005560	BLDG PRMT 02/12-02/16	0.00	14,853.41
1011	92305	04/05/18	94	ESGIL CORPORATION	00160006120	FIRE PRMT 03/05-03/09	0.00	438.87
1011	92305	04/05/18	94	ESGIL CORPORATION	00160006120	FIRE PRMT 03/19-03/23	0.00	707.35

CITY OF SOLANA BEACH, CA
CHECK REGISTER - DISBURSEMENT FUND

PENTAMATION
DATE: 04/09/2018
TIME: 08:33:01

SELECTION CRITERIA: transact.ck_date between '20180324 00:00:00.000' and '20180406 00:00:00.000'
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
1011	92305	04/05/18	94	ESGIL CORPORATION	00160006120	FIRE PRMT 02/12-02/16	0.00	6,148.16
TOTAL CHECK								
1011	92306	04/05/18	223	FEDEX	00150005150	SHIPPING-03/02 & 03/5	0.00	155.45
1011	92307	04/05/18	1246	THE HOME DEPOT	00160006120	LUMBER/DELIVERY	0.00	1,654.80
1011	92308	04/05/18	11	ICMA RETIREMENT TRUST-45 001		ICMA PD 04/06/18	0.00	9,115.06
1011	92309	04/05/18	3859	ICMA RETIREMENT TRUST-RH 001		ICMA PD 04/06/18	0.00	2,045.27
1011	92310	04/05/18	5398	KRONICK, MOSKOVITZ, TIED 50900007700		COI 2017 WW BOND	0.00	68.60
1011	92310	04/05/18	5398	KRONICK, MOSKOVITZ, TIED 50900007700		COI 2017 WW BOND	0.00	577.77
TOTAL CHECK								
1011	92311	04/05/18	4187	KRONOS	00160006120	TELESTAFF-APR18-MAR19	0.00	836.47
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	52.50
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	87.50
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	192.50
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	280.00
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	280.00
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	507.50
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	542.50
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	1,081.70
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	4,637.50
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	00150005250	PROF SERV PE 01/31/18	0.00	5,500.00
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	65278007810	PROF SERV PE 11/30/17	0.00	34.40
1011	92312	04/05/18	1130	MCDUGAL LOVE ECKIS SMIT	26399465580	SA PROF SVC PE 01/31	0.00	175.00
TOTAL CHECK								
1011	92313	04/05/18	2106	MIKHAIL OGAWA ENGINEERIN	00165006520	JURMP-FEB	0.00	325.00
1011	92313	04/05/18	2106	MIKHAIL OGAWA ENGINEERIN	00165006520	JURMP-FEB	0.00	5,145.10
TOTAL CHECK								
1011	92314	04/05/18	5395	MIRACLE RECREATION EQUIP	00165006560	PLAYGROUND EQUIPMENT	0.00	2,488.94
1011	92315	04/05/18	111	MISSION LINEN & UNIFORM	21100007600	LAUNDRY-PUB WORKS	0.00	1.81
1011	92315	04/05/18	111	MISSION LINEN & UNIFORM	50900007700	LAUNDRY-PUB WORKS	0.00	7.25
1011	92315	04/05/18	111	MISSION LINEN & UNIFORM	00165006520	LAUNDRY-PUB WORKS	0.00	8.16
1011	92315	04/05/18	111	MISSION LINEN & UNIFORM	00165006560	LAUNDRY-PUB WORKS	0.00	8.16
1011	92315	04/05/18	111	MISSION LINEN & UNIFORM	00165006530	LAUNDRY-PUB WORKS	0.00	14.50
TOTAL CHECK								
1011	92316	04/05/18	4522	NISSHO OF CALIFORNIA	00165006560	REPLC SOLENOID-LC	0.00	176.02
1011	92316	04/05/18	4522	NISSHO OF CALIFORNIA	00165006560	RPR MAINLIN/HERT MUSE	0.00	294.85
TOTAL CHECK								
1011	92317	04/05/18	1826	NORTH COUNTY TPANSIT DIS	50900007700	SLOPE EMBNK-FEB 17/18	0.00	283.65
1011	92318	04/05/18	50	OFFICE DEPOT INC	00155005560	CARD STOCK	0.00	8.36

PENTAMATION
 DATE: 04/09/2018
 TIME: 08:33:01

CITY OF SOLANA BEACH, CA
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 7
 ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20180324 00:00:00.000' and '20180406 00:00:00.000'
 ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
1011	92318	04/05/18 50	OFFICE DEPOT INC	00155005550	JOURNAL	0.00	14.75
TOTAL CHECK						0.00	23.11
1011	92319	04/05/18 54	1 STOP TONER & INKJET, L	00155005560	COLOR TONER-PLANNING	0.00	813.46
1011	92320	04/05/18 4767	PARTNERSHIPS WITH INDUST	00165006570	TRASH ABTMMT PE03/15	0.00	1,272.27
1011	92321	04/05/18 1112	RANCHO SANTA FE SECURITY	00165006560	RESTRM LCK/UNLOCK-MAR	0.00	515.00
1011	92321	04/05/18 1112	RANCHO SANTA FE SECURITY	00165006560	ALARM MONITORING-MAR	0.00	174.50
TOTAL CHECK						0.00	689.50
1011	92322	04/05/18 257	SAN DIEGO COUNTY SHERIFF	21960006110	LAW ENFORCEMENT-FEB	0.00	8,333.28
1011	92322	04/05/18 257	SAN DIEGO COUNTY SHERIFF	00160006110	LAW ENFORCEMENT-FEB	0.00	320,197.72
TOTAL CHECK						0.00	328,531.00
1011	92323	04/05/18 156	SHARP REES-STEALY MEDICA	00150005400	PRE EMPLOYMNT SCREEN	0.00	52.00
1011	92324	04/05/18 4281	SIEMENS INDUSTRY, INC	21100007600	ST LIGHT REPAIR-MAR	0.00	715.00
1011	92324	04/05/18 4281	SIEMENS INDUSTRY, INC	21100007600	ST LIGHT REPAIR-MAR	0.00	715.00
1011	92324	04/05/18 4281	SIEMENS INDUSTRY, INC	00165006530	FIXTURE SHIELDS	0.00	384.00
TOTAL CHECK						0.00	1,814.00
1011	92325	04/05/18 5397	NATIONAL BANNER CORPORAT	00160006120	BANNERS/INSTLLTN-FD	0.00	397.40
1011	92326	04/05/18 13	SOLANA BEACH FIREFIGHTER	001	FD DUES PD 04/06/18	0.00	823.50
1011	92327	04/05/18 4840	STC TRAFFIC, INC	45993826510	9382.01 LSF CORR-II	0.00	487.50
1011	92327	04/05/18 4840	STC TRAFFIC, INC	45993826510	9382.01 LSF CORRIDOR	0.00	2,495.00
TOTAL CHECK						0.00	2,982.50
1011	92328	04/05/18 4959	TELECOM LAW FIRM	21355005550	1717.15/201 LOMAS SNT	0.00	328.00
1011	92328	04/05/18 4959	TELECOM LAW FIRM	21355005550	1717.46/200 MARINE VLE	0.00	2,556.00
1011	92328	04/05/18 4959	TELECOM LAW FIRM	21355005550	1717.15/201 LOMAS SNTA	0.00	1,577.00
TOTAL CHECK						0.00	4,461.00
1011	92329	04/05/18 2759	TRISTAR RISK MANAGEMENT	12550005465	FY18 CLAIMS SRVC-Q4	0.00	6,250.00
1011	92330	04/05/18 3980	TURNOUT MAINTENANCE COMP	00160006120	TRNOUT CLN/RPLC-CANNO	0.00	113.50
1011	92331	04/05/18 12	UNITED WAY OF SAN DIEGO	001	UNITED WAY 04/06/18	0.00	40.00
1011	92332	04/05/18 2097	UT SAN DIEGO - NRTH COUN	00155005550	PUB HRNG 1717.27 CUP	0.00	141.91
1011	92333	04/05/18 5396	VIDEO VOICE DATA COMMUNI	001	RFND BC#8509-DBL PAID	0.00	110.00
1011	92334	04/05/18 3723	WAGEWORKS	00150005400	FSA ADMIN-MAR	0.00	107.75
TOTAL CASH ACCOUNT						0.00	636,066.94
TOTAL FUND						0.00	636,066.94
TOTAL REPORT						0.00	636,066.94



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: April 25, 2018
ORIGINATING DEPT: Finance
SUBJECT: **Report on Changes Made to the General Fund Adopted Budget for Fiscal Year 2017-2018**

BACKGROUND:

Staff provides a report at each Council meeting that lists changes made to the current Fiscal Year (FY) General Fund Adopted Budget.

The information provided in this Staff Report lists the changes made through April 11, 2018.

DISCUSSION:

The following table reports the revenue, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 14, 2017 (Resolution 2017-095) and 2) any resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES					
As of April 11, 2018					
Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
Reso 2017-195	Adopted Budget	17,611,600	(16,932,700)	(372,400) (1)	\$ 306,500
Reso 2017-122	Marine Safety MOU	-	(11,340)	-	295,160
Reso 2017-123	Salary and Comp Plan	-	(75,500)	-	219,660
Reso 2017-126	Miscellaneous MOU	-	(53,600)	-	166,060
Reso 2018-015	Mid-Year Budget Adjustments	206,800	(205,400)	-	167,460
Reso 2018-018	FY18 Seasonal/Temporary Salary Schedule	-	(13,650)	-	153,810
	(1) Transfers to:				
	Debt Service for Public Facilities		152,400		
	City CIP Fund		220,000	372,400	

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA

COUNCIL ACTION:

FISCAL IMPACT:

N/A

WORK PLAN:

N/A

OPTIONS:

- Receive the report.
- Do not accept the report

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council receive the report listing changes made to the FY 2017-2018 General Fund Adopted Budget.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation



Gregory Wade, City Manager



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: April 25, 2018
ORIGINATING DEPT: Engineering Department
SUBJECT: **Consideration of Resolution No. 2018-038 Approving an Agreement for City-Wide Traffic Signal and Safety Lighting Maintenance, Repair and Installation, Authorizing an Extension of the Agreement up to Four Additional Years and Authorizing a One-Time Appropriation for Additional Repair Work**

BACKGROUND:

On May 22, 2013, the City Council approved and authorized the City Manager to enter into a Professional Services Agreement (PSA) for traffic signal and safety lighting maintenance and repair with Siemens Industry, Inc. As part of that PSA, four additional one-year extensions were authorized. The PSA and all authorized extensions of the agreement with Siemens Industry, Inc. (Siemens) expire on June 30, 2018.

Since all of the authorized extensions had been executed, Staff developed a Request for Proposals (RFP) to solicit proposals for the execution of a new PSA. On February 8, 2018, the RFP was posted on an electronic bid service, eBidboard.com. The RFP was viewed online by six firms but only one proposal was received.

This item is before the Council to consider the proposal received and to consider authorizing an agreement for one year with the option to extend the agreement for up to four additional one year terms.

DISCUSSION:

The agreement for maintenance of the City's Traffic Signals consists of two components:

- 1) On-going preventative scheduled traffic signal service.

CITY COUNCIL ACTION:

- 2) As needed traffic signal repairs such as replacement of bulbs, controllers and other traffic signal related miscellaneous items as scheduled by City Staff.

The only proposal received was from Siemens, the City's current maintenance contractor, in the amount of \$26,000. The proposal includes the cost for routine preventative maintenance as well as anticipated "as needed repairs" based on Staff's experience of annual maintenance and repair of the traffic signals at the 16 signalized intersections in the City as well as the pedestrian flashing beacons.

A second component of the RFP requested a cost estimate for various special projects. The work may be scheduled as funds are available throughout the life of the agreement and may include such projects as:

1. Replacement of all incandescent pedestrian lamps with countdown LED's
2. Replacement of all yellow and green incandescent lamps with LED's
3. Installation of battery back-up systems at locations which do not have back-up systems
4. Replacement of traffic signal heads
5. Replacement of illuminated street name sign fixtures
6. Replacement of controller cabinets with anodized aluminum cabinets
7. Other traffic signal related repair, replacement and maintenance items based on time and material

The current agreement with Siemens is in an amount not to exceed \$25,572 per year and expires June 30, 2018. Staff is recommending the Fiscal Year (FY) 2018/19 agreement be in an amount not to exceed \$26,000. Staff also requests that Council authorize the City Manager to enter an agreement with Siemens with an option for up to four additional years not to exceed the annual rate of \$26,000 plus an adjustment to the CPI each year at the City Manager's discretion and not to exceed an annual cap of 3%. If all four additional years of the agreement were to be executed and the CPI each year was 3%, the four-year total cost of the agreement extensions would not exceed \$112,038 for a total contract amount over the five years of \$138,038.

Included with the new PSA is a one-time expenditure for installing battery back-up systems at five intersections, converting all remaining pedestrian heads to include countdown timers at the Lomas Santa Fe/Stevens/Glencrest intersection, replacing the traffic signal heads at the Highway 101/Solana Vista Drive intersection and other traffic signal related miscellaneous items. The estimated cost for these improvements is \$60,000 and would be funded through a one-time appropriation of Gas Tax funds. This additional \$60,000 would not be included in the future year extensions. If additional work is identified throughout the life of this agreement, Staff will request Council's prior approval consistent with the City's purchasing ordinance.

CEQA COMPLIANCE STATEMENT:

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(c) of the State CEQA Guidelines.

FISCAL IMPACT:

The cost of maintenance of the City's traffic signals is paid from the Traffic Safety budget unit in the General Fund. A total of \$26,000 is proposed to be the contract amount for FY 2018/19 for the routine maintenance and as-needed repairs and the FY 2018/19 Adopted Budget has appropriated \$25,800. No adjustment is recommended at this time.

In addition, a one-time increase of \$60,000 would be included in the initial year of the agreement for traffic signal upgrades and paid for by Gas Tax Funds. The FY 2018/19 Adopted Budget needs to be amended to accommodate this increase and an appropriation is being recommended to the FY 2018/19 Adopted Budget.

WORK PLAN:

This project is not identified in the 2017/18 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with alternative amendments or modifications.
- Deny Staff recommendation and provide direction.

DEPARTMENT RECOMMENDATION:


Staff recommends that the City Council Adopt Resolution 2018-038:

1. Approving a one year Professional Services Agreement with Siemens Industries, Inc. in an amount not to exceed \$26,000 for Safety Lighting and Traffic Signal Maintenance, Repair and Installation, effective July 1, 2018.
2. Authorizing the City Manager to enter an agreement for up to four additional years at the City's option for a total amount not to exceed \$112,038, which includes an annual adjustment equal to the increase by the Consumer Price Index (CPI) at the City Manager's discretion and not to exceed an annual cap of 3%, as published by the Bureau of Labor Statistics for the United States Department of Labor, All Items, San Diego Area, 1982-84 = 100 as of the end of the calendar year preceding the increase.

3. Approving a one-time expenditure, in the amount of \$60,000, for traffic signal upgrades as part of the Professional Services Agreement with Siemens Industries, Inc.
4. Authorizing an appropriation of \$60,000 from the Gas Tax Fund into the Traffic Controllers CIP Budget for FY 2018/19.
5. Authorizing the City Treasurer to amend the FY 2018/19 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2018-038

RESOLUTION NO. 2018-038

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING AN AGREEMENT FOR CITY-WIDE TRAFFIC SIGNAL AND SAFETY LIGHTING MAINTENANCE, REPAIR AND INSTALLATION, AUTHORIZING AN EXTENSION OF THE AGREEMENT UP TO FOUR ADDITIONAL YEARS AND ONE-TIME APPROPRIATION FOR ADDITIONAL REPAIR WORK

WHEREAS, the current Professional Services Agreement (PSA) for traffic signal maintenance and repair expires on June 30, 2018; and

WHEREAS, since all of the authorized extensions had been executed, Staff developed a Request for Proposals (RFP) to solicit proposals for the execution of a new PSA; and

WHEREAS, The RFP was posted online and was viewed by six firms but only one proposal was received; and

WHEREAS, the proposal submitted by Siemens Industries, Inc. was received in an amount not to exceed \$26,000 and was within budget for the work; and

WHEREAS, the City, at the City's option, may renew the agreement with Siemens Industries, Inc., at the City's option, for up to four additional years not to exceed the annual rate of \$26,000 plus an optional adjustment to the CPI-W each year at the City Manager's discretion and not to exceed an annual cap of 3%. If all four additional years of the agreement were to be executed, the four-year total cost of the agreement extensions would not exceed \$112,038; and

WHEREAS, included with the new PSA is a one-time expenditure for installing battery back-up systems at five intersections, convert all remaining pedestrian heads to include countdown timers, replace the traffic signal heads at the highway 101/Solana Vista Drive intersection and other traffic signal related miscellaneous repairs. The estimated cost for these improvements is approximately \$60,000 and would be funded through a one-time appropriation of Gas Tax funds. This additional \$60,000 would not be included in the future year's extensions.

NOW THEREFORE, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.

2. That the City Council approves a one year Professional Services Agreement with Siemens Industries, Inc. in an amount not to exceed \$26,000 for Safety Lighting and Traffic Signal Maintenance, Repair and Installation, effective July 1, 2018.
3. That the City Council authorizes the City Manager to extend the agreement for up to four additional years at the City's option for a total amount not to exceed \$112,038, which includes an annual adjustment equal to the increase by the Consumer Price Index (CPI), at the City Manager's discretion and not to exceed an annual cap of 3%, as published by the Bureau of Labor Statistics for the United States Department of Labor, All Items, San Diego Area, 1982-84 = 100 as of the end of the calendar year preceding the increase.
4. Approving a one-time expenditure, in the amount of \$60,000, for traffic signal upgrades as part of the Professional Services Agreement with Siemens Industries, Inc.
5. That the City Council authorizes an appropriation of \$60,000 from the Gas Tax Fund into the Traffic Controllers CIP Budget.
6. That the City Council authorizes the City Treasurer to amend the Fiscal Year 2018/19 Adopted Budget accordingly.

PASSED AND ADOPTED this 25th day of April, 2018, at a regular meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSENT: Councilmembers –
ABSTAIN: Councilmembers –

David Zito, Deputy Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: April 25, 2018
ORIGINATING DEPT: City Manager's
SUBJECT: **Consideration of Resolution 2018-044 Authorizing the FY 2018-19 Community Grant Program and Revising Council Policy No. 14**

BACKGROUND:

On May 4, 2004, the City Council adopted Resolution No. 2004-68 approving Council Policy No. 14, establishing the Community Grant Program ("Grant Program") and Application Guidelines for the Grant Program. On September 27, 2006, the City Council amended the policy to specify grant monies are only intended to be provided to non-governmental organizations.

The Fiscal Year (FY) 2018-19 Adopted Budget has \$25,000 allocated for the Grant Program. Included in the \$25,000 allocation is \$10,000 in funding from EDCO as part of their Solid Waste Franchise Agreement with the City, specifically for the Grant Program.

This item is before City Council is to consider approving Resolution 2018- 044 (Attachment 1) authorizing the FY 2018-19 Community Grant Program for the City of Solana Beach.

DISCUSSION:

During the last Grant Program allocations by Council, Council directed Staff to revise the Grant Program timelines to coincide with the City's fiscal year for budgeting purposes. This will also avoid the situation that has occurred in the past during election years in which the sitting Council reviews the grant proposals and hears the grant applicant presentations, but a potentially new Council (or parts thereof) allocates the funding. To accomplish this, City Council Policy No. 14 (Attachment 2) must also be revised to change the dates to Council direction. The changes are to paragraphs 6) "Review and Award by City Council" and 7) "Final Report and Receipts".

The following is a list of key points for the implementation of the Grant Program for FY 2018-19:

CITY COUNCIL ACTION: _____

Application Criteria

Applications will be judged and selected based upon the following criteria:

1. The applicant is a non-profit 501(c)(3) or a recognized community-based organization serving the Solana Beach community.
2. Fair and justifiable program costs (budget required).
3. Collaboration/Partnerships.
4. Leveraging of matching funds/resources.
5. Originality and creativity. Priority will be given to projects or programs which are new and unique to the community or which provide a new or unique twist on an existing program.
6. Applicants must submit a financial conditions statement (Balance Sheet) as well as the applicant(s) revenue/expenditure statements and tax return statements for the prior operating year.
7. Completion of project between the grant award and May 31, 2019 (an exception to the May 31, 2019 completion date can be made with proof of good cause).

Grant Award Expenditures

Grants will be funded upon approval by the City Council. Expenses must be directly related to services or materials of the proposed activity during the grant award period (Date of Grant Approval through May 31, 2019). Grantees will be required to maintain records to support claimed expenditures and project accomplishments. Funds for the proposed project must not be used to replace or offset funding sources normally available for any portion of the project, nor be used by the applicant(s) to fund/supplement its own monetary contributions.

Grant Award Amounts

The City Council, at its own discretion, may modify the grant awards to qualified recipients based on qualifying criteria, number of qualified applications received, and purpose of request to meet policy areas as enumerated in the City Council's Work Plan to benefit the Solana Beach community.

Final Report and Receipts

Recipients will submit copies of paid receipts/invoices and a written report to the City Manager's Office to review the documents to ensure that funds were spent in compliance with the application. Applicant(s) will be required to reimburse the City of Solana Beach for any inappropriately expended funds or return any grant funds that were not spent.

Prior Financial Assistance

Information provided on the application will be used to review prior grant management and performance history. Significant non-compliance issues will be taken into consideration and may affect future funding decisions by the City Council.

Community Grant Program FY 2018-19 Key Dates:

May 1, 2018	Distribute Request for Proposals and issue press notification.
May 31, 2018	<u>Deadline for Request for Financial Assistance Applications.</u> City Manager will review each application and make recommendations based upon: <ol style="list-style-type: none">1) Completed application;2) Clear indication of the grant amount requested;3) Timely receipt of grant applications and attachments; and4) Benefit to Solana Beach and conformity with threshold criteria.
June 13, 2018	<u>First Council Review:</u> All eligible grant applications will be considered by the City Council. Review and public comment/presentations will be accepted.
June 27, 2018	<u>Final Council Review:</u> Council approves grant recipients and funding allocations. Following Council award, the City Manager will be directed to issue awards to recipients. Announcement of recipients will be made to the community via public notification.
May 1, 2019	Letter will be sent to FY 2018-19 recipients reminding them to submit their reports and copies of receipts by May 31, 2019.
May 31, 2019	All FY 2018-19 recipients must submit copies of paid receipts/invoices and a written report that includes the number of citizens served and outcome of grant funded activity. If no report and/or paid receipts/invoices are received, recipient will be required to immediately reimburse City of Solana Beach grant funds.
July, 2019	At the City Council Meeting in July 2019, the City Manager provides the Final Report for FY 2018-19 Grant Recipients to the City Council.

If a determination is made that funds were expended inappropriately, City Council will direct recipients to reimburse the City of Solana Beach for the designated amount of award.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The approved FY 2018-19 Budget contains fiscal appropriations in the amount of \$25,000 to be used to fund community grants. All fiscal appropriations are budgeted under the Mayor/City Council Fund 001-5000-5100-6532 – Contribution to Other Agencies.

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation
- Approve Staff recommendation with modifications
- Deny Staff recommendation

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council approve Resolution No. 2018-044 authorizing the FY 2018-19 Community Grant Program and approving the revised Policy No. 14.

CITY MANAGER RECOMMENDATION:

Approve Department Recommendation



Gregory Wade, City Manager

Attachments:

1. Resolution No. 2018-044
2. Revised Council Policy No. 14
3. FY 2018-19 Application Guidelines
4. FY 2018-19 Grant Application

RESOLUTION NO. 2018-044

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING AND AUTHORIZING THE COMMUNITY GRANT PROGRAM FOR FISCAL YEAR 2018-19 AND REVISING COUNCIL POLICY NO. 14.

WHEREAS, the Community Grant Program procedures and guidelines for funding consideration by the City Council was established and approved by Council Policy No. 14 on May 4, 2004; and

WHEREAS, Council Policy No. 14 specifies that funds are intended only for non-governmental agencies/community service organizations that seek financial assistance; and

WHEREAS, Council Policy No. 14 has been revised to include a different timeline as directed by the City Council; and

WHEREAS, the City Council has approved the allocation of \$25,000 for the purpose of funding the Community Grant Program in the FY 2018-19 City of Solana Beach Budget; and

WHEREAS, the City Council approves the solicitation and request for proposals for grant applications to be initiated on May 1, 2018 and the application period to close on May 31, 2018, at 5:00 p.m.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, does resolves as follows:

1. That the above recitations are true and correct.
2. That Policy No. 14 has been revised to include a different timeline as directed by the City Council.
3. That the annual solicitation of grant proposals from community service organizations who meet the grant program guidelines for the Community Grant Program and Council Policy No. 14 for the FY 2018-19 funds of \$25,000 are approved and authorized.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 25th day of April 2018, by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSTAIN: Councilmembers –
ABSENT: Councilmembers –

DAVID ZITO, Deputy Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

<p style="text-align: center;">CITY OF SOLANA BEACH COUNCIL POLICY</p>	<p>Policy No. 14</p> <p>Effective Date: July 1, 2004 REVISÉ February 23, 2005 REVISÉ September 14, 2005 REVISÉ September 27, 2006 PROPOSED REVISION April 25, 2018</p>
<p>Subject:</p> <p style="text-align: center;">ANNUAL COMMUNITY GRANT AWARD PROGRAM</p>	<p>Approved By:</p> <p style="text-align: center;">CITY COUNCIL</p>

POLICY STATEMENT

On May 4, 2004, the City Council authorized establishment of a policy by Resolution to establish a Community Grant Program for community service organizations. The community grant award program requires specific procedures for determining the following:

- 1) Announcement of Availability of Funds
- 2) Application Procedures and Deadlines
- 3) Threshold Qualifying Criteria
- 4) Financial Reporting and Disclosure
- 5) Review by City Manager
- 6) Review and Award by City Council
- 7) Final Report and Receipts

Any decision or amendments to this policy shall be made by the City Council by Resolution, and is final in regards to the community grant award process.

POLICY OBJECTIVE

For implementation of the City's Community Grant Program, City Council has approved an annual application and program guidelines to be administered by the City Manager as approved by the City Council under this policy. These guidelines establish procedure and guidelines for the City's Community Grant Program to ensure fair and equitable consideration of each applicant in meeting qualifying criteria for award.

The policy objective under this subject policy is two-fold:

- To establish a formal policy for the implementation of the City's Community Grant Program upon availability and Council adoption of financial resources incorporated into the new Fiscal Year General Fund Operating Budget, effective July 1st of each fiscal year period.
- To establish uniform administrative application guidelines and procedures

for City Council review and award to qualified applicants who meet the City's requirements as addressed under this policy.

Non-Profit 501(c)3, Charitable Organizations

Nonprofit organizations which have officially filed as a non-profit, charitable organization with the State of California and Internal Revenue Service, A 501(c)3 certification must attach a copy of its current year non-profit certification form along with Request for Financial Assistance Application, or, attach a California non-profit 501(c)3 Corporate Certification Number. For organizations that are "recognized" nonprofits within the community but have never formally filed with the State, the City Council at its discretion may consider their application. Note, any decision made by City Council is final in regards to the community grants process.

POLICY PROCEDURES

- 1). Announcement of Availability of Funds: A Request for Financial Assistance form will be made available to applicants at City Hall, public facilities, and other designated community locations by the City Manager. Announcement may consist of press release, advertisements, flyers, direct mailings, and any other effective public notification to ensure availability of program to the community.
- 2). Application Procedures and Deadlines: Applications shall be accepted by the City Manager's Office for a period of at least 30 days following announcement of availability of funds. Application deadlines once established and approved by the City Council must be adhered to provide sufficient review time for City Council review.
- 3). Threshold Qualifying Criteria: Request for Financial Assistance Applications are limited to secular non-governmental, nonprofit organizations serving the Solana Beach community. Excluded entities include the following: County of San Diego, Municipal Organizations, Special or Water Districts, church-affiliated organizations, school districts, schools (***but not their supporting organizations***) and private individuals. Applicants should have a State of California non-profit status certification or be a recognized Solana Beach "nonprofit" service, civic or youth organization.

Grant funds are only intended to be provided to non-governmental agencies.

- 4). Financial Reporting and Disclosure: Request for Financial Assistance Applications shall provide the following financial information with application to best represent the non-profit, 501(c)3 charitable organizations' need for financial assistance in securing a grant award. Accepted financial reports can consist of at least one of the following:

- IRS Tax Forms for the Current or Preceding Tax Year
 - Annual Profit and Loss Statements
 - Annual Revenue and Expense Reports
- 5). Review of Applications by City Manager: After receipt of applications by the established deadline, the City Manager will ensure that all completed Request for Financial Assistance initially meet all criteria within established program guidelines for full consideration for review and award by the City Council.
- 6). Review and Award by City Council: After receipt of applications by the City Manager, the City Council shall consider the established threshold qualifying criteria during the review of applications at a regular or special City Council meeting. Council shall take no action at first Council review. Public Comments and presentations will be accepted. Appeals by the City Manager's review may also be considered by the Council. At a subsequent or next regular scheduled Council meeting, Council shall award qualified recipients at the first meeting in July.
- 7). Final Report and Receipts: All grant award recipients are required to provide a written report and receipts for all expenses associated with the Council grant award. Written reports and receipts must be submitted to the City Manager by the required deadline prior to May 31st of the program period. All grant recipients' final reports will be submitted before the City Council for approval of expenditures. If determination is made that funds were expended inappropriately, Council will direct grant award recipients to reimburse the City of Solana Beach the designated amount.

Failure to complete all program requirements will affect eligibility for future grant program consideration by the City Council.

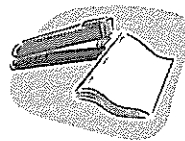


**City of Solana Beach
Community Grant Program
Request for Financial Assistance
FY 2018-19**

APPLICATION GUIDELINES

The City of Solana Beach is soliciting grant applications until **5:00 p.m., Thursday, May 31, 2018**. The City Council has a total of \$25,000 available for community organizations. A maximum of two grant applications may be submitted per community organization. Grants will be awarded with a maximum award of \$5,000.

Request for Grants are limited to non-governmental, nonprofit organizations serving the Solana Beach community. Excluded entities include the following: County of San Diego, Municipal Organizations, Special or Water Districts, school districts or schools (but not their supporting organizations), and private individuals.



Grant Application & Documents Required

Applicants must complete the attached application form and provide the following documents:

- Summary of organization's (overall) budget
- Proposed program budget detailing costs which are fair and reasonable.
- Financial Statements including the Balance Sheet and Revenue/Expenditure Statement, and the Tax Statements filed for the prior year.
- W-9 Form
- Calif. Nonprofit Corp. certificate or California Certification Number

○ **Non-Profit Organizations**

Nonprofit organizations which have officially filed as a nonprofit with the State of California must attach a copy of its current year 501 (c) 3 nonprofit certification form. For organizations that are "recognized" nonprofits within the community but have never formally filed with the State, the City Council at its discretion may consider their application. Note; any decision made by City Council is final in regards to the community grants process.

Program Requirements:

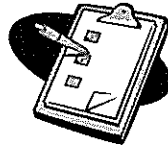
- Must serve the residents of Solana Beach.
- Preferred to be a new program or one that provides a new or unique aspect to an existing program. Funds are available as one-time seed-money to augment a community program.

Application Submittal and Deadline: NO LATER THAN 5:00 p.m. Thursday, May 31, 2019

Completed forms should be received at City of Solana Beach, Office of the City Manager, 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program. The City will accept applications via e-mail as well.

Email applications should be sent to dking@cosb.org and copied to pletts@cosb.org.

Please contact Dan King, Assistant City Manager, at (858) 720-2477 if you need additional information.



Applications will be judged and selected on the following criteria:

1. Preferences will be given towards non-profits that provide services/goods to Solana Beach groups or individuals with special economic needs that are not being met in the economic environment. These can be non-profits whose funding has been reduced or eliminated and are unable to serve these populations in need.
2. Program costs that are fair and justifiable.
3. Program originality (new and unique).
4. Consideration may be given to applications that collaborate or partner with other organizations.
5. Consideration may be given to applications which receive matching funds from other organizations.
6. Consideration may be given to applications as decided by the City Council.
7. Information provided on application will be used to review prior grant management and performance history. Significant non-compliance issues will be taken into consideration and may affect future funding decisions by the City Council.

Grant Award and Expenditures:

The City Council, at its discretion, may modify the grant award to qualified recipients based on qualifying criteria, number of qualified applicants received, and purpose of request to meet areas as enumerated by the City Council that benefit the Solana Beach community.

Grants will be funded after the approval of the awards by the City Council. Expenses must be directly related to services or materials of proposed activity during the grant award period (Date of Grant Approval through May 31, 2019). Grantees will be required to maintain records to support claimed expenditures and project accomplishments. Funds for the proposed project must not be used to replace or offset funding sources normally available for any portion of the project, nor be used by the applicant to fund/supplement its own monetary giving.

Final Report and Receipts:

The City Manager's Office will review submitted copies of paid receipts/invoices and a written report to ensure that funds were spent in compliance with the approved application. Applicant(s) will be required to reimburse the City of Solana Beach all inappropriately spent funds.



PROGRAM FY 2018-19 KEY DATES:

- May 1, 2018** Distribute Grant Program Application, have it available and solicit for applications.
- May 31, 2018** **DEADLINE for Request for Financial Assistance Applications (5:00pm).** The City Manager's Office will review each application and make recommendations based upon:
- 1) Completed application;
 - 2) Clear indication of the grant amount requested;
 - 3) Receipt of grant application before the deadline WITH attachments;
 - 4) Benefit to Solana Beach community and conformity with threshold criteria.
- June 13, 2018** **First Council Review:** All eligible grant applications for Fiscal Year 2018-19 will be considered by City Council. Review and public comment/presentations will be accepted.
- June 27, 2018** **Final Council Review:** Council makes decision and approves grant recipients. The City Manager will be directed to issue awards to recipients. Announcement of grant award recipients is made to community via public notification.
- May 1, 2019** Letter will be sent to FY 2018-19 grant recipients reminding them to submit their reports and copies of receipts by May 31, 2019. (Exception to the May 31, 2019 completion date can be made with proof of good cause.)
- May 31, 2019** All FY 2018-19 grant recipients must submit copies of paid receipts/invoices and written report, that includes the number of citizens served and outcome of grant funded activity. If no paid receipts/invoices are received, recipient will be required to immediately reimburse City of Solana Beach grant funds.

All grant recipients' final reports will be submitted before the City Council for approval of expenditures. If determination is made that funds were expended inappropriately, Council will direct Grant recipients to reimburse the City of Solana Beach for the designated amount of award.



**City of Solana Beach
Community Grant Program
Request for Financial Assistance
FY 2018-19 APPLICATION**

All Applications MUST BE RECEIVED by 5:00 p.m. Thursday, May 31, 2018.

Please Print Clearly or Type

All requests will be determined by the following criteria:

Name of Organization: _____
Mailing Address: _____
City _____ State _____ Zip _____
Contact Person: _____
Daytime Phone: _____
Evening Phone: _____
Email address: _____

1. W-9 must be attached
Summary of organization's budget must be attached
Proposed program budget must be attached
Financial Statements (see Application Guidelines) must be attached
2. A copy of the certificate of California Nonprofit Corporation must be attached
Or, Calif. Non-profit 501 (c) 3 Corporation Certification Number: _____
3. Has your organization received financial assistance from the City before?
Yes • No •
If yes, what activities and which fiscal year? _____

4. Amount requested for FY 2018-19 \$ _____
5. Proposed Total Program Costs: \$ _____
(Includes all estimated costs to conduct proposed activity/program.)
6. Title of Proposed Program/Service: _____
7. Grant funds must be used for services or materials directly associated to proposed activity. Please describe how grant funds will be used:

(Attach extra sheet, if necessary.)

8. Estimated number of S.B. residents to be served by proposed program: _____

9. Program Dates/Location:

10. Anticipated Program Objectives or Accomplishments:

11. How will the organization acknowledge the City's financial contribution to the community/ beneficiaries of the proposed activity?

12. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

13. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

14. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program or service be scaled back and/or is there a threshold at which it will not move forward?

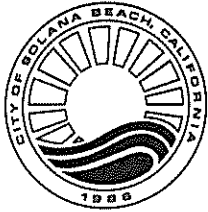
Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of Solana Beach from all losses, claims, accidents and problems associated, directly or indirectly with the development and implementation of proposed activities or events.

Authorized Signature of Organization

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SOLANA BEACH.



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: April 25, 2018
ORIGINATING DEPT: Engineering Department
SUBJECT: Consideration of Resolution No. 2018-040 Awarding a Construction Contract for the La Colonia Skate Park to California Skateparks

BACKGROUND:

At the November 9, 2016 City Council meeting, the City Council approved the establishment of a La Colonia Park Master Plan (Master Plan) Reserve (Reserve) in the City Capital Improvement Program Fund by allocating \$300,000 of the projected Fiscal Year (FY) 2015/16 General Fund surplus to this Reserve that was specifically designated to be used for the Skate Park element of the Master Plan. The Reserve would then be established and available for funding future Master Plan improvements. The funds were subsequently appropriated to the Reserve at the December 14, 2016 City Council meeting.

At the March 22, 2017 City Council meeting, the City Council approved a Professional Services Agreement (PSA) with Van Dyke Landscape Architects (VDLA) and Site Design Group for final design services for a skate park at La Colonia Park. At the September 27, 2017 City Council meeting, the design team presented the concept plans for the proposed Skate Park, the basketball court and the associated site improvements. At the December 13, 2017 City Council meeting, Council found the project exempt from CEQA and authorized the City Engineer to advertise for construction bids.

This item is before the City Council for the consideration of Resolution 2018-040 (Attachment 1) awarding an agreement to California Skateparks for the construction of the La Colonia Skate Park.

COUNCIL ACTION:

DISCUSSION:

This project was advertised for construction bids on February 26, 2018. The City received five bid proposals for the La Colonia Skate Park, Bid 2018-01. On April 3, 2018 at 2:00 p.m., the City Clerk opened the bids and read them publicly. The bids are summarized below in Table 1:

Table 1: Bid Results for Base Bid Items Only

Contractors	Base Bid
California Skateparks	\$ 939,975.55
Conan Construction, Inc.	\$1,009,949.55
PUB Construction, Inc.	\$1,204,119.45
C.S. Legacy Construction, Inc.	\$1,268,374.00
Blue Pacific Engineering and Construction	\$1,489,900.10

The lowest bid submitted by California Skateparks was found to be complete and responsive to the bid specifications. Although there are alternative bid items included in the bid item list, the specifications clearly state that the amount of the bid for determining the low bidder will be the total of the base bid items, excluding the alternate bid items. Prior work references for California Skateparks were checked and found to be satisfactory. Staff is recommending that California Skateparks be awarded the construction contract. The contract duration is 180 working days (9 months) so it is anticipated that the project will be completed by Memorial Day 2019.

In addition to the total amount for the base bid items listed above, the bid documents included alternate bid items for the EnergiPlant charging station. The total cost of the alternate bid items is \$24,088. Staff is recommending a contingency amount of \$100,000 (approximately 10%). If the contingency amount and the alternate bid item are authorized, the total estimated construction cost of the La Colonia Skate Park would be \$1,064,063.55

Fund Raising/Donations

Since the beginning of this project, there has been a very active fundraising campaign to help fund the construction of the proposed Skate Park. As part of the first community workshop, a pancake breakfast was held to solicit donations for the Skate Park. Other fundraising efforts have included an event at the Belly Up Tavern and a booth at Fiesta del Sol where t-shirts were sold and a raffle was held. In addition, the Solana Beach Skate Park Fund has been established by community residents through the Coastal Communities Foundation to accept private donations for the Skate Park.

Another potential way to raise funds would be to sell donor tiles similar to what was done at Fletcher Cove Park and the Veterans' Honor Courtyard in La Colonia Park.

VDLA has designed a donor tile wall along the south-facing wall that leads to the entrance of the Skate Park for Council's consideration. Although the donor tile wall can accommodate approximately 150 donor tiles, the construction bid obtained bids for engraving only 50 of the tiles. Since the donation price for each tile is estimated at \$500, a total of \$25,000 would be collected if donations for engraving all 50 tiles are received. The total amount allocated below on Table 3 can be adjusted in either direction depending on how many donor tiles are sold. The construction bid committed to engraving only 50 tiles because Staff didn't want to commit to more than may be sold to avoid having to pay the contractor for more tiles engraved than actually done. If more than 50 donor tiles are sold for engraving, an adjustment to the payment could be made at a later date.

Construction Support Agreement

As part of the design PSA with VDLA, there was a small amount allocated for construction support. This includes items such as reviewing submittals and responding to requests for information by VDLA and their sub-consultants which includes Site Design Group. A recommendation is included as part of this Staff Report that would amend the PSA with VDLA to extend the length of the agreement and increase the scope of work/compensation to include additional construction support services such as percolation tests to verify adequacy and accuracy of the hydraulic and drainage design of the proposed project due to increase of impervious area, and performance of soils/concrete testing for various elements of the construction activities. The proposed amendment would increase the cost of the agreement by \$22,000 and extend the agreement until the end of 2019. If approved by Council, this would increase the total project cost as shown on Table 2.

Bid Protest

After the public bid opening, City received a protest letter from PUB Construction, Inc. on April 9, 2018 (attachment 2). Staff investigated the protest and after reviewing the evidence, did not identify a basis on which to disqualify the lowest bidder. A response to the protest letter (attachment 3) has been prepared and sent to the protestor.

CEQA COMPLIANCE STATEMENT:

As part of Resolution 2017-159, the City Council found the project exempt from CEQA pursuant to Section 15332 (In-fill Development Projects) of the State CEQA Guidelines.

FISCAL IMPACT:

A summary of the project expenditures is included below in Table 2 and a summary of the available and needed project funds is included below in Table 3. The project costs shown in Table 2 include the preparation of the required environmental document for the project which was covered by Council's previous CIP allocation in this year's budget

and the additional construction support services but do not include the original design costs with VDLA.

The available funding shown in Table 3 includes donations and undesignated reserves that were previously appropriated and new funds that have not yet been appropriated. The unappropriated funds include donations, the County of San Diego Neighborhood Reinvestment Program (NRP) grant, the remaining amount of Public Improvement Grant funds (old RDA money) and additional undesignated reserves required to close the funding gap. These additional funds include the \$500,000 of FY 2016/17 Budget Surplus that was allocated to the City's CIP for future allocation by the Council to projects such as the Skate Park. The funds identified in Table 3 under the "To Be Appropriated" heading would be appropriated as part of this Staff Report if authorized upon by the City Council.

Table 2 – Project Costs (not including design)

Item Description	Company	Cost
Environmental Review	Helix Environmental Planning	\$ 12,120
Construction Bid – Base Bid Items	California Skateparks	939,976
Construction Bid – Alternate Bid Items	California Skateparks	24,088*
Construction Contingency		100,000
Additional Construction Support Services	Van Dyke Landscape Architects	22,000
Total Cost		\$1,098,184

*Alternate bid item for EnergiPlant subject to Council's approval

Table 3 – Available Funding

Funding Source	Amount
Previously Appropriated	
Donations	
- Surfing Madonna (May 2017)	\$ 20,000
- 5k donation (Fall 2016)	1,000
- Tony Hawk Foundation	5,000
Designated City CIP Reserves	300,000
Undesignated City CIP Reserves	124,000
Total	\$ 450,000
To Be Appropriated	
New Donations and Grants	
- Surfing Madonna (March 2018)	\$20,000
- 5k donation (Fall 2017)	1,000
- NRP Grant from County of San Diego	100,000
- Skate Day Event	953

- Coastal Communities Foundation	10,000
- Solana Beach Civic and Historical Society (Donation 1)	2,000
- Solana Beach Civic and Historical Society (Donation 2)	8,000
- Parks & Recreation Commission	2,500
- Anticipated Donor Tile sales (50 tiles at \$500/tile)	25,000
Remainder of Public Improvement Grant Fund	2,200
Undesignated City CIP Reserves	452,443
Undesignated City CIP Reserves – Alternate Bid Item	24,088
Total	\$ 648,184
Total Potential Revenues	\$1,098,184

WORK PLAN:

The Skate Park at La Colonia Park is consistent with Item B.2 (La Colonia Park Improvements) of the Community Character Priorities section of the FY 2017/18 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with alternative amendments/modifications.
- Provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopts Resolution 2018-040:


1. Awarding the construction contract to California Skateparks, in the amount of \$939,976, for the La Colonia Skate Park, Bid 2018-01.
2. Approving an amount of \$100,000 for construction contingency.
3. Authorizing the City Manager to execute the construction contract on behalf of the City.
4. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
5. Authorizing the City Manager to execute Amendment No. 1 to the Professional Services Agreement with Van Dyke Landscape Architects in the

amount of \$22,000 for design and construction support services associated with the La Colonia Skate Park.

6. Authorizing an appropriation of \$100,000 into the Grant Fund revenue account and into the La Colonia Skate Park project in the City CIP fund for a grant received from County of San Diego for the Neighborhood Reinvestment Program.
7. Authorizing an appropriation of \$2,200 into the La Colonia Skate Park project in the Public Improvement Grant fund.
8. Authorizing an appropriation of \$41,953 into the donation revenue account and into the La Colonia Skate Park project in the City CIP fund for all miscellaneous donations received, but previously not appropriated, for the project.
9. Authorizing a transfer of \$2,500 from the Parks and Recreation Reserve in the General Fund to the City CIP fund for the La Colonia Skate Park project.
10. Authorizing an appropriation of \$25,000 into the donation revenue account and into the La Colonia Skate Park project in the City CIP fund from the sales of donor tiles expected to be received for the project.
11. Authorizing an appropriation of \$452,443 from City CIP fund undesignated reserves into the La Colonia Skate Park project.
12. If City Council approves the addition of the alternate bid item, authorizing an increase to the construction contract in the amount of \$24,088 and authorizing an appropriation of \$24,088 from City CIP fund undesignated reserves into the La Colonia Skate Park project.
13. Authorizing the City Treasurer to amend the FY 2017/18 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2018-040
2. Protest letter from PUB Construction, Inc.
3. Response to the protest letter

RESOLUTION 2018-040

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AWARDING A CONSTRUCTION CONTRACT TO CALIFORNIA SKATEPARKS FOR LA COLONIA SKATE PARK

WHEREAS, at the March 22, 2017 City Council meeting, the City Council approved a Professional Services Agreement (PSA) with Van Dyke Landscape Architects (VDLA) and Site Design Group for final design services for a skate park at La Colonia Park; and

WHEREAS, at the December 13, 2017 City Council meeting, Council found the project exempt from CEQA and authorized the City Engineer to advertise for construction bids; and

WHEREAS, on April 3, 2018, five bids for the La Colonia Skate Park, Bid 2018-01, were received and publicly opened by the City Clerk. At that time, it was determined that California Skateparks was the apparent low bidder with a construction estimate for the base bid items of \$939,975.55; and

WHEREAS, the bid schedule also included alternate bid items for which the bid price from California Skateparks was \$24,088.

WHEREAS, Staff recommends a construction contingency of \$100,000 for unforeseen changes during construction of the Skate Park; and

WHEREAS, a recommendation is included that would amend the PSA with VDLA to extend the length of the agreement and increase the scope of work/compensation to include additional construction support services, a percolation test to verify that the detention basins are sufficient for the projected increase of impervious area and soils/concrete testing.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. That the City Council awards the construction contract to California Skateparks, in the amount of \$939,976, for the La Colonia Skate Park, Bid 2018-01.

3. That the City Council approves an amount of \$100,000 for construction contingency.
4. That the City Council authorizes the City Manager to execute the construction contract on behalf of the City.
5. That the City Council authorizes the City Manager to approve cumulative change orders up to the construction contingency amount.
6. That the City Council authorizes the City Manager to execute Amendment No. 1 to the Professional Services Agreement with Van Dyke Landscape Architects in the amount of \$22,000 for design and construction support services associated with the La Colonia Skate Park.
7. That the City Council authorizes an appropriation of \$100,000 into the Grant Fund revenue account and into the La Colonia Skate Park project in the City CIP fund for a grant received from County of San Diego for the Neighborhood Reinvestment Program.
8. That the City Council authorizes an appropriation of \$2,200 into the La Colonia Skate Park project in the Public Improvement Grant fund.
9. That the City Council authorizes an appropriation of \$41,953 into the donation revenue account and into the La Colonia Skate Park project in the City CIP fund for all miscellaneous donations received, but previously not appropriated, for the project.
10. That the City Council authorizes a transfer of \$2,500 from the Parks and Recreation Reserve in the General Fund to the City CIP fund for the La Colonia Skate Park project.
11. That the City Council authorizes an appropriation \$25,000 into the donation revenue account and into the La Colonia Skate Park project in the City CIP fund from the sales of donor tiles expected to be received for the project.
12. That the City Council authorizes an appropriation of \$452,443 from City CIP fund undesignated reserves into the La Colonia Skate Park project.
13. That the City Council authorizes an increase to the construction contract in the amount of \$24,088 and authorizing an appropriation of \$24,088 from City CIP fund undesignated reserves into the La Colonia Skate Park project for the Alternate Bid Item upon approval by City Council.
14. That the City Council authorizes the City Treasurer to amend the Fiscal Year 2017/18 Adopted Budget accordingly.

PASSED AND ADOPTED this 25th day of April, 2018, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSTAIN: Councilmembers –
ABSENT: Councilmembers –

DAVID A. ZITO, Deputy Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

23545 Palomino Drive, #104
Diamond Bar, CA 91765
T. 909-455-0187 | F. 909-455-0188
CA License 788668 | License A, B, C-33, C-15, C-54



April 6, 2018

RECEIVED

APR 09 2018

To: **Office of the City Clerk
635 South Highway 101
Solana Beach, CA 92075**

City of Solana Beach

RE: **Bid Protest to California Skateparks (Lowest Bidder)**
Project: **La Colonia Skate Park Bid No.: 2018 -01**

Dear Sir/Madam,

Pub Construction Inc. hereby file a protest with regards to the Bid Proposal submitted by California Skateparks.

California Skateparks bid was made in the interest of, any undisclosed person, partnership, company associated with Site Design Group Inc.

Site Design Group Inc. and California Skateparks are directly or indirectly involved this project as Joe Ciaglia owns both companies and an advantage over other competing bidders.

We strongly suggest that the Office of the City Clerk of Solana Beach to look in to this matter seriously.

The Public Works Services Department is under no obligation to waive defects in a bid proposal. MCM Construction v. CC San Francisco {1998} 66 Cal. App/ 4th 359, 373.

For these reasons, the City Clerk of Solana Beach should find California Skateparks non-responsive that may result in rejection of the Bid Proposal and to be sent-out to subject to Re-Bid this project.

Sincerely yours,


Chris Yi - President
Pub Construction Inc.



CITY OF SOLANA BEACH

635 SOUTH HIGHWAY 101 • SOLANA BEACH, CALIFORNIA 92075-2215 • (858) 720-2400
www.cityofsolanabeach.org FAX (858) 792-6513 / (858) 755-1782

April 18, 2018

Via Facsimile and U.S. Mail

Chris Yi
President
Pub Construction, Inc.
23545 Palomino Drive #104
Diamond Bar, California 91765
Fax: (909) 455-0187

Re: Denial of Bid Protest regarding La Colonia Skate Park, Bid No. 2018-01

Dear Mr. Yi:

This letter serves as the City of Solana Beach's ("City") response to Pub Construction, Inc.'s ("Pub Construction") April 6, 2018 letter in which Pub Construction protests the award of the La Colonia Skate Park project (the "Project") to the apparent low bidder, California Skateparks. Pub Construction claims that SITE Design Group Inc. ("SITE") is an affiliate of California Skateparks because it shares a common owner and as a result, California Skateparks should be disqualified.

The City does not dispute that SITE was involved in the design as it was a sub-consultant to the contracted design consultant. However, based on the evidence reviewed by City staff, City staff has not identified a basis on which to disqualify California Skateparks. Therefore, City staff will recommend that the Project be awarded to the lowest responsible bidder at the April 25, 2018 Council meeting.

If you have any further questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Sammak'.

Mohammad Sammak
City Engineer

cc: Albert Caballero, albert@pubconstruction.com (via email only)