



A G E N D A



**CITY OF IMPERIAL BEACH
CITY COUNCIL
PLANNING COMMISSION
PUBLIC FINANCING AUTHORITY
HOUSING AUTHORITY**

IMPERIAL BEACH REDEVELOPMENT AGENCY SUCCESSOR AGENCY

NOVEMBER 5, 2014

**Council Chambers
825 Imperial Beach Boulevard
Imperial Beach, CA 91932**

REGULAR & CLOSED SESSION MEETING – 6:00 P.M.

THE CITY COUNCIL ALSO SITS AS THE CITY OF IMPERIAL BEACH PLANNING COMMISSION, PUBLIC FINANCING AUTHORITY, HOUSING AUTHORITY AND IMPERIAL BEACH REDEVELOPMENT AGENCY SUCCESSOR AGENCY

The City of Imperial Beach is endeavoring to be in total compliance with the Americans with Disabilities Act (ADA). If you require assistance or auxiliary aids in order to participate at City Council meetings, please contact the City Clerk's Office at (619) 423-8301, as far in advance of the meeting as possible.

REGULAR MEETING CALL TO ORDER

ROLL CALL BY CITY CLERK

PLEDGE OF ALLEGIANCE

AGENDA CHANGES

MAYOR/COUNCIL REIMBURSEMENT DISCLOSURE/COMMUNITY ANNOUNCEMENTS/REPORTS ON ASSIGNMENTS AND COMMITTEES

COMMUNICATIONS FROM CITY STAFF

PUBLIC COMMENT- *Each person wishing to address the City Council regarding items not on the posted agenda may do so at this time. In accordance with State law, Council may not take action on an item not scheduled on the agenda. If appropriate, the item will be referred to the City Manager or placed on a future agenda.*

PRESENTATIONS (1)

None.

Any writings or documents provided to a majority of the City Council/Planning Commission/Public Financing Authority/Housing Authority/I.B. Redevelopment Agency Successor Agency regarding any item on this agenda will be made available for public inspection in the office of the City Clerk located at 825 Imperial Beach Blvd., Imperial Beach, CA 91932 during normal business hours.

CONSENT CALENDAR (2.1-2.6)-All matters listed under Consent Calendar are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Councilmember or member of the public requests that particular item(s) be removed from the Consent Calendar and considered separately. Those items removed from the Consent Calendar will be discussed at the end of the Agenda.

2.1 MINUTES.

Recommendation: Approve the Regular City Council Meeting Minutes of September 17, 2014.

2.2 RATIFICATION OF WARRANT REGISTER. (0300-25)

Recommendation: Ratify the following registers: Accounts Payable Numbers 85381 through 85574 with a subtotal amount of \$1,272,309.51 and Payroll Checks/Direct Deposits 46195 through 46271 for a subtotal amount of \$446,402.55 for a total amount of \$1,718,712.06.

2.3 RESOLUTION 2014-7520 FOR THE SALE OF CERTAIN SURPLUS CITY PROPERTY. (0380-45)

Recommendation: Adopt resolution.

2.4 RESOLUTION 2014-7522 AUTHORIZING THE APPROVAL OF THE 2014 SEWER SYSTEM MANAGEMENT PLAN AUDIT AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD (SWRCB) ORDER 2006-0003-DWQ. (0830-90)

Recommendation: Adopt resolution.

2.5 RESOLUTION NO. 2014-7526 – CONFLICT OF INTEREST CODE UPDATE. (0420-30)

Recommendation: Adopt Resolution.

2.6 REVIEW PROPOSED PROJECT FOR THE FISCAL YEAR 2015/16 COMMUNITY BLOCK GRANT (CDBG) ADDITIONAL ESTIMATED FUNDING AND SCHEDULE A HEARING ON DECEMBER 10, 2014 FOR CONSIDERATION AND DIRECTION. (0650-34)

Recommendation: That the City Council review this proposed CDBG Project for the purchase of replacement Self-Contained Breathing Apparatus, and that a public hearing be scheduled on December 10, 2014, to consider this recommended project and ratify the City Manager's signature on the Fiscal Year 2015/16 CDBG Application.

ORDINANCES – INTRODUCTION/FIRST READING (3.1)

3.1 ORDINANCE 2014-1148 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA AMENDING TITLE 2 ADMINISTRATION AND PERSONNEL, SECTIONS 2.12.140 AND 2.18.010 OF THE IMPERIAL BEACH MUNICIPAL CODE RELATED TO COUNCIL PROCEDURES AND CITY COMMISSIONS. (0410-95)

Recommendation: That the City Council introduce the Ordinance by title only, waive full reading of the Ordinance which amends various sections of Title 2 of the IBMC and schedule the second reading and adoption of the Ordinance on December 3, 2014.

PUBLIC HEARINGS (4.1)

4.1 ADOPTION OF RESOLUTION NO. 2014-7527 AUTHORIZING REMOVAL OF LIENS AND THE PLACEMENT OF OUTSTANDING PENALTIES, FINES AND INTEREST FOR 822 GEORGIA STREET IN ABEYANCE AND ESTABLISHING A AMORTIZATION SCHEDULE FOR THOSE COSTS. (0470-20)

Recommendation:

1. Open the public hearing;
2. Entertain testimony;
3. Close the public hearing; and
4. Consider a motion to adopt Resolution 2014-7527.

REPORTS (5.1-5.5)

5.1 ADOPTION OF RESOLUTION NO. 2014-7521 APPROVING THE IMPERIAL BEACH BUSINESS IMPROVEMENT DISTRICT (BID) ANNUAL REPORT FOR FISCAL YEAR 2013-2014 AND SETTING A PUBLIC HEARING TO CONSIDER LEVYING THE BID ASSESSMENT FOR FISCAL YEAR 2014-2015. (0465-20)

Recommendation: That the City Council:

1. Receive public testimony and accept or accept as modified the written and verbal report from the BID Advisory Board on the Fiscal Year 2013-2014 Annual Report and Fiscal Year 2014-2015 budget and proposed activities;
2. Request that the BID seek to meet its budget goals for Fiscal Year 2014-2015; and
3. Adopt Resolution No. 2014-7521 setting a public hearing for December 10, 2014 to consider levying the Fiscal Year 2014-2015 assessment for the BID.

5.2 RESOLUTION NO. 2014-7524 APPROVING AN ADDENDUM TO THE CITY ENGINEER CONSULTING AGREEMENT TO INCLUDE PROVIDING STAFFING SERVICES. (0700-05)

Recommendation:

1. Receive report;
2. Adopt resolution approving an addendum to the NV5 City Engineer consultant services for the purpose of providing professional staff services to the City for Capital Improvement Program projects as an extension of City staff; and
3. Authorize the City Manager to sign an addendum to the NV5 consultant contract for additional professional service with payments authorized from the existing appropriated budgets.

5.3 DESIGN OF 700 AND 800 BLOCKS, DELAWARE STREET SIDEWALK CONSTRUCTION. (0720-50)

Recommendation:

1. Receive report;
2. Approve the design concept for the 700 and 800 Blocks of Delaware Street;
3. Direct staff to meet with affected residents to finalize the scope of work; and
4. Direct staff to return to a future regular City Council meeting with the 90% completed drawings and the Engineer's Estimate for the construction costs. At this future regular City Council meeting, City Council will appropriate the funds necessary to complete the project construction.

5.4 RESOLUTION NO. 2014-7525 AWARDDING A PUBLIC WORKS CONTRACT; TO WIT: ANNUAL SLURRY SEAL CIP S14-106. (0720-25)

Recommendation:

1. Receive report;
2. Adopt the resolution awarding a contract to the lowest responsive bidder;
3. Authorize the City Manager to sign the construction contract with the lowest responsive bidder;
4. Appropriate an additional \$125,000 Gas Tax for CIP S14-106 (Annual Slurry Seal); and
5. Authorize the City Manager to approve a purchase order for the amount of the base bid price plus the additive bid item.

5.5 RESOLUTION 2014-7523 AFFIRMING THE PUBLIC WORKS DIRECTOR SIGNATURE AND SUBMISSION OF THE FISCAL YEAR 2013-14 JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM (JRMP) ANNUAL REPORT TO THE SAN DIEGO REGIONAL WATER QUALITY CONTROL BOARD. (0770-65)

Recommendation:

1. Receive report;
2. Receive any comments from the public;
3. Approve the FY 2013-14 JRMP Annual Report as signed the Public Works Director and submitted to the RWQCB dated October 9, 2014; and
4. Adopt Resolution 2014-7523.

I.B. REDEVELOPMENT AGENCY SUCCESSOR AGENCY REPORTS (6)

None.

ITEMS PULLED FROM THE CONSENT CALENDAR (IF ANY)

ADJOURN REGULAR MEETING

CLOSED SESSION MEETING CALL TO ORDER

ROLL CALL BY CITY CLERK

CLOSED SESSION (1)

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Title: City Manager

RECONVENE AND ANNOUNCE ACTION (IF APPROPRIATE)

The Imperial Beach City Council welcomes you and encourages your continued interest and involvement in the City's decision-making process.

FOR YOUR CONVENIENCE, A COPY OF THE AGENDA AND COUNCIL MEETING PACKET MAY BE VIEWED IN THE OFFICE OF THE CITY CLERK AT CITY HALL OR ON OUR WEBSITE AT

www.imperialbeachca.gov

/s/
Jacqueline M. Hald, MMC
City Clerk

**CITY OF IMPERIAL BEACH
 CITY COUNCIL
 PLANNING COMMISSION
 PUBLIC FINANCING AUTHORITY
 HOUSING AUTHORITY
 IMPERIAL BEACH REDEVELOPMENT AGENCY SUCCESSOR AGENCY**

SEPTEMBER 17, 2014

**Council Chambers
 825 Imperial Beach Boulevard
 Imperial Beach, CA 91932**

REGULAR MEETING – 6:00 P.M.

REGULAR MEETING CALL TO ORDER

MAYOR JANNEY called the Regular City Council meeting to order at 6:00 p.m.

ROLL CALL BY CITY CLERK

Councilmembers present:	Bilbray, Spriggs, Bragg
Councilmembers absent:	None
Mayor Present:	Janney
Mayor Pro Tem Absent:	Patton
Staff Present:	City Manager Hall, City Attorney Lyon, City Clerk Hald, Public Safety Director Clark, Human Resources Manager Cortez, Assistant City Manager Wade, Senior Planner Foltz, Environmental Manager Helmer

MAYOR JANNEY announced Mayor Pro Tem Patton, who is a teacher, is absent because the school he works for is holding an open house tonight.

PLEDGE OF ALLEGIANCE

Imperial Beach Boy Scout Troop 866 led everyone in the Pledge of Allegiance.

AGENDA CHANGES

MAYOR PRO TEM SPRIGGS asked to pull Consent Calendar Item Nos. 2.4 and 2.5 for discussion.

MOTION BY SPRIGGS, SECOND BY BRAGG, TO PULL ITEM NOS. 2.4 AND 2.5 OFF THE CONSENT CALENDAR FOR DISCUSSION AT THE END OF THE AGENDA. MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: COUNCILMEMBERS: BRAGG, SPRIGGS, BILBRAY, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: PATTON

MAYOR/COUNCIL REIMBURSEMENT DISCLOSURE/COMMUNITY ANNOUNCEMENTS/REPORTS ON ASSIGNMENTS AND COMMITTEES

MAYOR JANNEY reported that he went on a trip to Washington, D.C. He noted that while there, he was able to meet with some people about Item No. 5.2 and he will talk about that meeting when the item is considered.

COMMUNICATIONS FROM CITY STAFF

None.

PUBLIC COMMENT

None.

PRESENTATIONS (1.1-1.2)

**1.1 PROMOTION OF TYRA MOE TO ENGINEER/PARAMEDIC BADGE CEREMONY.
(0410-30)**

Following a review of Tyra Moe's education and work experience, PUBLIC SAFETY DIRECTOR CLARK announced that Ms. Moe is well qualified for the position of Engineer/Paramedic.

MAYOR JANNEY announced that Tyra's father, Doug Moe, will pin Tyra with an Engineer/Paramedic badge. He recognized and thanked the Fire Department staff for their active participation in community events.

MR. DOUG MOE pinned an Engineer/Paramedic badge on Tyra Moe.

**1.2 REPORT OF MAJOR CITY SUPPORTED EVENTS, 4TH OF JULY FIREWORKS AND
THE SUN & SEA FESTIVAL. (0410-30)**

MAYOR JANNEY ALONG WITH PUBLIC SAFETY DIRECTOR CLARK presented Certificates of appreciation to the Port of San Diego, Tim O'Neal and Candy Unger for their efforts on the 4th of July Fireworks Show. Certificates of Appreciation were also given to the Port of San Diego and California American Water for their sponsorship of the Sun and Sea Festival.

Certificates of Appreciation were presented to Shirley Nakawatase and Leah Goodwin for their extraordinary efforts on the Sun and Sea Festival.

LEAH GOODWIN presented Certificates of Appreciation to Valerie Acevez, Sharon Cobb, Leonard Gonzales, Nellie Hazel, Erika Lowery, Kim Paris, Candy Unger in recognition of their efforts with the Sun and Sea Festival. She also thanked the Business Improvement District for their donation and support.

MAYOR JANNEY presented a refund check to Shirley Nakawatase and Leah Goodwin due to overpayment of deposit.

PUBLIC SAFETY DIRECTOR CLARK announced that there is a summary of the two events in the staff report.

CONSENT CALENDAR (2.1-2.3 & 2.6)

**MOTION BY BILBRAY, SECOND BY SPRIGGS, TO APPROVE CONSENT CALENDAR
ITEM NOS. 2.1 THROUGH 2.3 AND 2.6. MOTION CARRIED BY THE FOLLOWING VOTE:**

**AYES: COUNCILMEMBERS: BRAGG, SPRIGGS, BILBRAY, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: PATTON**

2.1 MINUTES.

Approved the Regular City Council Meeting minutes of July 16, 2014 and August 20, 2014.

2.2 RATIFICATION OF WARRANT REGISTER. (0300-25)

Ratified the following registers: Accounts Payable Numbers 85152 through 85280 with a subtotal amount of \$1,514,247.46 and Payroll Checks/Direct Deposits 46102 through 46164 for a subtotal amount of \$332,975.16 for a total amount of \$1,847,222.62.

2.3 CONSULTANT SELECTION FOR CLIMATE READY SEA LEVEL RISE STUDY. MF 1025. (0620-77)

Approved the selection of Revell Coastal/ USC Sea Grant as the Climate Ready sea level rise consultant.

2.6 RESOLUTION NO. 2014-7515 APPROPRIATING AN ADDITIONAL \$33,000 SEWER ENTERPRISE CIP FUNDS TO THE SEWER SYSTEM CIP PROJECT TO WIT – TELEWISE SEWER MAINLINES PROJECT NO. W15-202. (0830-10)

1. Received report and
2. Adopted Resolution No. 2014-7515 appropriating an additional \$33,000 from the Sewer Enterprise Fund to the CIP Project W14-202.

ORDINANCES – INTRODUCTION/FIRST READING (3.1)

3.1 INTRODUCTION AND FIRST READING OF ORDINANCE NO. 2014-1147 OF THE CITY OF IMPERIAL BEACH, CALIFORNIA AMENDING SECTION 10.36.160 AND ADDING SECTION 10.36.161 OF THE IMPERIAL BEACH MUNICIPAL CODE RELATED TO PARKING REGULATIONS ON STREET-ENDS WEST OF SEACOAST DRIVE. (0920-95)

CITY MANAGER HALL introduced the item.

PUBLIC SAFETY DIRECTOR CLARK reported on the item. He noted that the daily opening times will be changed from 7:00 a.m. to 5:00 a.m. and the closing times in the commercial areas will be changed from 10:00 p.m. to 12:00 a.m. He announced that on the staff report, parking at the Imperial Beach Blvd. street-end should be corrected to allow for parking between 5:00 a.m. and 12:00 a.m.

City Clerk Hald read the title of Ordinance No. 2014-1147 "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AMENDING SECTION 10.36.160 AND ADDING SECTION 10.36.161 OF THE IMPERIAL BEACH MUNICIPAL CODE RELATED TO PARKING REGULATIONS ON STREET-ENDS WEST OF SEACOAST DRIVE."

MOTION BY BILBRAY, SECOND BY SPRIGGS, TO INTRODUCE AND HOLD THE FIRST READING OF ORDINANCE NO. 2013-1147 BY TITLE ONLY, WAIVE FURTHER READING IN FULL, AND SCHEDULE THE SECOND READING AND ADOPTION OF THE ORDINANCE ON OCTOBER 1, 2014.

Discussion:

COUNCILMEMBER SPRIGGS commented that at a meeting attended by the Seacoast Drive businesses, the issue of changing parking regulations was raised. He stated that he was happy that the City Manager was able to address the issue immediately by saying that the City Council

will be taking action on the matter the following day and that the City is being responsive to those concerns.

VOTES WERE NOW CAST ON ORIGINAL MOTION BY BILBRAY, SECOND BY SPRIGGS, TO INTRODUCE AND HOLD THE FIRST READING OF ORDINANCE NO. 2013-1147 BY TITLE ONLY, WAIVE FURTHER READING IN FULL, AND SCHEDULE THE SECOND READING AND ADOPTION OF THE ORDINANCE ON OCTOBER 1, 2014. MOTION CARRIED BY THE FOLLOWING VOTE:

**AYES: COUNCILMEMBERS: BRAGG, SPRIGGS, BILBRAY, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: PATTON**

PUBLIC HEARINGS (4)

None.

REPORTS (5.1-5.3)

5.1 ADOPTION OF RESOLUTION NO. 2014-7516 APPROVING AND ADOPTING SIDELETTERS OF AGREEMENT TO THE MEMORANDUMS OF UNDERSTANDING BETWEEN THE CITY AND THE IMPERIAL BEACH FIREFIGHTERS' ASSOCIATION, LOCAL 4692, AND BETWEEN THE CITY AND SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 221, AND APPROVING HEALTH BENEFIT CHANGES FOR UNREPRESENTED APPOINTIVE MANAGEMENT AND CONFIDENTIAL EMPLOYEES, AND AMENDING THE FISCAL YEAR 2014/2015 CITY BUDGET APPROPRIATING THE NECESSARY FUNDS FOR HEALTH BENEFIT CHANGES. (0520-50)

The staff report and resolution were submitted as last minute agenda information.

HUMAN RESOURCES MANAGER CORTEZ reported on the item.

MAYOR JANNEY stated that staff informed City Council of a significant cost increase to health insurance. Previously, City Council took action to provide compensation for employees at a certain level without expecting this level of cost increase. City Council did not consider the cost increase to be fair for the employees and therefore directed staff to negotiate with the bargaining units for an agreement that is acceptable to all parties. He stressed that employees are appreciated and that there is a desire to adequately compensate employees.

COUNCILMEMBER BRAGG stated that this action is the right and fair thing to do for the employees. She questioned the timeframe for this benefit.

HUMAN RESOURCES MANAGER CORTEZ responded that this benefit is a temporary change that will be for the period of January 1, 2015 through June 30, 2015. The out-of-pocket cost per month for employees is between 2% - 22.73% which is equivalent to \$158.00 - \$220.00 per month.

MOTION BY BRAGG, SECOND BY BILBRAY, TO ADOPT RESOLUTION NO. 2014-7516 APPROVING AND ADOPTING SIDELETTERS OF AGREEMENT TO THE MEMORANDUMS OF UNDERSTANDING BETWEEN THE CITY AND THE IMPERIAL BEACH FIREFIGHTERS' ASSOCIATION, LOCAL 4692, AND BETWEEN THE CITY AND SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 221, AND APPROVING HEALTH BENEFIT CHANGES FOR UNREPRESENTED APPOINTIVE MANAGEMENT AND CONFIDENTIAL EMPLOYEES, AND AMENDING THE FISCAL YEAR 2014/2015 CITY BUDGET APPROPRIATING THE NECESSARY FUNDS FOR HEALTH BENEFIT CHANGES. MOTION CARRIED BY THE FOLLOWING VOTE:

**AYES: COUNCILMEMBERS: BRAGG, SPRIGGS, BILBRAY, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: PATTON**

5.2 NAVAL BASE CORONADO (NBC) COASTAL CAMPUS ENVIRONMENTAL IMPACT STATEMENT (EIS) COMMENTS. (0620-80)

ASSISTANT CITY MANAGER WADE gave background on the item and noted that the draft letter outlines concerns primarily in the areas of traffic and circulation, utilities, storm water and cumulative impacts. He highlighted key comments in the letter.

MAYOR JANNEY announced that while he was in Washington, D.C., he met with Vice Admiral French, Commander, Navy Installations Command, where he was able to express concerns about the Coastal Campus traffic that may impact the community. He also reported on meetings with Congressman Juan Vargas, Mayor Kevin Faulconer and Laurie Berman, Director of Caltrans District 11 where he was able to express those same concerns. He reported that he had a conversation with Mayor Pro Tem Patton who had similar concerns as those raised by Assistant City Manager Wade. Because of the heavy traffic, Mayor Janney recommended closure of the south gate except for emergency operations. He noted that this project could be beneficial to the business community.

COUNCILMEMBER BRAGG suggested that SANDAG also be included in the discussions. She stressed the importance of getting this right from the beginning and paying attention to the details. She expressed concern about the Levels of Service going down to "E."

In response to questions of Councilmember Bragg, ASSISTANT CITY MANAGER WADE stated that the workshop held in Imperial Beach was well attended and the attendees were active and engaged. All of the questions will be incorporated into the response to comments. He noted that the response period for the EIS ends September 22. Comments can be provided directly to the Navy as well as through their website. Although a projected construction date was not known, he estimated that it would be well into the next calendar year.

COUNCILMEMBER SPRIGGS stated that the letter is comprehensive and responds to the issues. He reported on his attendance at the workshop held in Imperial Beach and noted that the Navy staff expressed cooperation with the community and City staff. He noted that Imperial Beach is a developing community particularly in the areas of visitor serving and tourism, which are engines of growth and employment. He stressed that the Navy needs to understand the importance of access to good, clean, and healthy water-based activities for our community and the growing tourism industry. He also expressed an interest in having the ability to return to the Navy, Congressional representatives and others should there be impacts to the community/tourism as the project develops. He spoke about the importance of preserving

Imperial Beach's position in the future.

CITY MANAGER HALL stated that this is the beginning of the process. The item before City Council is the environmental review to identify potential environmental impacts. He stressed that this will not be the last opportunity to offer suggestions on mitigation of those impacts.

City Council reviewed the draft comment letter regarding the NBC Coastal Campus EIS and provided the following comments/suggestions:

- MAYOR JANNEY: Include closing the south gate and construction of the north gate is first before anything else.
- COUNCILMEMBER BRAGG: Key issues that are critical to the City's response are Item Nos. 2, 5, 7, 8, 9, 12, 16 and 18. Mayor Janney suggested insertion of an extra paragraph highlighting these items at the beginning of the letter.

MOTION BY JANNEY TO ADOPT THE LETTER WITH MODIFICATIONS HIGHLIGHTING THE ISSUES RAISED BY COUNCILMEMBER BRAGG, TO INCLUDE CLOSING OF THE SOUTH GATE AND THAT CONSTRUCTION OF THE NORTH GATE NEEDS TO BE FIRST BEFORE ANY CONSTRUCTION ON THE FACILITY.

COUNCILMEMBER SPRIGGS suggested the addition of environmental concerns and to state that use of the beachfront is growing with planned tourism/development. He stressed the importance of letting the Navy know that as they are growing so is Imperial Beach.

MAYOR JANNEY agreed to modify his motion to include Councilmember Spriggs' comments.

MOTION BY JANNEY, SECOND BY BILBRAY, TO ADOPT THE LETTER WITH MODIFICATIONS HIGHLIGHTING THE ISSUES RAISED BY COUNCILMEMBER BRAGG, TO INCLUDE CLOSING OF THE SOUTH GATE, THAT CONSTRUCTION OF THE NORTH GATE NEEDS TO BE FIRST BEFORE ANY CONSTRUCTION ON THE FACILITY, AND TO INCLUDE THE COMMENTS RAISED BY COUNCILMEMBER SPRIGGS.

ASSISTANT CITY MANAGER WADE stated for clarification that the letter will be redrafted and staff will work with the Mayor to finalize the letter.

VOTES WERE NOW CAST ON MOTION BY JANNEY, SECOND BY BILBRAY, TO ADOPT THE LETTER WITH MODIFICATIONS HIGHLIGHTING THE ISSUES RAISED BY COUNCILMEMBER BRAGG, TO INCLUDE CLOSING OF THE SOUTH GATE, THAT CONSTRUCTION OF THE NORTH GATE NEEDS TO BE FIRST BEFORE ANY CONSTRUCTION ON THE FACILITY, AND TO INCLUDE THE COMMENTS RAISED BY COUNCILMEMBER SPRIGGS. MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: COUNCILMEMBERS: BRAGG, SPRIGGS, BILBRAY, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: PATTON

5.3 SADBERRY-PALM, LLC (APPLICANT); REVIEW DESIGN/FAÇADE AND COMPREHENSIVE SIGN PLAN REVISIONS FOR THE PROPOSED BREAKWATER DEVELOPMENT LOCATED ON THE SOUTHERN PORTION OF PALM AVENUE BETWEEN 7TH AND 9TH STREETS (ALSO KNOWN AS 9TH & PALM). MF 1062. (0600-20)

SENIOR PLANNER FOLTZ gave a PowerPoint presentation on the item and reviewed the proposed revisions.

CITY CLERK HALD announced that no public speaker slips were submitted.

COUNCILMEMBER SPRIGGS stated that if the exception to the height limit is approved and there will be a wireless facility, it should be clear that there will not be additional design features presented to the City Council in the future. He stressed that the antenna needs to be incorporated into the design and within the interior of the tower.

ASSISTANT CITY MANAGER WADE stated that from the design perspective, the facility would look like the tower as it is presented tonight. Wireless facilities, even if they are stealth, require a conditional use permit and therefore, a proposed facility would come before the City Council for review and approval. If something different is proposed the City Council would have the discretion to say yes or no. In response to Councilmember Bragg, he explained that this development has been delayed due to the dissolution of Redevelopment Agencies by the State of California. It has taken three years to get through the dissolution process to keep this project alive and get approved by the State Department of Finance.

ESTEAN LENYON, representing Sudberry Properties, thanked the City Council and other stakeholders for their support. He spoke about higher level of design and noted that the timing of the project is in Caltrans hands.

ANDY STEVENSON, Architect, in response to questions of the City Council, stated that input on the murals is a possibility and they are open to suggestions. With regard to the tower, the glass will be frosted and backlit at night.

COUNCILMEMBER SPRIGGS spoke in support for exploring the mural concept. He noted that it could to help make the project a tourist attraction which would be good for business.

COUNCILMEMBER BRAGG spoke about the possibility of the mural concept throughout the City.

COUNCILMEMBER BILBRAY expressed concern about the possibility of glare from the clock tower.

CITY MANAGER HALL stated that staff can return to City Council with the mural concept.

MAYOR JANNEY suggested that staff return to City Council for input on the location and size of the murals.

**MOTION BY BILBRAY, SECOND BY SPRIGGS, TO APPROVE THE DESIGN AND FAÇADE MODIFICATIONS AND DETERMINE THAT THE REVISED PLANS SUBSTANTIALLY CONFORM WITH THE APPROVED PLANS FOR ADMINISTRATIVE COASTAL PERMIT (ACP 110024), DESIGN REVIEW CASE (DRC 110025), SITE PLAN REVIEW (SPR 110026), TENTATIVE MAP (TM 110027), AND MITIGATED NEGATIVE DECLARATION (EIA 110028); RESOLUTION 2011-7131. MOTION CARRIED BY THE FOLLOWING VOTE:
AYES: COUNCILMEMBERS: BRAGG, SPRIGGS, BILBRAY, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: PATTON**

I.B. REDEVELOPMENT AGENCY SUCCESSOR AGENCY REPORTS (6)

None.

ITEMS PULLED FROM THE CONSENT CALENDAR (2.4 & 2.5)

2.4 RESOLUTION NO. 2014-7513 AWARDDING A PUBLIC WORKS CONTRACT; TO WIT: ANNUAL MAIN LINE AND MANHOLE REPAIRS FY 11/12 CIP # W12-201. (0830-10)
PUBLIC WORKS DIRECTOR LEVIEN reported on the item.

**MOTION BY BILBRAY, SECOND BY BRAGG, TO ADOPT RESOLUTION NO. 2014-7515 AWARDDING A CONTRACT TO THE LOWEST RESPONSIVE BIDDER, AUTHORIZING THE CITY MANAGER TO SIGN THE CONSTRUCTION CONTRACT WITH THE LOWEST RESPONSIVE BIDDER AND AUTHORIZING THE CITY MANAGER TO APPROVE A PURCHASE ORDER FOR THE AMOUNT OF THE BID PRICE. MOTION CARRIED BY THE FOLLOWING VOTE:
AYES: COUNCILMEMBERS: BRAGG, SPRIGGS, BILBRAY, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: PATTON**

2.5 MAYOR PROCLAMATION FOR TIJUANA RIVER ACTION MONTH FOR OCTOBER. (0230-70 & 0410-30)

COUNCILMEMBER SPRIGGS reported that this item is significant as it has to do with our environment and he noted that there will be extensive volunteer efforts in recognition of Tijuana River Action Month.

ENVIRONMENTAL PROGRAM MANGER HELMER announced the following activities and cleanups are planned for the months of September and October:

- | | |
|----------------------------|---|
| September 20 th | <ul style="list-style-type: none">• Coastal Cleanup Day
Border Field State Park and Dairy Mart Road Bridge (9AM-12PM)• Salvemos La Playa Playas
Playas de Tijuana (8AM-12PM)• Native Species Planting
Monument Mesa in Border Field State Park (11AM-1PM) |
| September 26 th | <ul style="list-style-type: none">• Composting Workshop and Waste Collection Event
Tijuana (12PM-4PM) |
| September 27 th | <ul style="list-style-type: none">• National Public Lands Day
Native Plant Restoration Border Field State Park (9AM-12PM) |
| October 4 th | <ul style="list-style-type: none">• Effie May Trail Cleanup
Tijuana River Valley (9AM-12PM) |

- October 11th
- Goat Canyon Cleanup Event
Border Field State Park (9AM-12PM)
 - Tijuana Rio Conecta Exhibition Butterfly Release
Playas de Tijuana Lighthouse (All Day)
 - Border Field Gateway Ceremony and Volunteer Appreciation Party
Monument Mesa Friendship Park (12PM-3PM)

MAYOR JANNEY encouraged the community to volunteer and to attend the ceremony at Monument Mesa Friendship Park.

ADJOURN REGULAR MEETING

MAYOR JANNEY adjourned the meeting at 7:48 p.m.

James C. Janney
Mayor

Jacqueline M. Hald, MMC
City Clerk



AGENDA ITEM NO. 2.2

STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AH*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: ADMINISTRATIVE SERVICES *DSB*
SUBJECT: RATIFICATION OF WARRANT REGISTER

EXECUTIVE SUMMARY:

Approval of the warrant register in the amount of \$1,272,309.51 and the payroll checks in the amount of \$446,402.55.

BACKGROUND:

None

ANALYSIS:

As of April 7, 2004 all large warrants above \$100,000 will be separately highlighted and explained on the staff report.

<u>Vendor:</u>	<u>Check:</u>	<u>Amount:</u>	<u>Description:</u>
San Diego County Sheriff	85547	\$ 513,006.65	Aug 2014 Law Enf Services
Just Construction Inc.	85525	\$ 139,979.98	Sep 2014 RTIP FY 11/12

The following registers are submitted for Council ratification:

<u>WARRANT #</u>	<u>DATE</u>	<u>AMOUNT</u>
<u>Accounts Payable</u>		
85381-85412	09/26/2014	\$ 88,501.34
85413-85441	10/02/2014	\$ 44,221.80
85442-85484	10/10/2014	\$ 147,253.83
85485-85493	10/16/2014	\$ 54,931.32
85494-85574	10/23/2014	\$ 937,401.22
	Sub-Total	\$1,272,309.51
<u>Payroll Checks/Direct Deposit</u>		
46195-56220	P.P.E. 09/18/14	\$ 139,862.58
46221-46247	P.P.E. 10/02/14	\$ 157,744.82
46248-46271	P.P.E. 10/16/14	\$ 148,795.15
	Sub-Total	\$ 446,402.55

TOTAL \$ 1,718,712.06

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

Warrants are issued from budgeted funds and there is no additional impact on reserves.

RECOMMENDATION:

It is respectfully requested that the City Council ratify the warrant register.

Attachments:

1. Warrant Register Backup
2. Warrant Register

City of Imperial Beach

Warrant Register Back-up
Sep 26, Oct 2, 10, 16 and 23

	Actual	Notes
PROFESSIONAL SERVICES		
SAN DIEGO COUNTY SHERIFF	\$ 515,484	August 2014 Sheriff Contract
JUST CONSTRUCTION, INC.	\$ 139,980	Transnet Funding for Street Improvement
URS CORPORATION	\$ 51,666	Tijuana River Water Quality Improvement Plan
PROJECT DESIGN CONSULTANT	\$ 35,289	Sep 2014 Palm Avenue Plan
NOLTE ASSOCIATES, INC.	\$ 32,772	Jul/Aug 2014 Alley Improvement
LANCE, SOLL & LUNGHARD LLP	\$ 24,058	2014 Audit
MISCELLANEOUS VENDOR	\$ 20,000	IB Blvd Façade Improvement
BDS ENGINEERING INC	\$ 4,500	Sep 2014 Delaware St Improvement
U.S. BANK CORPORATE PAYMENT SYSTE	\$ 3,955	ULI Luncheon, Misc. Expense
CYNTHIA TITGEN CONSULTING, INC.	\$ 1,728	Health Benefits Consultant
CHULA VISTA ANIMAL CARE FACILITY	\$ 1,240	Aug/Sep 2014 Animal Control
PARS	\$ 1,216	Jun-Aug 2014 Part Time Retirement
THYSSENKRUPP ELEVATOR CORPORATIC	\$ 801	
ATKINS NORTH AMERICA, INC.	\$ 747	
EAGLE NEWSPAPER	\$ 430	
MANAGED HEALTH NETWORK	\$ 398	
THOMAS LINDLEY	\$ 250	
MUNICIPAL EMERGENCY SERVICES, INC.	\$ 225	
IB PRINTING	\$ 187	
JACQUELINE SUE STENZEL	\$ 120	
COUNTY RECORDER	\$ 50	
ROBERTA OTERO-PETTY CASH	\$ 6	
LIABILITIES-DEPOSITS BUILDING DEPOSITS/	\$ 50,610	Developer Bond Refund
ATTORNEY SERVICES		
MCDUGAL LOVE ECKIS &	\$ 34,189	Aug/Sep 2014 Attorney Services
KANE, BALLMER & BERKMAN	\$ 12,655	Aug 2014 Attorney Services
PAYROLL EXPENSE	\$ 41,778	Payroll Liabilities, Employee Contributions
EQUIPMENT		
RDO-VERMEER, LLC	\$ 32,610	Wood Chipper
GAS & ELECTRIC (SDG&E)	\$ 32,114	
OPERATING SUPPLIES		
U.S. BANK CORPORATE PAYMENT SYSTE	\$ 15,968	
WAXIE SANITARY SUPPLY	\$ 4,320	Janitorial Supplies
ZOLL MEDICAL CORPORATION	\$ 1,833	Defibrillator Warranty
BOUND TREE MEDICAL, LLC	\$ 1,460	Plastic Gloves
PADRE JANITORIAL SUPPLIES	\$ 1,284	Janitorial Supplies
JOHN DEERE LANDSCAPES	\$ 460	
WINSTON FINANCIAL GROUP, INC	\$ 459	
TERRA BELLA NURSERY, INC.	\$ 431	
ROBERTSON INDUSTRIES, INC.	\$ 391	
CALIFORNIA COMMERCIAL ASPHALT CO	\$ 388	
GRAINGER	\$ 340	
VALLEY INDUSTRIAL SPECIALTIES, INC	\$ 304	
ATEL COMMUNICATIONS, INC.	\$ 300	
ARROWHEAD MOUNTAIN SPRING WATI	\$ 185	
ZUMAR INDUSTRIES INC.	\$ 176	
LIGHTHOUSE, INC	\$ 107	
RANCHO AUTO & TRUCK PARTS	\$ 97	
SPARKLETTTS	\$ 88	
MUNICIPAL EMERGENCY SERVICES, INC.	\$ 70	
FASTENAL	\$ 63	
AMERICAN MESSAGING	\$ 54	
OFFICE DEPOT, INC	\$ 45	
SAVMART PHARMACEUTICAL SERVICES	\$ 28	
ROBERTA OTERO-PETTY CASH	\$ 25	
TECHNICAL SERVICES		
VINYARD DOORS, INC.	\$ 4,335	Rollup Replacement Door
COUNTY OF SAN DIEGO	\$ 3,661	Aug 2014 Parking Penalty Remittance

City of Imperial Beach

Warrant Register Back-up
Sep 26, Oct 2, 10, 16 and 23

	Actual	Notes
MIKHAIL OGAWA ENGINEERING	\$ 2,568	Aug 2014 Jurisdictional Runoff Management Plan
BOYS & GIRLS CLUB OF IB	\$ 2,035	Jul/Aug 2014 Scholarships
JANI-KING OF CALIFORNIA, INC.	\$ 1,962	Janitorial Supplies
BAY CITY ELECTRIC WORKS	\$ 1,956	Maintenance Service
AZTEC LANDSCAPING INC	\$ 1,540	Sep 2014 Landscaping
CLEAN HARBORS	\$ 1,536	Aug/Sep 2014 Solid Waste
PARTNERSHIP WITH INDUSTRY	\$ 1,180	Tidelands Labor
AMS AMERICA INC	\$ 974	
FABRICATION ARTS, LLC	\$ 953	
RAPIDSCALE, INC	\$ 910	
COX COMMUNICATIONS	\$ 779	
SHARP REES-STEALY MEDICAL CNTR	\$ 734	
OCHOA ELECTRIC	\$ 668	
U.S. BANK CORPORATE PAYMENT SYSTE	\$ 302	
DATAQUICK	\$ 274	
AGRICULTURAL PEST CONTROL	\$ 190	
SOUTHWEST SIGNAL	\$ 160	
DEPARTMENT OF JUSTICE	\$ 147	
CHICK'S ELECTRIC MOTOR SV	\$ 110	
UNDERGROUND SERVICE ALERT OF	\$ 66	
RELIABLE TIRES COMPANY	\$ 56	
VEHICLE OPERATE-FUEL/OIL	\$ 24,554	SKS Inc. Fuel
CHECKING ACCOUNT TRISTAR TRUST	\$ 23,846	Risk Management/General Liability Trust Account
UTILITIES-WATER	\$ 20,246	
TEMPORARY STAFFING	\$ 18,957	6 Part time Staff
ATTORNEY SERVICES-OTHER		
MCDOUGAL LOVE ECKIS &	\$ 16,454	Aug/Sep 2014 Retainer Legal Services
MAINTENANCE & REPAIR		
U.S. BANK CORPORATE PAYMENT SYSTE	\$ 8,785	Various Maintenance Supplies
FERGUSON ENTERPRISES INC.	\$ 1,380	Sewer Department Gate Valve
PRO LINE PAINT COMPANY	\$ 332	
TERRA BELLA NURSERY, INC.	\$ 162	
VALLEY INDUSTRIAL SPECIALTIES, INC	\$ 111	
PADRE JANITORIAL SUPPLIES	\$ 84	
CONTRACTS-ELECTIONS	\$ 10,620	SD County Election Services
TRAVEL, TRAINING, MEETING	\$ 9,810	Various Travel by Staff
OTHER SERVICES & CHARGES	\$ 5,403	Office Furniture, Various Expense
BUSINESS IMPROVEMENT DIST BUSINESS II	\$ 5,253	Jul/Sep 2014 BID Fees
OFFICE SUPPLIES	\$ 4,516	
SMALL TOOLS/NON-CAPITAL	\$ 3,507	
UTILITIES-CELL PHONES	\$ 2,976	
VEHICLE OPERATE-PARTS M&O	\$ 2,951	
UTILITIES-TELEPHONE	\$ 2,918	
RENT-UNIFORMS	\$ 2,682	
POSTAGE & FREIGHT	\$ 2,579	
LIABILITIES-DEPOSITS DEVELOPER DEPOSIT	\$ 2,048	
COPIER LEASES	\$ 1,935	
EMPLOYEE RECOGNITION AWRD	\$ 1,520	
SB 1186 DISABILITY ACCESS	\$ 1,230	
FEES & LICENSES	\$ 1,010	
PRINTING SERVICES	\$ 729	
PAYROLL LIABILITIES P/R COMPUTER LOAN	\$ 646	
TRAFFIC CONTROL	\$ 510	
SECURITY & ALARM	\$ 479	
LIABILITIES-DEPOSITS DEPOSITS-G/L INSUR	\$ 433	
TRAINING & EDUCATION-MOU	\$ 406	
LIABILITIES-DEPOSITS MISCELLANOUS DEPC	\$ 326	
MEMBERSHIP DUES	\$ 325	
PEST CONTROL SERVICE	\$ 325	

City of Imperial Beach

Warrant Register Back-up
Sep 26, Oct 2, 10, 16 and 23

	Actual	Notes
ADVERTISING	\$ 320	
ACCOUNT RECEIVABLES	\$ 210	
BUSINESS LICENSE	\$ 174	
SUBSCRIBE & PUBLICATIONS	\$ 162	
BUILDING PERMITS	\$ 39	
FINANCE ADMIN FEES	\$ 30	
MISCELLANEOUS REVENUE	\$ (1,224)	
VEHICLE IMPOUND FEE	\$ (2,477)	
Grand Total	\$ 1,272,310	

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
09/26/2014	85385	U.S. BANK	1873			24,041.23	
101-3020-422.20-06	07/31/2014	FD CONTAINER TOW	2698	150239	02/2015	190.00	
101-3020-422.30-22	07/31/2014	CHAINSAW CHAIN-E39	148851	150240	02/2015	31.21	
101-1020-411.28-04	08/12/2014	INTERVIEW PANEL LUNCH	086141	150231	02/2015	114.75	
101-1020-411.28-04	08/19/2014	HALD-NOTARY RENWL/SEMINAR	6011047	150231	02/2015	448.65	
101-6030-453.30-02	08/17/2014	SR CENTER CLASS FLEX BAND	078957	150238	02/2015	9.69	
101-3020-422.30-02	08/04/2014	TOUGHBOOK MOUNTING	JAI109224	150239	02/2015	88.08	
101-3020-422.30-01	08/05/2014	FIRE ENGINEER INTERVIEW	0024-6792-3764-	150239	02/2015	27.97	
101-3020-422.30-22	08/05/2014	Q-MT MULTI-TOOL	2309	150239	02/2015	102.30	
101-3020-422.30-22	08/11/2014	Q-RES COMBO KIT	2326	150239	02/2015	32.25	
101-3020-422.30-01	08/20/2014	SHIFT CALENDARS	1071	150239	02/2015	217.00	
101-3020-422.28-09	08/12/2014	POSTAGE-ADAPTER RETURN	021485	150240	02/2015	6.95	
101-3020-422.30-02	08/19/2014	LEAD ECG CABLE	2156113	150240	02/2015	193.18	
101-3030-423.30-02	07/27/2014	LAUNDRY SOAP	073192/1582832	150244	02/2015	45.68	
101-3020-422.30-02	08/06/2014	STATION SUPPLIES	031979	150241	02/2015	164.00	
101-3020-422.30-02	08/06/2014	CARWASH SOAP	37421	150241	02/2015	34.02	
101-3020-422.30-02	08/07/2014	SPRAY PAINT-STORAGE CONTA	072266/0573441	150241	02/2015	43.89	
101-3030-423.28-04	08/27/2014	LG TRNING TRANSPORTATION	YIWBPL	150242	02/2015	672.60	
101-3030-423.30-02	08/05/2014	MEDICAL SUPPLIES	683318	150244	02/2015	89.68	
101-3030-423.30-02	08/06/2014	AED ADAPTER	167002	150244	02/2015	87.99	
101-3030-423.30-02	08/06/2014	BEACH WARNING FLAGS	71951	150244	02/2015	846.08	
101-3030-423.30-02	08/12/2014	PET CARRIERS	60826567	150244	02/2015	143.95	
101-3030-423.30-02	07/21/2014	AED HARD CASES	1621027	150245	02/2015	582.80	
101-3030-423.30-02	07/30/2014	PEIR PLAZA CAMERA	14-1448	150245	02/2015	1,170.45	
101-1010-411.29-04	08/06/2014	08/06/14 COUNCIL DINNER	070464	150236	02/2015	56.19	
101-1110-412.28-14	08/12/2014	AUG 2014 NEWSLETTER	1407838532008	150236	02/2015	30.00	
101-1010-411.29-04	08/14/2014	08/20/2014 COUNCIL DINNER	08/14/2014	150236	02/2015	75.00	
101-3030-423.30-02	08/01/2014	LG HYDRATION AID RESPONSE	671875	150243	02/2015	19.97	
101-3030-423.30-02	08/14/2014	SWIFWATER GEAR BAGS	218511	150243	02/2015	518.82	
101-3030-423.28-04	08/27/2014	LG RESCUE TRAINING TRAVEL	YHHSIB	150243	02/2015	448.40	
101-3030-423.28-01	08/14/2014	BINOCULAR REPAIR	S77567	150245	02/2015	60.00	
101-3030-423.30-02	08/15/2014	RIVER RESCUE EQ STROBE	2649	150245	02/2015	24.82	
101-3030-423.30-02	08/15/2014	RIVER RESCUR STROBES	2650	150245	02/2015	148.91	
503-1923-419.30-22	07/08/2014	VGA CABLE	105-5103335-208	150247	02/2015	29.00	
503-1923-419.30-22	07/21/2014	OUTLET STRIP/CABLES	1ZYR27320332787	150247	02/2015	94.02	
503-1923-419.30-22	07/21/2014	VIDEO MONITOR CABLE	110-5604459-276	150247	02/2015	29.25	
503-1923-419.30-22	07/21/2014	VIDEO CONVERTER ADAPTER	110-6996222-172	150247	02/2015	9.99	
503-1923-419.30-22	07/21/2014	MONITOR STANDS	961180485451793	150247	02/2015	166.89	
503-1923-419.30-22	07/21/2014	MONITOR STANDS	961180485451793	150247	02/2015	166.89	
503-1923-419.30-22	07/22/2014	VIDEO ADAPTER	110-5786006-252	150247	02/2015	9.66	
503-1923-419.30-22	07/31/2014	CABLE	3140	150247	02/2015	26.99	
503-1923-419.30-22	08/04/2014	GRAPHICS CARD	110-2112960-032	150247	02/2015	124.48	
503-1923-419.30-22	08/04/2014	MONITOR CABLES	110-2386582-468	150247	02/2015	28.74	
503-1923-419.30-22	08/06/2014	USB ADAPTER	110-6475114-691	150247	02/2015	7.99	
503-1923-419.30-22	08/11/2014	ADAPTER BATTERY	110-2358655-016	150247	02/2015	44.99	
101-1110-412.28-04	07/28/2014	HALL,A-BREAKFAST MEETING	052962	150235	01/2015	29.81	
101-3035-423.25-03	06/17/2014	JRLG UNIFORMS	29862	150246	02/2015	750.73	
101-3035-423.28-04	06/17/2014	JRLG UNIFORMS	29862	150246	02/2015	750.72	
101-1130-412.28-04	07/21/2014	CORTEZ-BREAKFAST MEETING	07-21-2014	150237	02/2015	27.12	

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
101-1130-412.28-12	07/31/2014	SHRM -HR MEMBERSHIP	0095457446	150237	02/2015	170.00	
101-1130-412.28-04	08/11/2014	INTERVIEW PANEL LUNCH	000805	150237	02/2015	76.96	
502-1922-419.29-04	08/11/2014	ERGONOMIC SUPPLIES-	222	150237	02/2015	528.16	
101-5020-432.28-04	08/14/2014	INTERVIEW PANEL REFRESHMN	031399	150237	02/2015	10.49	
101-5020-432.28-04	08/14/2014	INTERVIEW PANLE LUNCH	7762-360170	150237	02/2015	68.93	
101-3035-423.28-04	08/16/2014	JRLG CAPTAIN BANQUET	076012	150246	02/2015	108.83	
101-3035-423.30-02	08/17/2014	JRLG STORAGE UNIT	904517528	150246	02/2015	124.50	
101-3035-423.30-02	08/17/2014	JRLG STORAGE UNIT	904517529	150246	02/2015	124.50	
101-0000-209.01-03	08/01/2014	EMPLOYEE COMP LOAN-	102-7144863-928		02/2015	42.99	
101-0000-209.01-03	08/01/2014	EMPLOYEE COMP LOAN-	102-1417876-205		02/2015	226.95	
101-3070-427.30-02	07/30/2014	DIGITAL CAMERA	2677174-388477	150232	02/2015	63.69	
101-1230-413.28-04	07/31/2014	NAKAGAWA,J-PARKING FEES	39949	150234	02/2015	24.00	
101-1230-413.28-04	08/04/2014	WADE,G-WORKSHOP	EEJRVQBCU	150232	02/2015	18.00	
101-1230-413.28-04	08/18/2014	NAKAGAWA,J FUEL FOR TRAVE	5346593	150234	02/2015	33.01	
101-1230-413.28-04	08/20/2014	NAKAGAWA,J LODGING AT TRN	1000164055	150234	02/2015	258.68	
101-1230-413.28-04	08/20/2014	NAKAGAWA,J FUEL FOR TRAVE	37916	150234	02/2015	20.00	
101-1230-413.28-04	08/20/2014	NAKAGAWA,J FUEL FOR TRAVE	37918	150234	02/2015	10.00	
503-1923-419.28-01	08/13/2014	BLDG MATERIAL-MAIL ROOM	031948/4016437	150233	02/2015	104.58	
101-3040-424.28-04	08/13/2014	BLDG INTERPRETIVE MANUAL	100230916	150233	02/2015	84.39	
101-3040-424.28-01	08/18/2014	MINI MOISTURE MET	03168783	150233	02/2015	15.11	
101-1210-413.29-04	08/15/2014	CITY VEHICLE CAR WASH	152109	150248	02/2015	7.00	
101-5040-434.28-13	07/02/2014	DTSC ANNUAL FEE	07-02-2014	150252	02/2015	175.00	
601-5060-436.30-02	07/24/2014	CASAS,M SAFETY BOOTS	085421	150262	02/2015	150.00	
601-5060-436.30-22	07/30/2014	OUTLET TESTER PHONE LINE	7338095-000	150262	02/2015	21.89	
101-5010-431.30-02	07/22/2014	WORK PHONE CHARGER	40308	150263	02/2015	17.27	
101-5010-431.30-02	07/24/2014	WATER HOSE FITTINGS	049189/4190006	150263	02/2015	18.20	
101-5010-431.30-02	07/25/2014	NOLF ENTRANCE FLAGS	64415	150263	02/2015	590.98	
101-5020-432.28-04	08/12/2014	HELMER,C CASQA CONF REG	08-12-2014	150252	02/2015	260.00	
101-5020-432.28-04	08/21/2014	HELMER,C CASQA CONF RE	08-12-2014	150252	02/2015	305.00	
601-5060-436.30-02	08/13/2014	AGUIRRE,J-SAFETY BOOTS	042880	150260	02/2015	141.12	
601-5060-436.30-02	08/12/2014	P.S. BUG BOMBS	052510/5585195	150262	02/2015	20.47	
101-5010-431.30-02	08/06/2014	BIO-D SPRAYERS (30)	16706	150263	02/2015	48.49	
101-5010-431.30-02	08/18/2014	SCREWS	017479/9575024	150264	02/2015	23.73	
101-5010-431.30-02	08/19/2014	RAPID CEMENT/DRILL BIT	003244/8580720	150264	02/2015	31.71	
601-5060-436.30-02	07/22/2014	DOUBLE SIDED TAPE/MOUNTIN	020784/6570997	150261	02/2015	35.55	
601-5060-436.30-02	07/24/2014	CONCRETE ANCHORS	032001/6570999	150261	02/2015	11.75	
601-5060-436.30-02	07/24/2014	RAMOS,M SAFETY BOOTS	055205	150261	02/2015	150.00	
101-5010-431.30-02	07/22/2014	STRAIGHT EDGE/CHALK REEL	010330/6582069	150267	02/2015	15.06	
101-5020-432.30-01	07/23/2014	PLANS ADHESIVE	002-4238262-693	150267	02/2015	13.34	
101-5020-432.30-01	07/23/2014	COLORD PAPER	1410579	150267	02/2015	36.31	
101-5020-432.30-01	07/28/2014	FACIAL TISSUE	548535617	150267	02/2015	27.53	
101-1910-419.28-01	07/30/2014	SP PARK ROOF REPAIR	C13516-4	150267	02/2015	1,070.00	
101-5020-432.25-03	07/31/2014	PW TEE SHIRTS	67401	150267	02/2015	1,205.29	
101-6020-452.30-02	07/22/2014	PLAYGROUND EQUIPMENT	072114-4	150268	02/2015	249.81	
101-6020-452.30-02	07/28/2014	IRRIGATION SUPPLIES	07-28-2014	150268	02/2015	10.30	
101-5020-432.29-02	08/15/2014	FLORAL ARRANGMNT/SERRANO,	6731452	150267	02/2015	54.31	
101-6020-452.30-02	08/06/2014	IRRIGATION SUPPLIES	08-06-2014	150268	02/2015	11.10	
101-1910-419.28-01	06/15/2014	DRAIN CLEARING	20968	150251	02/2015	77.00	
101-6020-452.30-02	07/23/2014	PAINT/SPRAY PAINT/GRAFFIT	012936/5571199	150251	02/2015	45.25	
101-1910-419.28-01	07/30/2014	WATER HEATER REPAIR	21101	150251	02/2015	501.87	

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN	AMOUNT
101-6040-454.30-02	07/25/2014	LUMBER FOR PIER	005700/3020394	150257	02/2015		58.51
101-6040-454.30-02	07/27/2014	BROOMS/WHEELBARRELS	060591/1190394	150257	02/2015		265.53
101-1920-419.28-01	08/11/2014	ELECTRONIC LOCK/KEYPADS	11245	150251	02/2015		1,106.44
101-6020-452.30-02	08/13/2014	PAINT/PLASTIC DIP	056537/4585410	150251	02/2015		33.50
101-1910-419.30-02	08/02/2014	DRYWALL SUPPLIES	006277/5583816	150257	02/2015		39.15
101-1910-419.30-02	08/15/2014	WINDOW CRANKS	08-15-2014	150258	02/2015		70.00
501-1921-419.28-16	08/11/2014	#601 RADIATOR	23776652	150265	02/2015		140.40
501-1921-419.28-16	08/13/2014	#602 DOOR HINGE	116972	150265	02/2015		49.33
501-1921-419.28-16	08/15/2014	#141 REPLACEMENT FENDER	666801	150265	02/2015		202.34
501-1921-419.28-01	08/19/2014	FENDER REFINISH	08-19-2014	150265	02/2015		155.90
601-5060-436.30-02	07/30/2014	MARTINEZ, H SAFETY BOOTS	029759	150255	02/2015		150.00
101-6040-454.30-02	07/21/2014	SPRAY PAINT	014769/7570917	150256	02/2015		17.07
101-6040-454.30-02	07/21/2014	SPRAY PAINT/GLOVES	033071/7560706	150256	02/2015		38.04
101-6040-454.30-02	07/21/2014	ACETONE	033744/7581936	150256	02/2015		18.32
101-6040-454.30-02	07/31/2014	GLUE/BRUSHES/ROLLERS	037099/7562072	150256	02/2015		33.73
101-5010-431.30-02	08/11/2014	PROPANE TANKS	091463/6262067	150250	02/2015		64.70
101-6040-454.30-02	08/01/2014	ELECTRICAL CONNECTORS	013358	150256	02/2015		5.38
101-6040-454.30-02	08/01/2014	TABLE FAN	014173	150256	02/2015		28.99
101-1910-419.30-02	08/06/2014	SPRAY PAINT/SANDING DISCS	080780/1562882	150256	02/2015		29.93
101-1910-419.30-02	08/18/2014	PAINTERS TAPE/PAINT	043467/9594180	150256	02/2015		28.16
101-1910-419.30-02	08/19/2014	SANDING DISCS	013682/8564727	150256	02/2015		21.57
101-1910-419.30-02	08/19/2014	SANDING DISCS	068557/8575233	150256	02/2015		21.57
101-1910-419.30-02	08/20/2014	SANDING DISCS	026697/7564894	150256	02/2015		12.93
101-5050-435.30-02	08/19/2014	ARELLANO,W SAFETY BOOTS	013585323682	150269	02/2015		97.19
101-3020-422.28-01	07/21/2014	CLOSET SUPPLIES	012484/7027967	150253	02/2015		51.05
101-1910-419.30-02	07/23/2014	FAUCET/SOLDER/FLOOR TILE	003305/5028459	150253	02/2015		4.19
101-1910-419.30-02	07/23/2014	FAUCET/SOLDER/FLOOR TILE	003305/5028459	150253	02/2015		21.17
501-1921-419.30-02	07/23/2014	FAUCET/SOLDER/FLOOR TILE	003305/5028459	150253	02/2015		29.33
101-1910-419.30-02	07/23/2014	GATE REPAIR HINGES	65697	150253	02/2015		32.40
101-3020-422.28-01	07/24/2014	CABINET LATCHES	009054/4020093	150253	02/2015		5.80
101-1910-419.30-02	07/24/2014	FAUCET WATER LINE	010762/4020148	150253	02/2015		31.34
101-1910-419.30-02	07/30/2014	RESTROOM LIGHTBULBS	S4418148.002	150253	02/2015		81.03
101-1910-419.30-02	07/31/2014	CHAINSAW BLADES	353091	150253	02/2015		53.44
101-6040-454.30-02	08/01/2014	RECORD KEEPING BOX	034644/6583646	150253	02/2015		49.65
101-1910-419.30-02	08/04/2014	624 RESTOCK	084827/3022908	150253	02/2015		15.87
101-3020-422.28-01	08/06/2014	BUILDING CABINET SUPPLIES	085937/1043336	150253	02/2015		438.71
101-3020-422.28-01	08/11/2014	BOX PAINT	090890/6573960	150253	02/2015		81.50
101-1910-419.30-02	08/13/2014	PROJECTION SCREEN	7283	150253	02/2015		149.03
101-3020-422.28-01	08/14/2014	BUILDING CABINET SUPPLIES	024667/3010057	150253	02/2015		110.62
101-6020-452.30-02	08/18/2014	ELECTRICAL SUPPLIES	062025/9594210	150253	02/2015		200.13
601-5060-436.28-01	07/28/2014	PS #8 SANDBLAST COATING	118688	150249	02/2015		140.00
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101-5020-432.28-04	07/30/2014	RAMOS/AGUIRRE TRNG REG	110997	150249	02/2015		358.00
101-5020-432.28-04	07/30/2014	RAMOS/MARTINEZ TRNG REG	110999	150249	02/2015		250.00
101-5020-432.28-04	07/30/2014	CREDIT REG CANCELLATION	6H7300517P93260	150249	02/2015		358.00
501-1921-419.28-01	07/22/2014	#602 SMOG	50451	150266	02/2015		41.75
601-5060-436.28-13	08/13/2014	RAMOS,J/CWEA EXAM FEE	96991	150249	02/2015		165.00
601-5060-436.30-02	08/14/2014	KEYS FOR PUBLIC SAFETY	060338	150249	02/2015		10.30
501-1921-419.28-15	08/05/2014	CITY VEHICLE FUEL	7581440	150254	02/2015		7.81
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101-6040-454.30-02	07/24/2014	LUMBER/ BOLTS	092264/4020223	150259	02/2015	118.56	
101-6040-454.30-02	07/25/2014	CREDIT-RTN BOLTS/	3243998	150259	02/2015	42.93	
101-6040-454.30-02	07/29/2014	SEALANT	076860/9021365	150259	02/2015	45.23	
101-6040-454.30-02	07/29/2014	GLOVES / SEALANT	082908/9021289	150259	02/2015	125.32	
101-6040-454.30-02	07/31/2014	SEAWALL PAINT/ROLLERS/BRO	044114/7562084	150259	02/2015	181.77	
101-6040-454.30-02	08/01/2014	PIER PLAZA CHAIRS	104344	150259	02/2015	995.86	
101-1910-419.30-02	08/04/2014	SOLAR SCREEN REPLACEMENTS	8042014-8	150259	02/2015	43.20	
101-6040-454.30-02	08/05/2014	PLANTS/SOIL	003728/2191901	150259	02/2015	183.55	
101-6040-454.30-02	08/06/2014	SOIL AMENDMENT	027530/1192185	150259	02/2015	27.95	
101-6040-454.30-02	08/06/2014	PLANTS	089972/1192105	150259	02/2015	90.46	
101-6040-454.30-02	08/06/2014	CALIFORNIA UMBRELLAS	65635	150259	02/2015	503.54	
101-6040-454.30-02	08/13/2014	PAINT/ROLLERS/GLOVES/GOGG	065302/4563977	150259	02/2015	117.43	
101-6040-454.30-02	08/13/2014	PAINT/ROLLERS/GLOVES/GOGG	065302/4563977	150259	02/2015	128.83	
09/26/2014	85386	AFLAC	120			716.98	
101-0000-209.01-13	09/11/2014	PAYROLL AP PPE 9/04/14	20140911		03/2015	358.49	
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09/26/2014	85387	SOUTHCOAST HEATING & A/C	1554			806.95	
101-1910-419.21-04	09/11/2014	09/02/14 UNIT MAINTENANCE	303270	150110	03/2015	135.56	
101-1910-419.21-04	09/11/2014	09/08/14 A/C UNIT CHECK	303393	150110	03/2015	214.00	
101-1910-419.21-04	09/16/2014	09/08/14 UNIT LABOR	303378	150110	03/2015	457.39	
09/26/2014	85388	ANGEL ZACARIAS	4			3,100.00	
101-0000-221.01-05	09/18/2014	636 11TH ST BOND REFUND	TEP 14-45		03/2015	3,100.00	
09/26/2014	85389	ATKINS NORTH AMERICA, INC.	2455			747.20	
202-5016-531.20-06	09/17/2014	DEC-AUG 2014 ST IMPRVMT	1202584	130820	03/2015	747.20	
09/26/2014	85390	BOYS & GIRLS CLUBS OF SOUTH CO	489			2,035.00	
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601-5060-436.27-02	09/18/2014	1015-210019401916 AUG 14	10-10-2014		02/2015	6.56	
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101-5010-431.27-02	09/18/2014	1015-210019531626 AUG 14	10-10-2014		02/2015	17.72	
101-6020-452.27-02	09/18/2014	1015-210019176333 AUG 14	10-10-2014		02/2015	95.72	
101-5010-431.27-02	09/18/2014	1015-210019535857 AUG 14	10-10-2014		02/2015	40.01	
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101-1910-419.27-02	09/17/2014		1015-210019335347 AUG 14	10-09-2014		02/2015	548.40
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101-6020-452.27-02	09/17/2014		1015-210019335248 AUG 14	10-09-2014		02/2015	2,534.36
101-6020-452.27-02	09/17/2014		1015-210019335682 AUG 14	10-09-2014		02/2015	21.98
101-6020-452.27-02	09/17/2014		1015-210019335774 AUG 14	10-09-2014		02/2015	119.35
101-6020-452.27-02	09/12/2014		1015-210019748080 AUG 14	10-06-2014		02/2015	6.56
101-6020-452.27-02	09/12/2014		1015-210019749625 AUG 14	10-06-2014		02/2015	6.56
101-5010-431.27-02	09/04/2014		1015-210019357057 AUG 14	09-26-2014		02/2015	74.60
601-5060-436.27-02	09/10/2014		1015-210020125977 AUG 14	10-02-2014		02/2015	16.40
09/26/2014	85392	CLEAN HARBORS	913				702.00
101-5040-434.21-04	09/03/2014		AUG 2014	1000597235	150023	03/2015	702.00
09/26/2014	85393	COLONIAL LIFE & ACCIDENT	941				100.18
101-0000-209.01-13	09/11/2014		PAYROLL AP PPE 9/04/14	20140911		03/2015	50.09
101-0000-209.01-13	09/25/2014		PAYROLL AP PPE 9/18/14	20140925		03/2015	50.09
09/26/2014	85394	CONSTANT CONTACT, INC.	2615				306.00
101-1010-411.29-04	09/03/2014		2014/2015 MONTHLY NEWSLTR	MVIMZBLAB24614	150282	03/2015	306.00
09/26/2014	85395	FIRE ETC	924				2,018.47
101-3020-422.30-22	09/03/2014		SHOVELS/HYDRANT KEY/FIRE	65850	150218	03/2015	1,324.03
101-3020-422.30-22	09/09/2014		FIRE HOOKS/TOOLS	66141	150218	03/2015	429.84
101-3020-422.30-22	09/11/2014		FIRE BOOTS	66239	150218	03/2015	264.60
09/26/2014	85396	GCR TIRE CENTERS	1702				1,742.26
501-1921-419.28-16	08/27/2014		TIRES	832-31448	150042	02/2015	1,742.26
09/26/2014	85397	HUDSON SAFE-T LITE RENTALS	2382				294.30
101-5010-431.21-23	09/18/2014		STREET SIGNS	00025810	150062	03/2015	294.30
09/26/2014	85398	I B FIREFIGHTERS ASSOCIATION	214				420.00
101-0000-209.01-08	09/25/2014		PAYROLL AP PPE 9/18/14	20140925		03/2015	420.00
09/26/2014	85399	ICMA RETIREMENT TRUST 457	242				5,483.84
101-0000-209.01-10	09/25/2014		PAYROLL AP PPE 9/18/14	101854191		03/2015	5,483.84
09/26/2014	85400	JOE B SULLANO	2				30.25
101-0000-344.76-03	09/15/2014		REFUND LATE FEE 0002657	2048		03/2015	30.25
09/26/2014	85401	KANE, BALLMER & BERKMAN	1828				12,654.51
303-1250-413.20-01	09/03/2014			20525		02/2015	1,813.75
303-1250-413.20-01	09/03/2014			20524		02/2015	4,946.38
217-5000-532.20-01	09/03/2014			20527		02/2015	110.00
303-1250-413.20-01	09/03/2014			20530		02/2015	224.13
303-1250-413.20-01	09/03/2014			20528		02/2015	127.53
303-1250-413.20-01	09/03/2014			20554		02/2015	407.69
303-1250-413.20-01	09/03/2014			20529		02/2015	5,025.03

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09/26/2014	85403	OFFICE DEPOT, INC	1262				245.86
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101-3020-422.30-01	09/09/2014	CREDIT- STACK CUBE	728189250001	150000	03/2015		12.11-
101-3020-422.30-01	09/09/2014	MISC OFFICE SUPPLIES	728726831001	150000	03/2015		77.44
101-3020-422.30-01	09/10/2014	TONER CARTRIDGE	728726920001	150000	03/2015		106.87
101-1020-411.30-01	09/12/2014	MAGNIFIER/COLOR TABS	729359229001	150000	03/2015		29.57
09/26/2014	85404	OFFICETEAM	1266				1,966.70
101-1020-411.21-01	09/09/2014	W/E 09/05/14 CARBALLO,S	41221914	150117	03/2015		858.70
101-1020-411.21-01	09/15/2014	W/E 09/12/14 CARBALLO,S	41252137	150117	03/2015		1,108.00
09/26/2014	85405	PITNEY BOWES	1369				2,519.99
101-1920-419.28-09	09/07/2014	POSTAGE MACHINE FUNDS REF	09-07-2014	F15049	03/2015		2,519.99
09/26/2014	85406	PROJECT DESIGN CONSULTANT	65				13,142.08
401-1230-413.20-06	09/12/2014	AUG 2014 PALM AVE MIXED	84962	140823	02/2015		13,142.08
09/26/2014	85407	ROBERT STABENOW	199				25.00
101-3030-423.28-04	09/03/2014	REIMBURSE IBLA DUES/PER	674111		03/2015		25.00
09/26/2014	85408	SEIU LOCAL 221	1821				1,540.22
101-0000-209.01-08	09/11/2014	PAYROLL AP PPE 9/04/14			03/2015		14.72
101-0000-209.01-08	09/25/2014	PAYROLL AP PPE 9/18/14	20140925		03/2015		1,525.50
09/26/2014	85409	US BANK	2458				2,200.48
101-0000-209.01-20	09/11/2014	PAYROLL AP PPE 9/04/14			03/2015		13.94
101-0000-209.01-20	09/25/2014	PAYROLL AP PPE 9/18/14	20140925		03/2015		2,186.54
09/26/2014	85410	VERIZON WIRELESS	2317				1,373.63
101-5020-432.27-05	09/08/2014	08/09/14-09/08/14	9731690774		02/2015		658.71
101-3040-424.27-05	09/08/2014	08/09/14-09/08/14	9731690774		02/2015		48.81
101-3020-422.27-05	09/08/2014	08/09/14-09/08/14	9731690774		02/2015		136.52
101-3030-423.27-05	09/08/2014	08/09/14-09/08/14	9731690774		02/2015		176.68
101-3070-427.27-05	09/08/2014	08/09/14-09/08/14	9731690774		02/2015		49.00
101-1230-413.27-05	09/08/2014	08/09/14-09/08/14	9731690774		02/2015		38.01
503-1923-419.27-05	09/08/2014	08/09/14-09/08/14	9731690774		02/2015		255.26
503-1923-419.27-05	09/08/2014	08/09/14-09/08/14	9731690774		02/2015		10.64
09/26/2014	85411	WAXIE SANITARY SUPPLY	802				1,034.80
101-6040-454.30-02	09/08/2014	JANITORIAL SUPPLIES	74809514	150011	03/2015		890.16
101-6040-454.30-02	09/10/2014	JANITORIAL SUPPLIES	74814041	150011	03/2015		144.64
09/26/2014	85412	WEST GROUP CTR	826				131.58
101-1020-411.28-14	09/01/2014	AUG 2014	830220349	150217	02/2015		131.58
10/02/2014	85413	AGRICULTURAL PEST CONTROL	123				190.00
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502-1922-419.29-04	08/14/2014	HR WORKSTATION		08-14-2014	150230	02/2015	2,297.16
10/02/2014	85415	AT&T	2430				2,870.92
503-1923-419.27-04	09/20/2014	3372571583448		5770805		03/2015	357.92
503-1923-419.27-04	09/20/2014	3393431504727		5769227		03/2015	178.97
503-1923-419.27-04	09/20/2014	3393439371447		5771879		03/2015	178.97
503-1923-419.27-04	09/20/2014	3393442323406		5772186		03/2015	178.97
101-1210-413.27-04	09/17/2014	6194235034		5761356		03/2015	17.51
101-3020-422.27-04	09/17/2014	6194237246664		5760592		03/2015	.68
101-5020-432.27-04	09/15/2014	6194238311966		5756942		03/2015	5.09
101-3030-423.27-04	09/15/2014	6194238322966		5756943		03/2015	3.49
503-1923-419.27-04	09/11/2014	6194243481712		5736932		03/2015	17.03
101-1230-413.27-04	09/17/2014	6196281356950		5760595		03/2015	9.55
101-1920-419.27-04	09/17/2014	6196282018442		5760601		03/2015	.10
601-5060-436.27-04	09/15/2014	C602221236777		5756934		03/2015	19.01
101-1920-419.27-04	09/15/2014	C602224829777		5757993		03/2015	105.98
101-1110-412.27-04	09/15/2014	C602224831777		5757995		03/2015	139.49
101-1020-411.27-04	09/15/2014	C602224832777		5757996		03/2015	62.34
101-1230-413.27-04	09/15/2014	C602224833777		5757997		03/2015	283.94
101-1130-412.27-04	09/15/2014	C602224834777		5757998		03/2015	49.28
101-1210-413.27-04	09/15/2014	C602224835777		5757999		03/2015	202.24
101-6030-453.27-04	09/15/2014	C602224836777		5758000		03/2015	78.62
101-6010-451.27-04	09/15/2014	C602224837777		5758001		03/2015	.31
101-3020-422.27-04	09/15/2014	C602224838777		5758002		03/2015	307.13
101-3030-423.27-04	09/15/2014	C602224839777		5758003		03/2015	211.54
101-5020-432.27-04	09/15/2014	C602224840777		5758004		03/2015	301.75
601-5060-436.27-04	09/15/2014	C602224841777		5758005		03/2015	161.01
10/02/2014	85416	BAY CITY ELECTRIC WORKS	369				750.00
601-5060-436.21-04	07/26/2014	GEN SERVICE MAINTENANCE		W129327	150091	01/2015	350.00
601-5060-436.21-04	07/28/2014	GEN 148 SERVICE MAINT		W129380	150091	01/2015	400.00
10/02/2014	85417	BOUND TREE MEDICAL, LLC	485				1,459.69
101-6040-454.30-02	09/09/2014	PROTECTIVE GLOVES		81539614	150181	03/2015	1,459.69
10/02/2014	85418	COUNTY OF SAN DIEGO	1055				3,660.50
101-3010-421.21-04	08/31/2014	AUG 2014 PARKING PENALTY		08/14		02/2015	3,660.50
10/02/2014	85419	CRAIG WEAVER	1088				406.00
101-3020-422.29-01	08/15/2014	REIMBURSE RECERTIFICATION		74E63599KH78444		03/2015	189.00
101-3020-422.29-01	07/30/2014	REIMBURSE EMT LICENSE		07-30-2014		03/2015	200.00
101-3020-422.29-01	08/26/2014	REIMBURSE COUNTY EMS FEES		021577		03/2015	17.00
10/02/2014	85420	EL TAPATIO INC	1407				138.73
101-1130-412.28-04	09/12/2014	09/11/14 WORKSHOP REFRESH		10251	F15044	03/2015	138.73
10/02/2014	85421	FABRICATION ARTS, LLC	2620				953.19
101-5010-431.21-04	09/10/2014	SURFBOARD PLAQUES ON PALM		1109	F15047	03/2015	953.19

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10/02/2014	85422	FERGUSON ENTERPRISES INC.	#108 915					1,379.64
601-5060-436.28-01	09/16/2014	MUELLER GATE VALVE	0488373	150046	03/2015			693.00
601-5060-436.28-01	09/17/2014	MUELLER GATE VALVE	0488376	150046	03/2015			686.64
10/02/2014	85423	GO-STAFF, INC.	2031					5,500.51
101-1210-413.21-01	09/16/2014	W/E 09/14/14 FERGUSON,N	130579	150072	03/2015			978.12
503-1923-419.21-01	09/16/2014	W/E 09/14/14 PIEDRA,M	130580	150108	03/2015			448.00
101-1230-413.21-01	09/16/2014	W/E 09/14/14 LOPEZ,L	130578	150113	03/2015			1,287.00
101-3020-422.21-01	09/09/2014	W/E 09/07/14 MEDLEY,A	130226	150168	03/2015			272.84
101-1210-413.21-01	09/23/2014	W/E 09/21/14 FERGUSON,N	130949	150072	03/2015			800.28
101-1230-413.21-01	09/23/2014	W/E 09/21/14 LOPEZ,L	130946	150113	03/2015			1,023.75
503-1923-419.21-01	09/23/2014	W/E 09/21/14 PIEDRA,M	130950	150108	03/2015			448.00
101-3020-422.21-01	09/23/2014	W/E 09/21/14 MEDLEY,A	130947	150168	03/2015			242.52
10/02/2014	85424	GRAINGER	1051					339.94
101-1910-419.30-02	09/10/2014	PHOTOCONTROL TURN-LOCK	9538688731	150007	03/2015			85.66
101-1910-419.30-02	09/10/2014	FLUORESCENT LAMPS	9538688749	150007	03/2015			87.64
101-1910-419.30-02	09/11/2014	BALLAST/FLUORESCENT LAMP	9540745388	150007	03/2015			166.64
10/02/2014	85425	IB PRINTING	2239					186.84
101-1110-412.20-06	07/18/2014	BANNERS	1-07181	F15046	01/2015			105.84
101-1110-412.20-06	08/20/2014	IB MAPS/BROCHURES	1-08201	F15045	02/2015			81.00
10/02/2014	85426	JANI-KING OF CALIFORNIA, INC.	2042					1,961.64
101-1910-419.21-04	09/18/2014	JUL 2014 CONTRACT CANCELL	SDO07140531	F15050	03/2015			1,961.64
10/02/2014	85427	JOHN DEERE LANDSCAPES	1986					26.28
101-6020-452.30-02	09/09/2014	PRESSURE REQU STAPLES TIE	69566690	150025	03/2015			26.28
10/02/2014	85428	MANAGED HEALTH NETWORK	2432					397.60
101-1130-412.20-06	09/16/2014	OCT 2014	3200061781	150174	03/2015			397.60
10/02/2014	85429	MARK GREENMAN	2					200.00
101-0000-121.00-00	09/24/2014	CE FINE DISMISSED	6571		03/2015			200.00
10/02/2014	85430	OFFICE DEPOT, INC	1262					47.23
101-1230-413.30-01	09/15/2014	FILE FOLDERS/ENVELOPES	729657943001	150000	03/2015			52.66
101-1230-413.30-01	09/15/2014	CORRECTION TAPE	729658235001	150000	03/2015			7.19
101-1130-412.28-11	09/16/2014	MORENO,N-BUSINESS CARDS	729040568001	150000	03/2015			44.09
101-1210-413.30-01	09/17/2014	FAN/SCREEN CLEANING WIPES	730390570001	150000	03/2015			37.23
101-1210-413.30-01	09/17/2014	USB CORD	730391033001	150000	03/2015			10.75
101-1210-413.30-01	09/18/2014	USB CORD	730391034001	150000	03/2015			6.43
101-1110-412.30-01	09/12/2014	INDEX TABS	729314222001	150000	03/2015			10.69
101-1010-411.30-02	09/16/2014	DOCUMENT FRAMES	730114493001	150000	03/2015			27.22
101-1020-411.30-01	08/21/2014	CR SCREEN PROJECTOR	725163918001	150000	02/2015			149.03
10/02/2014	85431	PRINCIPAL FINANCIAL GROUP	2414					3,919.77
101-0000-209.01-14	09/11/2014	PAYROLL AP PPE 9/04/14	20140911		03/2015			624.89
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101-0000-209.01-16	09/25/2014	PAYROLL AP PPE 9/18/14	20140925		03/2015	617.57	
101-0000-209.01-21	09/25/2014	PAYROLL AP PPE 9/18/14	20140925		03/2015	717.53	
101-0000-209.01-16	09/28/2014	SEP 2014 BASIC LIFE/AD&D/	SEP 2014		03/2015	.21-	
10/02/2014	85432	RANCHO AUTO & TRUCK PARTS	1685			372.59	
501-1921-419.28-16	09/03/2014	OIL FILTERS/GREASE	7693-204895	150014	03/2015	18.51	
501-1921-419.28-16	09/11/2014	OIL/FUEL FILTERS	7693-205690	150014	03/2015	64.71	
101-6040-454.30-02	09/11/2014	TERRACAIF DEF/SOLVENT	7693-205707	150014	03/2015	96.75	
501-1921-419.28-16	09/17/2014	OIL/AIR FILTERS	7693-206305	150014	03/2015	79.69	
501-1921-419.28-16	09/24/2014	#113 ROTEX	7693-206971	150014	03/2015	149.46	
501-1921-419.28-16	09/24/2014	AIR FILTERS/KWIK CONNECT	7693-206996	150014	03/2015	26.11	
501-1921-419.28-16	09/25/2014	CREDIT CORE RETURN	7693-207101	150014	03/2015	62.64-	
10/02/2014	85433	RAPID SCALE, INC	2591			910.35	
503-1923-419.21-04	09/30/2014	SEP 2014 CLOUDMAIL HOST	3348	150191	03/2015	910.35	
10/02/2014	85434	ROBERTSON INDUSTRIES, INC.	1936			391.11	
101-5010-431.30-02	09/17/2014	CITY HALL CURB PROJECT	423595	150065	03/2015	391.11	
10/02/2014	85435	SHARP REES-STEALY MEDICAL	CNTR 390			734.00	
101-1130-412.21-04	09/16/2014	SEP 2014 PRE-EMPLOYMENT	276	150271	03/2015	734.00	
10/02/2014	85436	SKS INC.	412			10,330.53	
501-1921-419.28-15	09/18/2014	1082 GALLONS REG FUEL	1264964-IN	150041	03/2015	3,629.11	
501-1921-419.28-15	09/24/2014	497 GAL DIESEL FUEL	1265107-IN	150041	03/2015	1,669.57	
501-1921-419.28-15	09/24/2014	1489 GAL REGULAR FUEL	1265108-IN	150041	03/2015	5,031.85	
10/02/2014	85437	SPARKLETTS	2341			36.04	
101-1210-413.30-01	09/20/2014	SEP 2014	10552239 092014	150193	03/2015	36.04	
10/02/2014	85438	THOMAS LINDLEY	651			250.00	
101-3020-422.20-06	09/22/2014	09/27/2014 ELM/SEACOAST	09-22-2014		03/2015	250.00	
10/02/2014	85439	THOMAS SANTOS	2209			58.94	
101-3020-422.30-01	09/26/2014	REIMBURSE WATER PURCHASE	155401		03/2015	58.94	
10/02/2014	85440	VINYARD DOORS, INC.	2401			4,335.00	
504-1924-419.21-04	09/24/2014	ROLL UP DOOR REPLACEMENT	88054	150223	03/2015	4,335.00	
10/02/2014	85441	WBALDO ARELLANO	2621			117.60	
101-5020-432.28-04	09/15/2014	REIMBURSE MILEAGE	09-15-2014		03/2015	117.60	
10/10/2014	85442	ARROWHEAD MOUNTAIN SPRING	WATE 1340			185.39	
101-5020-432.30-02	09/23/2014	SEP 2014	04I0026726646	150183	03/2015	147.60	
101-1010-411.30-02	09/23/2014	SEP 2014	04I0031149578	150175	03/2015	37.79	
10/10/2014	85443	BDS ENGINEERING INC	372			4,500.00	
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101-5010-431.30-02	09/18/2014	2.19 TONS EAGLE PROJECT	143555	150031	03/2015			149.01
10/10/2014	85445	CALIFORNIA AMERICAN WATER	612					1,764.46
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101-5010-431.27-02	10/02/2014	1015-210019359015 SEP 14	10-24-2014		03/2015			21.98
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101-5010-431.27-02	10/02/2014	1015-210019278093 SEP 14	10-24-2014		03/2015			33.12
101-5010-431.27-02	10/02/2014	1015-210019482014 SEP 14	10-24-2014		03/2015			208.49
101-3030-423.27-02	10/02/2014	1015-210019276868 SEP 14	10-24-2014		03/2015			110.82
101-5010-431.27-02	10/02/2014	1015-210019278895 SEP 14	10-24-2014		03/2015			21.98
101-5010-431.27-02	10/02/2014	1015-210019279782 SEP 14	10-24-2014		03/2015			21.98
101-5010-431.27-02	10/02/2014	1015-210019357057 SEP 14	10-24-2014		03/2015			57.87
101-5010-431.27-02	10/02/2014	1015-210019481684 SEP 14	10-24-2014		03/2015			21.98
101-6040-454.27-02	10/02/2014	1015-210019027905 SEP 14	10-24-2014		03/2015			342.23
303-1250-413.29-04	09/23/2014	1015-210021114451 AUG 14	10-15-2014		02/2015			16.40
10/10/2014	85446	CHRISTIAN BENDER	4					5,526.00
101-0000-221.01-05	09/26/2014	BOND REFUND 1030 10TH ST	TEP 14-44		03/2015			5,526.00
10/10/2014	85447	CHRISTOPHER SEFCIK	2442					195.59
101-3030-423.28-04	09/19/2014	REIMBURSE TRAINING COURSE	09-19-2014		04/2015			66.00
101-3030-423.25-03	09/30/2014	REIMBURSE UNIFORM PANTS	230669		04/2015			75.59
101-3030-423.28-04	09/15/2014	REIMBURSE EMT CERT FEES	021918		04/2015			54.00
10/10/2014	85448	CVA SECURITY	797					185.00
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101-1910-419.20-23	10/01/2014	OCT 2014 -2698	30560	150076	04/2015			30.00
101-1910-419.20-23	10/01/2014	OCT 2014 -314	30576	150076	04/2015			30.00
101-1910-419.20-23	10/01/2014	OCT 2014 -314 PW	30588	150076	04/2015			40.00
101-1910-419.20-23	10/01/2014	OCT 2014 2089	30743	150076	04/2015			30.00
10/10/2014	85449	CHULA VISTA ANIMAL CARE FACILI	2599					1,240.20
101-3050-425.20-06	09/26/2014	AUG 2014 A/C AFTER HOURS	AUG 2014	150214	02/2015			489.55
101-3050-425.20-06	10/03/2014	SEP 2014 A/C CALLBACK/OT	10-03-2014	150214	03/2015			750.65
10/10/2014	85450	CLEAN HARBORS	913					833.50
101-5040-434.21-04	09/30/2014	SEP 2014	1000641845	150023	03/2015			833.50
10/10/2014	85451	CORONADO BREWING	4					7,098.00
101-0000-221.01-05	09/24/2014	BOND REFUND 875 SEACOAST	TEP 14-16		03/2015			7,098.00
10/10/2014	85452	COX COMMUNICATIONS	1073					637.62
503-1923-419.21-04	09/26/2014	09/25-10/24 3110039780701	10-16-2014	150087	03/2015			600.00
503-1923-419.29-04	10/01/2014	10/01-10/31 3110015533201	10-22-2014	150087	04/2015			37.62
10/10/2014	85453	CWEA-SDS	1855					90.00
101-5020-432.28-04	10/08/2014	AGUIRRE,J/RAMOS,M 11/06/1	11-06-2014	F15059	04/2015			90.00

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101-3070-427.21-04	10/01/2014	SEP 2014	B1-2333583	150201	04/2015			246.50
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101-0000-371.83-09	09/30/2014	JUL-SEP 2014 FEES COLLECT	09-30-2014		03/2015			1,223.75
101-0000-371.83-03	09/30/2014	JUL-SEP 2014 FEES COLLECT	09-30-2014		03/2015			1,223.75-
101-0000-371.83-09	09/30/2014	JUL-SEP 2014 FEES COLLECT	09-30-2014		03/2015			5.53
10/10/2014	85457	DUNLAP ROOFING	2					325.98
101-0000-221.01-03	09/26/2014	REFUND OVERPAYMENT	2296		03/2015			325.98
10/10/2014	85458	FASTENAL	909					63.16
101-6040-454.30-02	10/06/2014	S/S SET SCREWS	CACHU38446	150006	04/2015			17.14
101-6040-454.30-02	07/17/2014	TPR TAP/BOTTOM TAP	CACHU37023	150006	01/2015			46.02
10/10/2014	85459	FEDERAL EXPRESS CORP.	911					51.61
101-1230-413.28-09	10/03/2014	09/25/14 STATE OF CALIFOR	2-801-53508	150114	04/2015			51.61
10/10/2014	85460	FIDELITY SECURITY LIFE INSURAN	2476					246.34
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101-0000-209.01-18	09/25/2014	PAYROLL AP PPE 9/18/14	20140925		03/2015			119.05
101-0000-209.01-18	11/01/2014	NOV 2014 VISION INSURANCE	NOV 2014		05/2015			8.41
101-0000-209.01-18	11/01/2014	NOV 2014 VISION INSURANCE	NOV 2014		05/2015			.17-
10/10/2014	85461	GOLD COAST CUSTOM BUILDERS INC	4					6,810.00
101-0000-221.01-05	10/01/2014	BOND REFUND 964 8TH STREE	TEP 14-40		04/2015			6,810.00
10/10/2014	85462	I LOVE A CLEAN SAN DIEGO	278					750.00
101-5040-434.29-04	09/08/2014	AUG 2014 EDU PRESENTATION	14-3635	150340	03/2015			750.00
10/10/2014	85463	IB BUSINESS IMPROVEMENT DISTRI	487					5,253.00
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10/10/2014	85464	IPMA/ SAN DIEGO CHAPTER	402					65.00
101-1130-412.28-04	10/08/2014	CORTEZ/MORENO SD-IPMA MEE	10-16-2014	F15057	04/2015			65.00
10/10/2014	85465	JACQUELINE SUE STENZEL	2491					120.00
101-6030-453.20-06	09/26/2014	SEP 2014 SR YOGA	15	150228	03/2015			120.00
10/10/2014	85466	MCDUGAL LOVE ECKIS &	862					24,067.79
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101-1220-413.20-01	08/31/2014		86561		02/2015			1,192.14
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101-1220-413.20-01	08/31/2014		86566	02/2015 173.40
101-1220-413.20-01	08/31/2014		86638	02/2015 1,495.59
101-1220-413.20-02	08/31/2014		86562	150116 03/2015 8,227.00
10/10/2014	85467	MUNICIPAL EMERGENCY SERVICES	2434	295.09
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101-3020-422.20-06	08/19/2014	MASK FIT TESTING	00550093_SNV	150342 02/2015 225.00
10/10/2014	85468	OFFICETEAM	1266	
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10/10/2014	85469	ONE SOURCE DISTRIBUTORS	1071	
101-5010-431.21-23	09/12/2014	STREET LIGHT PHOTO CELLS	S4465009.001	150010 03/2015 45.67
10/10/2014	85470	PADRE JANITORIAL SUPPLIES	1430	
101-1910-419.30-02	09/15/2014	JANITORIAL SUPPLIES	361811	150020 03/2015 462.10
101-3030-423.28-01	08/15/2014	JANITORIAL SUPPLIES	360453-1	150020 02/2015 83.55
10/10/2014	85471	PARTNERSHIP WITH INDUSTRY	1302	
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101-6040-454.21-04	09/15/2014	P/E 09/15/2014	GS05658	150119 03/2015 354.09
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601-5060-436.20-23	09/18/2014	OCT 2014	99971253	150090 03/2015 293.50
10/10/2014	85473	PRUDENTIAL OVERALL SUPPLY	72	
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101-5020-432.25-03	10/08/2014	10/08/14 PW UNIFORMS	30450135	150077 04/2015 137.02
10/10/2014	85474	SAVMART PHARMACEUTICAL SERVICE	1687	
101-3020-422.30-02	08/05/2014	MIDAZOLAM	584554	150334 02/2015 28.10
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101-5010-431.27-01	10/01/2014	3062 843 3719 08/27-09/29	10-16-2014	03/2015 614.49
101-5010-431.27-01	10/01/2014	3448 930 9646 08/27-09/29	10-16-2014	03/2015 11.49
101-5010-431.27-01	10/01/2014	5153 272 6717 08/27-09/29	10-16-2014	03/2015 7.79
101-5010-431.27-01	09/29/2014	5280 340 6641 08/25-09/25	10-14-2014	03/2015 12.00
101-5010-431.27-01	09/29/2014	5576 188 0541 08/25-09/25	10-14-2014	03/2015 82.93
601-5060-436.27-01	09/30/2014	8773 823 6424 08/26-09/28	10-15-2014	03/2015 7.79
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101-5010-431.27-01	10/02/2014	0824 329 2041 08/28-09/30	10-17-2014		03/2015	302.43
101-6020-452.27-01	10/02/2014	2081 689 1273 08/28-09/30	10-17-2014		03/2015	369.52
101-6010-451.27-01	10/02/2014	2081 692 3399 08/28-09/30	10-17-2014		03/2015	12.60
101-6020-452.27-01	10/02/2014	2083 847 9032 08/28-09/30	10-17-2014		03/2015	103.20
101-5010-431.27-01	10/01/2014	2741 969 9359 08/31-09/30	10-16-2014		03/2015	167.93
215-6026-452.27-01	10/01/2014	2819 871 6315 08/31-09/30	10-16-2014		03/2015	2,060.95
101-6010-451.27-01	10/02/2014	3206 700 9265 08/28-09/30	10-17-2014		03/2015	72.50
101-6020-452.27-01	10/02/2014	5456 692 8951 08/28-09/30	10-17-2014		03/2015	36.59
101-6020-452.27-01	10/02/2014	6921 003 2109 08/28-09/30	10-17-2014		03/2015	361.07
101-5010-431.27-01	10/02/2014	7706 795 7872 08/28-09/30	10-17-2014		03/2015	10.96
101-6020-452.27-01	10/02/2014	9327 898 1346 08/28-09/30	10-17-2014		03/2015	418.60
101-6010-451.27-01	10/02/2014	9956 693 6272 08/28-09/30	10-17-2014		03/2015	175.60
10/10/2014	85476	SHAWNA MEYER	2			21.00
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10/10/2014	85477	SOUTHWEST SIGNAL SERVICE	488			160.00
101-5010-431.21-04	09/30/2014	SEP 2014	51678	150032	03/2015	160.00
10/10/2014	85478	TERRA BELLA NURSERY, INC.	1946			485.44
101-6040-454.30-02	09/30/2014	MUHLENGERGIA RIGENS	129279	150028	03/2015	323.46
101-6020-452.28-01	08/27/2014	LIQUIDAMBAR STYRACIFLUA	127144	150028	02/2015	161.98
10/10/2014	85479	THYSSENKRUPP ELEVATOR CORPORAT	663			801.07
101-3030-423.20-06	10/01/2014	OCT-DEC 2014 MAINT	3001317589	150083	04/2015	801.07
10/10/2014	85480	TRISTAR RISK MANAGEMENT	2617			18,745.00
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601-5060-436.21-04	10/01/2014	SEP 2014	920140330	150089	03/2015	66.00
10/10/2014	85482	URS CORPORATION	2550			51,665.61
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101-5050-540.20-06	08/19/2014	P/E 08/08/14 WQIP TJRIVER	5980554	150277	02/2015	20,878.25
101-5050-540.20-06	06/25/2014	P/E 06/06/14 WQIP TJRIVER	5927490	150277	01/2015	10,264.97
10/10/2014	85483	WAXIE SANITARY SUPPLY	802			1,774.00
101-6040-454.30-02	09/17/2014	JANITORIAL SUPPLIES	74829243	150011	03/2015	353.17
101-6040-454.30-02	09/22/2014	JANITORIAL SUPPLIES	74837378	150011	03/2015	1,420.83
10/10/2014	85484	ZUMAR INDUSTRIES INC.	875			176.20
101-3030-423.30-02	06/19/2014	STREET SIGNS	0153067	150012	01/2015	176.20
10/16/2014	85485	GO-STAFF, INC.	2031			7,071.31
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101-1230-413.21-01	09/30/2014	W/E 09/28/14 LOPEZ,L	131330	150113	03/2015	1,287.00

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503-1923-419.21-01	10/07/2014	W/E 10/05/14 PIEDRA,M	131737	150108	04/2015		448.00
503-1923-419.21-01	09/30/2014	W/E 09/28/14 PIEDRA,M	131334	150108	03/2015		672.00
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601-5060-436.21-01	09/30/2014	W/E 09/28/14 ROBLES, F	131332	150279	03/2015		753.72
10/16/2014	85486	I B FIREFIGHTERS ASSOCIATION	214				420.00
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10/16/2014	85487	ICMA RETIREMENT TRUST 457	242				5,513.34
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10/16/2014	85488	OFFICE DEPOT, INC	1262				332.35
101-5020-432.30-01	09/18/2014	SHEET PROTECTOR/MISC SUPP	730530474001	150000	03/2015		47.14
101-5020-432.30-01	09/18/2014	BATTERIES	730530622001	150000	03/2015		14.10
101-5020-432.30-01	09/23/2014	SERRANO,A BUSINESS CARDS	730412295001	150000	03/2015		44.09
101-1020-411.30-01	09/16/2014	DIVIDER TABS/LYSOL WIPES	730084011001	150000	03/2015		55.83
101-1020-411.30-01	09/22/2014	USB DRIVE	730776388001	150000	03/2015		20.08
101-1020-411.30-01	09/25/2014	CREDIT FOR USB DRIVE	731582000001	150000	03/2015		20.08
101-1020-411.30-01	09/25/2014	USB DRIVE	731582816001	150000	03/2015		26.09
101-1010-411.29-04	09/30/2014	ENVELOPES/WATER/TABLECOVR	732712206001	150000	03/2015		19.76
101-1130-412.30-01	09/30/2014	ENVELOPES/WATER/TABLECOVR	732712206001	150000	03/2015		88.77
101-1020-411.30-01	09/22/2014	BATTERIES/CALCULATOR/TAPE	730777426001	150000	03/2015		12.56
101-1130-412.30-01	09/22/2014	BATTERIES/CALCULATOR/TAPE	730777426001	150000	03/2015		6.45
101-1230-413.30-02	09/22/2014	BATTERIES/CALCULATOR/TAPE	730777426001	150000	03/2015		17.56
10/16/2014	85489	RDO-VERMEER, LLC	2606				32,609.78
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10/16/2014	85490	ROBERTA OTERO-PETTY CASH	2229				287.81
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101-5020-432.28-04	07/08/2014	PW QUARTERLY APPRECIATION	07-08-2014		04/2015		16.95
601-5060-536.20-06	07/30/2014	EASMENT MAPS	323750620140730		04/2015		6.00
601-5060-436.28-13	08/16/2014	CASAS, MANUEL CLASS B LIC	194913		04/2015		41.00
101-5020-432.29-02	08/15/2014	SERRANO,N GET WELL CARD	1753154		04/2015		5.07
101-5020-432.30-01	09/26/2014	POSTER BOARD-MAPS	9632		04/2015		55.36
101-5020-432.28-04	09/23/2014	MARTINEZ,H-MEAL @ TRNG	09-23-2014		04/2015		10.73
101-5020-432.28-04	09/23/2014	MARTINEZ,H-MEAL @ TRNG	09-23-2014		04/2015		5.42
101-5020-432.28-04	09/24/2014	MARTINEZ,H-MEAL @ TRNG	09-24-2014		04/2015		6.42
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101-5020-432.28-04	10/10/2014	PW CLEAN UP REFRESHMENTS	10-10-2014		04/2015		25.91
601-5060-436.30-02	09/18/2014	KEY COPIES	09-18-2014		04/2015		17.17
10/16/2014	85491	SEIU LOCAL 221	1821				1,490.79
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10/16/2014	85492	TRISTAR RISK MANAGEMENT	2617				5,101.12
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10/23/2014	85494	ALLIANT INSURANCE SERVICES, IN	1194				433.00
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101-0000-221.01-04	09/30/2014	JUL-SEP 2014 SPECIAL EVNT	09-30-2014		03/2015	81.00	
10/23/2014	85495	AMERICAN MESSAGING	1759				133.50
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101-3020-422.27-05	10/01/2014	OCT 2014	L10740450J	150100	04/2015	32.21	
101-3030-423.30-02	10/01/2014	OCT 2014	L10740450J	150100	04/2015	53.86	
10/23/2014	85496	SOUTHCOAST HEATING & A/C	1554				167.50
101-1910-419.21-04	09/23/2014	09/15/14 UNIT MAINT	303492	150110	03/2015	167.50	
10/23/2014	85497	ATEL COMMUNICATIONS, INC.	2355				300.00
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10/23/2014	85498	AZTEC LANDSCAPING INC	310				1,540.00
101-5010-431.21-04	09/30/2014	SEP 2014	0026730-IN	150079	03/2015	1,540.00	
10/23/2014	85499	BAY CITY ELECTRIC WORKS	369				1,206.25
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601-5060-436.21-04	09/30/2014	SEP 2014 MAINT	W132316	150091	03/2015	350.00	
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10/23/2014	85501	CALIFORNIA AMERICAN WATER	612				10,044.46
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601-5060-436.27-02	10/08/2014	1015-210018820255 SEP 14	10-30-2014		03/2015	62.28	
101-6020-452.27-02	10/09/2014	1015-210019176128 SEP 14	10-31-2014		03/2015	6.56	
101-1910-419.27-02	10/09/2014	1015-210020145739 SEP 14	10-31-2014		03/2015	27.56	
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101-6020-452.27-02	10/10/2014	1015-210020440898 SEP 14	11-03-2014		03/2015	492.67	
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101-1910-419.27-02	10/16/2014	1015-210019335347 SEP 14	11-07-2014		03/2015	626.41	
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101-5040-434.27-02	10/08/2014	1015-210019179080	SEP 14	10-30-2014	03/2015	846.62	
101-5010-431.27-02	10/08/2014	1015-210019179080	SEP 14	10-30-2014	03/2015	846.62	
10/23/2014	85502	CA BUILDING STANDARDS COMMISSI	2127			208.76	
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10/23/2014	85503	CALIFORNIA DENTAL	2480			382.16	
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10/23/2014	85504	CHICK'S ELECTRIC MOTOR SV	783			110.00	
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10/23/2014	85505	COLE OFFICE PRODUCTS INC	1400			1,274.40	
101-1920-419.30-01	09/18/2014	COPY PAPER		325720-0	150354 03/2015	1,274.40	
10/23/2014	85506	COUNTY OF SAN DIEGO	1050			9,835.00	
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101-1020-411.21-06	10/13/2014	ELECTION DEPOSIT		2630	150362 04/2015	6,556.00	
10/23/2014	85507	COUNTY RECORDER	1818			50.00	
216-1240-413.20-06	09/30/2014	NOD 2013-2020 HOUSING ELE		MF 1060	03/2015	50.00	
10/23/2014	85508	COX COMMUNICATIONS	1073			179.00	
101-5050-435.21-04	10/04/2014	10/04-11/03 3110091187001		10-25-2014	150087 04/2015	179.00	
10/23/2014	85509	CYNTHIA TITGEN CONSULTING, INC	2340			522.00	
101-1130-412.20-06	10/11/2014	SEP/OCT 2014 CONSULTING		201423	150179 04/2015	522.00	
10/23/2014	85510	DEPARTMENT OF JUSTICE	1154			147.00	
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10/23/2014	85511	DEPT. OF CONSERVATION	1158			73.13	
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10/23/2014	85512	EAGLE NEWSPAPER	1204			775.00	
101-1020-411.28-07	09/24/2014	SEP 2014 DISPLAY ADS		84872	150216 03/2015	320.00	
101-1020-411.21-06	09/03/2014	NOTICE OF NOMINEES		84539	F15056 03/2015	25.00	
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201-5000-532.20-06	09/17/2014	SEP 2014 YRLY SLURRY	84751	150017	03/2015		90.00	
201-5000-532.20-06	09/24/2014	SEP 2014 YRLY SLURRY	84872	150017	03/2015		90.00	
10/23/2014	85513	EL TAPATIO INC	1407				240.30	
101-1010-411.29-04	11/19/2013	12/04/13 DINNER FOR COUNC	9137	F15053	01/2015		67.50	
101-1010-411.29-04	07/15/2014	07/16/14 DINNER FOR COUNC	10035	F15054	01/2015		81.00	
101-1010-411.29-04	10/01/2014	10/01/14 DINNER FOR COUNC	10315	F15052	04/2015		91.80	
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101-1230-413.21-01	10/14/2014	W/E 10/12/14 LOPEZ,L	132129	150113	04/2015		906.75	
601-5060-436.21-01	10/14/2014	W/E 10/12/14 ROBLES,F	132131	150279	04/2015		753.72	
503-1923-419.21-01	10/14/2014	W/E 10/12/14 PIEDRA,M	132133	150108	04/2015		672.00	
10/23/2014	85515	HECTOR MARTINEZ	2099				156.80	
101-5020-432.28-04	09/25/2014	MARTINEZ,REIMBURSE LODGIN	719036915816	F15073	03/2015		156.80	
10/23/2014	85516	HUDSON SAFE-T LITE RENTALS	2382				170.04	
101-5010-431.21-23	09/26/2014	TRAFFIC SIGNS	00025981	150062	03/2015		170.04	
10/23/2014	85517	HUERTA, ANTONIA	2				100.00	
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10/23/2014	85518	IMPERIAL BEACH CHAMBER OF COMM	1505				10.00	
101-1110-412.28-04	09/25/2014	SEP 2014 HALL,A CHAMBER B	7182	F15070	03/2015		10.00	
10/23/2014	85519	IPMA/ SAN DIEGO CHAPTER	402				65.00	
101-1130-412.28-12	10/09/2014	MORENO,N NEW MEMBERSHIP	FY 2014/2015	F15060	04/2015		65.00	
10/23/2014	85520	IRMA PEREZ	2				10.00	
101-0000-121.00-00	10/22/2014	DISMISSED PT 67177	2690		04/2015		10.00	
10/23/2014	85521	JET GRAPHICS, INC.	2022				580.55	
101-1210-413.28-11	10/09/2014	BL SECURITY PAPER	118651-C	150346	04/2015		580.55	
10/23/2014	85522	JETER SYSTEMS	483				113.40	
101-1210-413.30-01	10/02/2014	FILING LABELS	2256867	F15051	04/2015		113.40	
10/23/2014	85523	JOHN DEERE LANDSCAPES	1986				433.94	
101-6040-454.30-02	09/26/2014	SOIL AMENDMENT/TOPPER	69788601	150025	03/2015		152.41	
101-6040-454.30-02	09/30/2014	SOIL AMENDMENT/TOPPER	69825046	150025	03/2015		72.90	
101-6040-454.30-02	09/26/2014	IRRIGATION SUPPLIES	69778726	150025	03/2015		208.63	
10/23/2014	85524	JOHN DETOMMASO	4				5,640.00	
101-0000-221.01-05	10/06/2014	BOND REFUND 381 ELKWOOD	TEP 14-47		04/2015		5,640.00	
10/23/2014	85525	JUST CONSTRUCTION, INC.	2609				139,979.98	
202-5016-531.20-06	10/01/2014	SEP 2014 RTIP FY 11/12	01 REV	150276	04/2015		139,979.98	

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101-0000-221.01-02	07/31/2014	JUL 2014 BERNARDO SHORES	JB32088X4		01/2015	1,657.50		
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10/23/2014	85528	LANCE, SOLL & LUNGHARD LLP	716					24,058.00
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216-1240-413.20-06	09/30/2014	2014 AUDIT-CITY/RDA/HOUSH	12087	150101	03/2015	3,600.00		
303-1250-413.20-06	09/30/2014	2014 AUDIT-CITY/RDA/HOUSH	12087	150101	03/2015	5,406.00		
10/23/2014	85529	LARISSA LOPEA	2					30.39
101-1230-413.28-11	10/22/2014	REIMBURSE COPYING/BINDING	092316		04/2015	30.39		
10/23/2014	85530	LEAGUE OF CALIF CITIES	761					210.00
101-1010-411.29-04	02/28/2014	JANNEY, J LEAGUE OF CA CIT	1493	F15069	01/2015	30.00		
101-1110-412.28-04	02/28/2014	HALL, A LEAGUE OF CA CITIE	1493	F15069	01/2015	30.00		
101-1110-412.28-04	04/14/2014	HALL, A LEAGUE OF CA CITIE	1516	F15068	01/2015	30.00		
101-1110-412.28-04	05/12/2014	HALL, A LEAGUE OF CA CITIE	1517	F15067	01/2015	30.00		
101-1110-412.28-04	06/09/2014	HALL, A LEAGUE OF CA CITIE	1528	F15066	01/2015	30.00		
101-1010-411.29-04	08/13/2014	JANNEY, J LEAGUE OF CA CIT	1529	F15065	02/2015	30.00		
101-1110-412.28-04	08/13/2014	HALL, A LEAGUE OF CA CITIE	1529	F15065	02/2015	30.00		
10/23/2014	85531	LIGHTHOUSE, INC	787					106.92
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10/23/2014	85532	LLOYD PEST CONTROL	814					325.00
101-1910-419.20-22	09/12/2014	SEP 2014 MARINA VISTA CTR	4409961	150074	03/2015	53.00		
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101-1910-419.20-22	10/09/2014	OCT 2014 -CITY HALL	4453096	150074	04/2015	36.00		
101-1910-419.20-22	10/09/2014	OCT 2014 -FIRE DEPT	4453097	150074	04/2015	36.00		
101-1910-419.20-22	10/09/2014	OCT 2014 -SHERIFF DEPT	4453255	150074	04/2015	36.00		
101-1910-419.20-22	09/16/2014	SEP 2014 DEMPSEY CENTER	4396693	150074	03/2015	60.00		
101-1910-419.20-22	09/16/2014	SEP 2014 SPORTS PARK	4394814	150074	03/2015	51.00		
10/23/2014	85533	MARIA CANNISTRA OUTDOOR YOGA	2					54.00
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10/23/2014	85535	MICHAEL ALLEN	4					22,436.00
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10/23/2014	85537	PADRE JANITORIAL SUPPLIES	1430					821.43
101-1910-419.30-02	10/03/2014	JANITORIAL SUPPLIES	362675	150020	04/2015			360.26
101-6040-454.30-02	10/08/2014	JANITORIAL SUPPLIES	362783	150020	04/2015			196.30
101-6040-454.30-02	09/19/2014	JANITORIAL SUPPLIES	362016	150020	03/2015			264.87
10/23/2014	85538	PARS	2425					1,216.00
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101-3030-423.20-06	10/10/2014	AUG 2014	29892	150229	02/2015			122.40
101-6040-454.20-06	10/10/2014	AUG 2014	29892	150229	02/2015			122.40
101-1920-419.20-06	08/08/2014	JUN 2014	29391	150229	01/2015			80.00
101-3020-422.20-06	08/08/2014	JUN 2014	29391	150229	01/2015			80.00
101-3030-423.20-06	08/08/2014	JUN 2014	29391	150229	01/2015			120.00
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101-3030-423.20-06	09/08/2014	JUL 2014	29635	150229	01/2015			122.40
101-6040-454.20-06	09/08/2014	JUL 2014	29635	150229	01/2015			122.40
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101-0000-209.01-12	08/28/2014	SEP 2014 DENTAL PPO	SEP 2014		03/2015			73.32
101-0000-209.01-12	08/28/2014	SEP 2014 DENTAL PPO	SEP 2014		03/2015			40.42
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101-0000-209.01-12	10/01/2014	OCT 2014 DENTAL PPO	OCT 2014		04/2015			40.42
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101-6020-452.28-01	09/25/2014	PLAYGROUND PAINT	3865-5	150016	03/2015			332.16
10/23/2014	85542	PRO-TEC RESTORATION & CONSTRUC	2					39.39
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10/23/2014	85544	RELIABLE TIRES COMPANY	136					55.50
101-5040-434.21-04	10/09/2014	DROP-OFF USED TIRES	91935	F15061	04/2015			13.50
101-5040-434.21-04	10/13/2014	DELIVER USED TIRES	91946	F15064	04/2015			42.00
10/23/2014	85545	RICOH USA, INC.	2392					1,935.40
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101-3030-423.20-17	10/03/2014	OCT 2014	93348789	150109	04/2015			276.49
10/23/2014	85546	SAN DIEGO GAS & ELECTRIC	1399					23,654.27
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101-1910-419.27-01	10/07/2014	1008 786 9371 08/27-09/29	10-23-2014		03/2015			164.23
101-5010-431.27-01	10/07/2014	1008 860 4389 08/25-09/25	10-23-2014		03/2015			39.37
101-3020-422.27-01	10/07/2014	1980 769 7764 08/26-09/28	10-23-2014		03/2015			6,206.58
601-5060-436.27-01	10/07/2014	5263 521 9238 08/25-09/25	10-23-2014		03/2015			10.00
101-6020-452.27-01	10/07/2014	5649 771 4749 08/28-09/30	10-23-2014		03/2015			7.79
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101-6020-452.27-01	10/07/2014	8507 517 8464 08/30-09/30	10-23-2014		03/2015			1,135.99
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101-5020-432.27-01	10/07/2014	9169 299 2261 08/24-09/24	10-23-2014		03/2015			1,750.00
10/23/2014	85547	SAN DIEGO COUNTY SHERIFF	882					513,006.65
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501-1921-419.28-15	10/16/2014	1400 GAL REG FUEL	1265621-IN	150041	04/2015			4,116.12
10/23/2014	85549	SPARKLETTS	2341					87.58
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10/23/2014	85553	UTILITY COST MANAGEMENT, LLC	2506					1,128.88
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101-5010-431.27-01	09/18/2014	UTILITY SAVINGS OFFSET	19601	F15062	03/2015	46.01	
101-5010-431.27-01	09/18/2014	UTILITY SAVINGS OFFSET	19601	F15062	03/2015	28.30	
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101-6040-454.30-02	10/13/2014	REBUILD KIT/DRINKING FOUN	208913	150027	04/2015	165.54	
10/23/2014	85555	VERIZON WIRELESS	2317			1,420.00	
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101-3020-422.27-05	10/08/2014	09/09/2014-10/08/2014	9733389714		03/2015	131.68	
101-3030-423.27-05	10/08/2014	09/09/2014-10/08/2014	9733389714		03/2015	181.90	
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503-1923-419.27-05	10/08/2014	09/09/2014-10/08/2014	9733389714		03/2015	238.59	
503-1923-419.27-05	10/08/2014	09/09/2014-10/08/2014	9733389714		03/2015	10.64	
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101-6040-454.30-02	10/07/2014	DISINFECTANT/LINERS	74867701	150011	04/2015	975.25	
10/23/2014	85558	WHITE NELSON DIEHL EVANS, LLP	1171			590.00	
101-1210-413.28-04	10/21/2014	SHOUSE/FORTIN SEMINAR REG	12-09-2014	150358	04/2015	590.00	
10/23/2014	85559	WINSTON FINANCIAL GROUP, INC	2278			459.00	
601-5060-436.30-02	09/29/2014	PS BUG KILLER	2627	150343	03/2015	459.00	
10/23/2014	85560	ZOLL MEDICAL CORPORATION	1976			1,832.75	
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101-3020-422.30-02	09/23/2014	DEFIBRILLATOR WARRANTY	90013413	150341	03/2015	285.00	
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101-0000-209	01-21	10/23/2014	PAYROLL AP PPE 10/16/14	20141023	04/2015	668.66		
101-0000-209	01-16	10/21/2014	OCT 2014 BASIC LIFE/AD&D/	OCT 2014	04/2015	5.25		
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101-1020-411	30-01	09/30/2014	DATE STAMP RIBBON	0000421543	150285 03/2015	27.38		
503-1923-419	30-22	09/30/2014	VIDEO ADAPTER	110-3297337-331	150308 03/2015	47.34		
503-1923-419	30-02	09/30/2014	.GOV DOMAIN RENEWAL	0868-5607-4057-	150308 03/2015	45.00		
503-1923-419	30-22	09/30/2014	WIRELESS MOUSE	110-5734339-161	150308 03/2015	32.37		
503-1923-419	30-01	09/30/2014	COMPRESSED AIR	110-0083053-255	150308 03/2015	21.82		
503-1923-419	30-22	09/30/2014	LAPTOP LOCKS/FLASH DRIVES	110-0649225-061	150308 03/2015	82.10		
503-1923-419	30-22	09/30/2014	ELECTRONICS CLEANER	110-2311289-031	150308 03/2015	39.08		
503-1923-419	30-01	09/30/2014	CLIPBOARD/CLEANING CLOTHS	110-7429117-385	150308 03/2015	25.68		
101-3020-422	30-02	08/25/2014	CAMERA/SIM CARD FD ENGINE	BBY01-664913051	150299 03/2015	237.58		
101-3020-422	30-02	08/25/2014	CR-CAMERA FD ENGINE USE	BBY01-664913051	150299 03/2015	194.39		
101-3020-422	30-02	08/26/2014	CAMERA FD ENGINE USE	BBY01-665304055	150299 03/2015	194.39		
101-3020-422	30-01	08/22/2014	BK VHF 500CH 5W ANALOG PO	7584	150300 03/2015	1,085.48		
101-3020-422	30-02	08/22/2014	KAHLE,E BOOTS/HOSE STRAP	65521	150301 03/2015	333.18		
101-3020-422	30-02	08/25/2014	STATION SUPPLIES	023946	150301 03/2015	141.89		
101-3020-422	30-02	08/31/2014	VACUUM PART	914783	150301 03/2015	28.16		
101-3020-422	30-02	09/02/2014	SPRAY PAINT	078030/4582610	150301 03/2015	6.27		
101-3020-422	30-22	09/09/2014	WHEEL CHOCK/HAMMER/SFTY C	9538423691	150301 03/2015	235.00		
101-3020-422	30-22	09/11/2014	SHOVELS	9539966367	150301 03/2015	98.75		
101-3020-422	30-01	09/12/2014	FIRE HATS-OPEN HOUSE/SCHO	214090871	150301 03/2015	864.00		
101-3030-423	30-02	08/28/2014	SWIFT WATER GEAR	109783	150303 03/2015	1,856.85		
101-3030-423	30-02	08/28/2014	BIRD DETERRENT -PWC	8962	150303 03/2015	51.82		
101-3030-423	30-02	08/28/2014	BLENDER -SAFETY CTR	08-28-2014	150305 03/2015	279.48		
101-3030-423	30-02	09/11/2014	REPAIR KIT-PADDLE BOARD	8066	150302 03/2015	57.13		
101-3030-423	30-02	09/08/2014	GEAR SHIPPING CHARGES	182182	150303 03/2015	7.88		
101-3030-423	30-02	09/08/2014	SWIFT WATER GEAR	182182	150303 03/2015	169.80		
101-3030-423	28-04	09/14/2014	LINDQUIST,J-BAGGAGE FEES	14SEP14	150303 03/2015	25.00		
101-3030-423	28-04	09/14/2014	LINDQUIST,J-LODGING/TRNG	60639	150303 03/2015	770.40		
101-3030-423	28-04	09/19/2014	LINDQUIST,J-FUEL FOR TRNG	534966	150303 03/2015	52.45		
101-3030-423	28-04	09/19/2014	LINDQUIST,J-TRAVEL/TRNG	731246731	150303 03/2015	291.13		

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
101-3030-423.30-02	09/04/2014	TRAILER WINCH/TIE DOWNS	9493	150305	03/2015	120.64	
101-3030-423.28-01	09/10/2014	PA MIC REPLACEMENT	66195	150305	03/2015	259.20	
101-3030-423.30-02	09/10/2014	STORAGE BINS/BINDERS/PENS	8423	150305	03/2015	73.13	
101-3030-423.30-02	09/12/2014	AC/HEATER DISPATCH TOWER	109-5769969-669	150305	03/2015	529.95	
502-1922-419.29-04	08/21/2014	SANTOS, T ERGONOMIC CHAIR	1651	150293	03/2015	618.52	
503-1923-419.28-13	08/28/2014	LOGMEIN SUBSCRIPTION	08-28-2014	150293	03/2015	299.00	
101-1130-412.20-06	08/31/2014	LIVESCAN- CARBALLO, S	081348	150293	03/2015	19.00	
101-1130-412.28-04	09/12/2014	MORENO, N TRNG REGISTRATIO	15976378	150293	03/2015	149.00	
101-1130-412.28-04	09/16/2014	MORENO, N TRNG REGISRTATN	15982788	150293	03/2015	79.00	
101-6030-453.30-02	09/02/2014	COFFEE/TEA/SUPPLIES	091528	150296	03/2015	39.50	
101-0000-209.01-03	09/04/2014	RAMOS, J EMP COMP LOAN	117803950		03/2015	300.98	
101-0000-209.01-03	09/09/2014	RAMOS, J EMP COMP LOAN	117987521		03/2015	75.24	
101-3030-423.30-02	08/26/2014	SUPPLIES & HARDWARE	082053/1195099	150304	03/2015	51.70	
101-3030-423.30-02	09/16/2014	SPARE BATTERIES	5212	150304	03/2015	65.40	
101-3030-423.28-01	09/16/2014	RESCUE BOARD REPAIRS	720733	150304	03/2015	160.00	
101-1110-412.28-04	08/21/2014	HALL, A-CONF TRANSPORTATN	83A374	150289	03/2015	112.00	
101-1110-412.28-04	08/29/2014	HALL, A RFRSHMT-EVENT MTG	003250	150289	03/2015	9.00	
101-1110-412.28-04	09/02/2014	HALL, A CONF TRAVEL	034705	150289	03/2015	10.00	
101-1110-412.28-04	09/02/2014	HALL, A-CONF DINNER	065423	150289	03/2015	14.36	
101-1110-412.28-04	09/03/2014	HALL, A CONF MEALS	5473	150289	03/2015	19.85	
101-1110-412.28-04	09/03/2014	HALL, A-CONF MEALS	84761-8321	150289	03/2015	30.98	
101-1110-412.28-04	09/04/2014	HALL, A-CONF MEALS	135	150289	03/2015	29.07	
101-1110-412.28-04	09/05/2014	HALL, A-CONF MEALS	019629	150289	03/2015	7.51	
101-1110-412.28-04	09/05/2014	HALL, A-CONF LODGING	861	150289	03/2015	725.66	
101-1110-412.20-06	09/11/2014	ULI LUNCHEON	9008	150289	03/2015	2,929.91	
101-1230-413.28-11	09/02/2014	CV BLUE PRINT	38321	150287	03/2015	10.37	
101-1230-413.28-11	09/08/2014	ROLLER CLEANER	09-08-2014	150287	03/2015	17.10	
101-1230-413.28-11	09/12/2014	STAPLES-COPY MACHINE	1049634644	150287	03/2015	46.49	
101-1010-411.28-04	09/03/2014	SPRIGGS, E-CONF MEALS	123891-8321	150291	03/2015	67.82	
101-1010-411.28-04	09/04/2014	SPRIGGS, E-CONF MEALS	017805	150291	03/2015	57.05	
101-1010-411.28-04	09/05/2014	SPRIGGS, E-CONF LODGING	746	150291	03/2015	907.27	
101-1010-411.29-04	09/05/2014	DAILY TRANSCRIPT SUPSCRIP	09-08-2015	150294	03/2015	149.00	
101-3040-424.28-04	08/27/2014	HOLDEN, J WKSHP REGISTRN	333298309	150287	02/2015	75.00	
101-1210-413.28-04	09/16/2014	SHOUSE, P REGISTRATN CALP	LCNV3CH9PBN	150309	03/2015	350.00	
101-5020-432.28-04	08/29/2014	CASAS, M-TRNG AIRFARE	08-29-2014	150325	03/2015	47.09	
501-1921-419.28-01	08/21/2014	#152 SMOG INSPECTION	50629	150329	03/2015	41.75	
501-1921-419.28-16	08/21/2014	#141 HEADLAMPS	586869	150329	03/2015	85.86	
501-1921-419.28-16	08/25/2014	A3 VISOR CLIPS	5049911	150329	03/2015	27.58	
501-1921-419.28-01	08/25/2014	#104 SMOG INSPECTION	50653	150329	03/2015	41.75	
501-1921-419.28-01	08/26/2014	#A7 SMOG INSPECTION	50660	150329	03/2015	41.75	
101-5020-432.28-04	09/02/2014	MARTINEZ, H TRNG TRANSPRT	17283532122	150325	03/2015	94.20	
501-1921-419.28-16	09/09/2014	#A1 VISOR CLIPS/603 FLUID	5051010	150329	03/2015	42.74	
501-1921-419.28-16	09/10/2014	ROCKER SWITCH	1-256574	150329	03/2015	9.81	
501-1921-419.28-16	09/10/2014	#622 PARTS ASSY	200410	150329	03/2015	66.95	
501-1921-419.28-01	09/10/2014	#5402 SMOG INSPECTION	50737	150329	03/2015	41.75	
501-1921-419.28-16	09/15/2014	SMALL ENGINE PARTS	3980-258487	150329	03/2015	10.57	
501-1921-419.28-01	09/15/2014	#601 SMOG INSPECTION	50774	150329	03/2015	41.75	
501-1921-419.28-01	09/16/2014	#147 SMOG INSPECTON	50780	150329	03/2015	41.75	
101-5010-431.20-06	08/23/2014	EAGLE PROJECT SAND/SP PK	08-23-2014	150317	03/2015	26.57	
501-1921-419.29-04	08/28/2014	CITY VEHICLE CAR WASH	019373	150317	03/2015	10.99	

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT		
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
101-1910-419.30-02	08/25/2014	SPRAY PAINT	047282/2595035	150319	03/2015	25.08
101-1910-419.30-02	08/27/2014	SPRAY PAINT/WIRE WHEEL	002895/0595268	150319	03/2015	60.33
101-1910-419.30-02	08/29/2014	GALV PRIMER	016140/8582096	150319	03/2015	34.15
101-5010-431.30-02	09/04/2014	GUERRERO,A SAFETY BOOTS	013585239414	150312	03/2015	97.19
101-1910-419.30-02	09/02/2014	PRIMER	032263/4560673	150319	03/2015	11.38
101-6040-454.30-02	09/03/2014	PAINT SPRAY GUN	02196374	150319	03/2015	23.75
101-1910-419.30-02	09/03/2014	PAINT	091680/3582737	150319	03/2015	28.54
101-1910-419.30-02	09/04/2014	PAINT BUCKET/COVERALLS	081728/2572188	150319	03/2015	32.62
101-1910-419.30-02	09/08/2014	PAINT	083767/8572737	150319	03/2015	38.06
101-6040-454.30-02	09/09/2014	BRUSHES/ROLLERS/TAPE	017043/7020683	150319	03/2015	57.70
101-1910-419.30-02	09/10/2014	PRIMER/SPRAY PAINT	060567/6583661	150319	03/2015	22.77
101-6040-454.30-02	09/10/2014	EYEGLASS HOLDER	3980-257381	150319	03/2015	4.20
101-5020-432.28-04	08/25/2014	RAMOS,M MEAL AT TRNG	78681	150324	03/2015	17.23
601-5060-436.30-02	08/28/2014	LIGHT BULBS/CLR	084194/9566069	150324	03/2015	58.47
601-5060-436.30-02	08/29/2014	SPRNKLR/ELEC WIRE	003464/8582074	150324	03/2015	50.13
501-1921-419.28-16	08/26/2014	CREDIT #141 LIGHT ASSY	667481	150328	03/2015	58.05-
101-6040-454.30-02	09/04/2014	BALLAST	1069-679669	150322	03/2015	85.32
101-1910-419.30-02	09/04/2014	SAFETY CTR WOOD BLINDS	893410	150322	03/2015	75.00
101-6040-454.30-02	09/09/2014	DUAL FUSE HOLDER	1069-679894	150322	03/2015	38.04
101-6040-454.30-02	09/11/2014	SPRAY PAINT	034447/5591695	150322	03/2015	24.36
601-5060-436.30-02	09/18/2014	FLASHLIGHTS/BATTERIES/HOS	024829/8573850	150324	03/2015	122.43
601-5060-436.30-02	09/18/2014	SPRAY GASKET	3980-258962	150324	03/2015	18.34
601-5060-436.28-01	09/03/2014	#117 HOSE REEL BALL VALVE	C06470	150328	03/2015	777.92
501-1921-419.28-01	09/08/2014	#608 LG ATV REPAIR	141793	150328	03/2015	85.00
501-1921-419.28-01	09/16/2014	DIESEL PARTICULATE FILTER	SS100093923	150328	03/2015	501.70
101-6040-454.30-02	08/22/2014	GRASS SHEARS	002059/5194449	150321	03/2015	53.94
101-6040-454.30-02	08/23/2014	GLORIA,J SAFETY BOOTS	077805	150321	03/2015	150.00
101-6040-454.30-02	08/24/2014	COVER FOR QUICK CONNECT	065993/3581432	150321	03/2015	5.81
101-6040-454.30-02	08/29/2014	EPOCY TIE	052092/8560079	150321	03/2015	65.64
101-5010-431.30-02	08/25/2014	CONCRETE/CEMENT	006873/2022753	150326	03/2015	62.16
201-5000-532.20-06	08/29/2014	DOUBLE CHG-ERROR	I-16662	150326	03/2015	789.70
201-5000-532.20-06	08/29/2014	PLASTIC SHIELDS/SPEED HUM	I-16662	150326	03/2015	789.70
101-5010-431.30-02	09/04/2014	MARTINEZ,D-SAFETY BOOTS	013585242267	150315	03/2015	113.39
101-5010-431.30-02	09/04/2014	GALLEGOS,A SAFETY BOOTS	013585242268	150315	03/2015	107.99
101-6040-454.30-02	09/03/2014	PAINT	073582/3025056	150321	03/2015	135.65
101-6040-454.30-02	09/12/2014	HAND TRUCK	035154/4021566	150321	03/2015	38.88
201-5000-532.20-06	09/08/2014	CREDIT FOR DOUBLE CHG	I-16662	150326	03/2015	789.70-
501-1921-419.28-16	09/09/2014	BACKHOE STABILIZER ARM PA	P00813-01	150326	03/2015	355.73
101-1910-419.30-02	08/26/2014	PAINT SUPPLIES	005185/1595106	150316	03/2015	104.97
101-1910-419.30-02	08/28/2014	WHITE BULBS	022160/95712010	150316	03/2015	17.32
101-1910-419.30-02	08/29/2014	LITE COVERS/BATHROOM SUPL	015867/8014611	150316	03/2015	22.80
101-6020-452.30-02	08/29/2014	LITE COVERS/BATHROOM SUPL	015867/8014611	150316	03/2015	3.26
101-3020-422.28-01	09/03/2014	CABINET SUPPLIES	055697/3024950	150316	03/2015	79.96
101-1910-419.30-02	09/04/2014	SHERIFF BLINDS	032466/2582814	150316	03/2015	65.21
101-1910-419.30-02	09/08/2014	BLINDS	011921/8572797	150316	03/2015	13.18
101-1910-419.30-02	09/09/2014	PAINT ROLLERS	081149/7012084	150316	03/2015	16.77
101-1910-419.30-02	09/12/2014	COLAHAN,D SAFETY BOOTS	3/1369/16155	150316	03/2015	150.00
101-1910-419.30-02	09/16/2014	DRYWALL SUPPLIES	010468/0013704	150316	03/2015	19.55
101-6040-454.30-02	09/07/2014	BATTERIES	090523/9011628	150320	03/2015	42.06
101-6040-454.30-02	09/12/2014	FLOOD LIGHT	032871/4573351	150320	03/2015	21.57

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
101-6040-454.30-02	09/13/2014	MICROWAVE/PIER PLAZA	069007/3013294	150320	03/2015	195.33	
101-6040-454.30-02	09/16/2014	LIGHT FIXTURE/HOSES	095239/0192513	150320	03/2015	10.56	
101-6040-454.30-02	09/16/2014	LIGHT FIXTURE/HOSES	095239/0192513	150320	03/2015	80.94	
101-6020-452.30-02	05/28/2014	TRAILBLAZER	40534	150313	03/2015	47.79	
101-6040-454.30-02	07/03/2014	CREDIT FOR CHG ERROR	1083	150313	03/2015	402.59-	
101-6040-454.30-02	07/10/2014	CREDIT FOR CHG ERROR	1086	150313	03/2015	925.35-	
601-5060-436.28-13	08/22/2014	AGUIRRE, J CWEA EXAM FEES	97566	150310	03/2015	165.00	
601-5060-436.28-13	08/22/2014	MARTINEZ, H-CWEA EXAM FEE	97567	150310	03/2015	165.00	
101-1910-419.21-04	08/06/2014	JUL 2014 LABOR	20525	150313	03/2015	95.00	
101-1910-419.21-04	08/06/2014	AUG 2014 LABOR/BATTERY	20533	150313	03/2015	207.30	
101-1910-419.30-02	08/26/2014	THERMOSTAT	021684/1570972	150313	03/2015	86.37	
601-5060-436.28-01	09/04/2014	HATCH GASKETS	889543	150310	03/2015	680.38	
101-1910-419.28-01	09/11/2014	ROLL UP DOOR SEAL INSTALL	87986	150310	03/2015	965.00	
601-5060-436.30-02	09/17/2014	SIMPLE GREEN	0913588/9192603	150310	03/2015	64.67	
101-1910-419.28-01	09/08/2014	ROLL UP DOOR SAFETY EDGE	87964	150313	03/2015	773.00	
101-1910-419.28-01	09/12/2014	CD DOOR LOCK REPAIR	11296	150313	03/2015	40.00	
101-1910-419.28-01	09/16/2014	GATE BUILDING MATERIAL	373289	150313	03/2015	210.37	
101-1110-412.29-04	08/21/2014	MW SPRKLT PRM ICE	6853	150292	03/2015	3.45	
101-1110-412.29-04	08/21/2014	MW SPRKLT PRM ICE	6854	150292	03/2015	3.45	
101-1110-412.29-04	08/21/2014	COURTESY CARD	6855	150292	03/2015	5.07	
101-1110-412.29-04	08/24/2014	HOME DEPOT-PROMOTIONAL IT	08-21-2014	150292	03/2015	16.33	
101-1110-412.30-02	08/26/2014	HALL, A BLUETOOTH/CHARGER	104-2028640-409	150292	03/2015	13.07	
101-1110-412.30-02	08/26/2014	MONITOR PRIVACY FILTERS	112-9984306-324	150292	03/2015	173.72	
101-1110-412.30-02	09/02/2014	REFUND	09-02-2014	150292	03/2015	7.86-	
101-1110-412.28-12	09/12/2014	MEMBERSHIP	09-12-2014	150292	03/2015	35.00	
101-1110-412.29-04	09/16/2014	09/16/14 MTG REFRESHMENTS	16001650193	150292	03/2015	19.98	
101-1110-412.30-01	09/16/2014	CERTIFICATES/CLIPBOARDS	7096	150292	03/2015	57.91	
101-1010-411.29-04	09/17/2014	09/17/14 COUNCIL DINNER	459036	150292	03/2015	75.00	
101-1110-412.29-02	10/20/2014	PADRES TICKETS/HATS/FOOD	48494	150292	03/2015	1,461.00	
10/23/2014	85573	US BANK	2458			1,588.32	
101-0000-209.01-20	10/23/2014	PAYROLL AP PPE 10/16/14	20141023		04/2015	1,588.32	
10/23/2014	85574	CALIFORNIA DENTAL	2480			382.16	
101-0000-209.01-12	10/23/2014	PAYROLL AP PPE 10/16/14	20141023		04/2015	382.16	
DATE RANGE TOTAL *						1,272,309.51	*



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AH*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: PUBLIC WORKS DEPARTMENT *HWK*
SUBJECT: RESOLUTION NO. 2014-7520 FOR THE SALE OF CERTAIN SURPLUS CITY PROPERTY

EXECUTIVE SUMMARY:

The City of Imperial Beach has accumulated a number of equipment items and supplies that are recommended for transfer to a surplus or unused supplies and equipment category. These designated items would be sold at a San Diego County Auction.

BACKGROUND:

From time to time, Staff determines the need to dispose of obsolete and surplus property. I.B.M.C. Chapter 3.04.050 states:

"The purchasing officer shall have the following powers and duties:
...J. To recommend to the city manager the transfer of surplus or unused supplies and equipment between departments as needed and the sale of all supplies and equipment which cannot be used by any agency or which have become unsuitable for city use;"

ANALYSIS:

City of Imperial Beach Resolution 90-3828 authorized the Administrative Services Director to participate in periodic sales of surplus property by the San Diego County Division of Purchasing and Contracting.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

Salvage Value of Auctioned Equipment

RECOMMENDATION:

Staff recommends approval of the attached Resolution authorizing the sale / transfer of surplus property as listed in Exhibit A, Equipment Inventory List for County Auction

Attachments:

1. Resolution No. 2014-7520
2. Exhibit A to Resolution No. 2017-7520 – Equipment Inventory List for County Auction

RESOLUTION NO. 2014-7520

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AUTHORIZING THE SALE OF CERTAIN SURPLUS CITY PROPERTY

The City Council of the City of Imperial Beach does hereby resolve as follows:

WHEREAS, I.B.M.C. Chapter 3.04.050 states: "The purchasing officer shall have the following powers and duties:

...J. To recommend to the city manager the transfer of surplus or unused supplies and equipment between departments as needed and the sale of all supplies and equipment which cannot be used by any agency or which have become unsuitable for city use;" and

WHEREAS, the City Council of the City of Imperial Beach on October 3, 1990, adopted Resolution No. 90-3828 authorizing its Finance Director to participate in periodic sales of surplus property by the San Diego County Division of Purchasing and Contracting; and

WHEREAS, the City Council of the City of Imperial Beach now desire to declare the items of equipment shown on Exhibit "A" attached hereto as surplus or unsuitable for City use.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Imperial Beach that:

1. The above recitals are true and correct.
2. The City Council of the City of Imperial Beach declares the items of equipment shown on Exhibit "A" (attached hereto), surplus and/or unused and hereby directs the Finance Director to dispose of same as follows:
 - Items in Exhibit "A" through the San Diego County Division of Purchasing and Contracting or as otherwise authorized by the City Manager.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 5th day of November 2014, by the following roll call vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, CMC
CITY CLERK

**IMPERIAL BEACH
 EQUIPMENT INVENTORY LIST
 FOR COUNTY AUCTION**

ITEM	QTY	DESCRIPTION	PROPERTY TAG #
1.	1ea	Backhoe attachment (Kubota)	
2.	1ea	Gradeall attachment (Kubota)	
3.	1ea	Pallet I.T. used computers	
4.	1ea	6 drawer cabinet (vehicle)	
5.	1ea	Center console (vehicle)	
6.	1ea	Pallet misc. auto parts	
7.	1ea	Spoil vacuum system	#1834
8.	1ea	225gallon plastic tank	
9.	1ea	Stand laptop vehicle	
10.	1ea	Digital Camera	I1289686
11.	1ea	GPS	I1224137
12.	1ea	TEXTRON Power Tool	I1156083
13.	1ea	Infrared Thermometer	I1156091
14.	1ea	Digital Camera w/ case	I1363630
15.	1ea	HP Officejet 6500 printer	I1143486
16.	1ea	Apple Ipod Classic	I1214619
17.	1ea	Apple Ipod Nano MA978LL	I1214616
18.	1ea	MTX Thunger Amplifier	I1214639
19.	1ea	JVC KS-AX6300 Amplifier	I1214640
20.	1ea	Logic Speaker Box Woofer	I1214614
21.	1ea	Radar Detector	I1363687
22.	1ea	Cordless Drill	I1397783
23.	1ea	Magellan Roadmate 3510 GPS	I1173068
24.	1ea	Nintendo and cartridges	I1376044
25.	1ea	Kodak Camera	I1164355
26.	1ea	Garmin GPS	I1278649
27.	1ea	Satellite Radio	I1278650
28.	1ea	Security Camera / Receiver	I1278652
29.	1ea	DELL Inspiron Laptop Computer	I1297020
30.	1ea	Brother MFCJ825DW Printer	I1297021
31.	1ea	Turtle Beach Earforce X31	I1136038
32.	1ea	Olympus Camera	I1136034
33.	1ea	Nikon Coolpix Camera	I1451901
34.	1ea	GPS	I14519002
35.	1ea	GPS	I1257773
36.	1ea	Alpine Car Stereo CVA-1003	I1451950
37.	1ea	Almani Monitor Screens	I1451951
38.	1ea	Dual Car Stereo	I1451952
39.	1ea	Kenwood Car Stereo	I1451953
40.	1ea	JVC Car Stereo	I1451954
41.	1ea	Nintendo WII Console	I1316598
42.	1ea	JDSU Field Meter	I1316598
43.	1ea	Bosch Hand Saw	I1214985

44.	1ea	Ipod	I1224344
45.	1ea	Black Ipod w/ charger	I1258703
46.	1ea	1988 Promark Brush Chipper	Equipment # 131
47.	1ea	Pallet of miscellaneous office supplies	N/A

RECEIVED BY _____
PRINT NAME

RECEIVED BY _____
SIGNATURE

DATE _____



AGENDA ITEM NO. 2.4

STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AH*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: PUBLIC WORKS *HOL*
SUBJECT: RESOLUTION 2014-7522 AUTHORIZING THE APPROVAL OF THE 2014 SEWER SYSTEM MANANGMENT PLAN AUDIT AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD (SWRCB) ORDER 2006-0003-DWQ

EXECUTIVE SUMMARY:

The City is required per Order 2006-0003-DWQ by the State Water Resources Control Board to conduct a self-audit of the City's Sewer System Management Plan, which documents the procedures to properly manage, operate, and maintain all parts of the sanitary sewer system to reduce and prevent SSOs, as well as mitigate any SSOs that do occur. The Public Works Director is required to perform a self-audit of the program every two years and make any necessary program updates to the Sewer System Management Plan. The attached report fulfills the requirement for this audit.

BACKGROUND:

On May 2, 2006, the State Water Resources Control Board (SWRCB) adopted and implemented statewide general Waste Discharge Requirements (WDR) for Sanitary Sewer Systems Order No. 2006-0003-DWQ. The WDR provides a regulatory mechanism for a consistent statewide approach to reduce sanitary sewer overflows (SSOs) and requires the preparation of a Sewer System Management Plan (SSMP) that documents the procedures to properly manage, operate, and maintain all parts of the sanitary sewer system to reduce and prevent SSOs, as well as mitigate any SSOs that do occur. The WDR stipulates the SSMP must contain 11 elements, each of which must be approved by the agency's governing board (City Council) at a public meeting. The City developed and approved the required 11 elements in the SSMP through Resolution 2007-6541, Resolution 2008-6683, and Resolution 2009-6731. One of the requirements of the City's SSMP is to conduct program audits every 2 years and make any necessary program updates.

ANALYSIS:

The Sewer System Management Plan (SSMP) is a guiding document designed to ensure that safe operation and maintenance practices are in place to protect the public and the environment from spills in wastewater collection systems. The City operates and maintains 45.9 miles of sewer lines and 11 sewer pump stations, which serves 5,446 sewer lateral connections for the residents and businesses in Imperial Beach.

The purpose of the SSMP Audit is to self-evaluate the effectiveness of the current SSMP and to update and revise it as necessary to reflect changes in practices, procedures, technology, regulations, and upgrades made to the collection system. The City reviews the implementation of the SSMP continuously and also performs a formal audit as required by the WDR permit every 2 years. The 2014 SSMP Audit was performed under the direction of the Public Works Director and is presented as Attachment 2 to this staff report.

The SSMP Audit Report is organized by each SSMP element as listed in the Statewide Order 2006-0003-DWQ. The report identifies key areas of performance measures within the SSMP, identifies areas where actual operations differs from documented procedures, provides criteria for measuring system performance and plan compliance, and documents the effectiveness of the program. Each section of the SSMP Audit presents a series of prompted questions that guide the auditor through the review process. Supporting information is then presented in a discussion for each section with any additional information provided as Attachments to the report.

The result of the Audit concluded that the existing SSMP remains current and relevant for the continued operation and maintenance of the City's sewer collection system. Minor updates were made to reflect proper documentation of maintenance practices, inventories, changes in regulations, and contact information. The 2014 Audit and updated SSMP document will be made available on the City's website.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

None

RECOMMENDATION:

1. Adopt Resolution 2014-7522

Attachments:

1. Resolution No. 2014-7522
2. 2014 SSMP Audit Report (Available with the City Clerk)

RESOLUTION NO. 2014-7522

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING THE 2014 SEWER SYSTEM MANAGEMENT PLAN AUDIT AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD (SWRCB) ORDER 2006-0003-DWQ

WHEREAS, on May 2, 2006, the State Water Resources Control Board (SWRCB) adopted and implemented Order No. 2006-0003 Statewide General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems; and

WHEREAS, the purpose of the WDR is to develop a regulatory mechanism to provide a consistent statewide approach for reducing sanitary sewer overflows in the form of a Sewer System Management Plan (SSMP) consisting of 11 program elements; and

WHEREAS, the City developed and adopted the 11 program elements of the SSMP through Resolutions 2007-6541, 2008-6683, and 2009-6731; and

WHEREAS, program element 10.0 of the SSMP requires the Public Works Director to oversee an audit of the Sewer System Management Plan every two years and to make any necessary updates to the City's Sewer System Management Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. The 2014 SSMP Audit Report is approved.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 5th day of November, 2014, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, CMC
CITY CLERK



City of Imperial Beach Sewer System Management Plan 2014 Audit Report

October 27, 2014

Auditors: Chris Helmer- Environmental Program Manager

A.J. Moeller- Sewer Division Supervisor

Peter Lau- Public Works Operations and Construction Manager

Hank Levien- Public Works Director

System Overview	
Miles of gravity sewer mains	41.2 miles
Miles of force mains	4.7 miles
Total miles of all sewer lines	45.9 miles
Number of pump stations	11 sewer and 1 storm drain
Number of private sewer lateral connections	5,446 billing units
Population served	26,324

Introduction

The Sewer System Management Plan (SSMP) is a guiding document developed by the City of Imperial Beach and RBF Consulting to meet the requirements in Statewide Order 2006-0003-DWQ. The SSMP is a living document that is updated and revised to reflect changes in practices, procedures, technology, and the collection system. The SSMP was last updated in July 2012 during the previous program audit. The SSMP is designed to protect the public and the environment, to provide best management practices for the operation and maintenance of the collection system, and to conform to the Orders set forth by California's State Water Resources Control Board and the San Diego Region of California's Regional Water Quality Control Board. The purpose of the SSMP Audit is to evaluate the effectiveness of the City's SSMP so that a process is in place to promote continual improvement of the operation and management of the City's sewer collection system.

Element 10.0 in the SSMP requires a biennial audit of the program that provides the necessary assessment and program updates to ensure that the City's sewer collection system is being operated and maintained in an efficient and effective manner. The following sections of this Audit Report are organized by each SSMP element as listed in the Statewide Order 2006-0003-DWQ. The following report identifies key areas of performance measures within the SSMP, identifies areas where actual operations differs from documented procedures, provides criteria for measuring system performance and plan compliance, and documents the effectiveness of the program.

Each section of the SSMP Audit presents a series of prompted questions that guide the auditor through the review process. Supporting information is then presented in a discussion for each section with any additional information provided as Attachments to the report. The complete SSMP document will be updated based on the results of the Audit and maintained on file at the Public Works Department and made available to the public online.

Element 1.0 Goals:

The City of Imperial Beach has developed a list of goals in accordance with the requirements of the GWDR. The City expects to meet these goals through the development and implementation of the SSMP.

Audit Questions:

Are the goals stated in the SSMP still appropriate and accurate?

Yes

No

Discussion:

The goals in the SSMP as updated in July 2012 with the previous Audit report are still appropriate and relevant for the operation and maintenance of the City's collection system. However, an 8th goal is being added to the goal list during this Audit that reflects the importance of reducing groundwater infiltration into the collection system. The SSMP goals are as follows:

1. Annually evaluate the funding needs to operate and maintain the sanitary sewer system using the most up-to-date *Sewer Utility Cost-of-Service Independent Rate Study*.
2. Implement the sewer system capital improvement program (CIP) projects as scheduled in the adopted 5-year CIP budget.
3. Annually review the priority of projects in the adopted 5-year CIP budget to address the most critical maintenance needs.
4. Annually evaluate the sewer system problem areas with an objective of designing maintenance and repair tasks that result in reduced jetting frequencies.
5. Maintain operation and maintenance records of the sanitary sewer system.
6. Update planned maintenance system checklists with each major equipment change.
7. Provide annual training on the elements of the SSMP and a minimum of 12 classroom hours per 24-month period for each sewer maintenance division employee.
8. Reduce the infiltration of groundwater into the collection system.

Element 2.0 Organization:

The Organization element includes the following subsections: *a) Authorized Representative, b) Contact Information, and c) Chain of communication* and provides the organizational structure for implementation of the SSMP.

Audit Questions:

- | | | |
|---|---|--|
| Is the Authorized Representative for the management of the City's collection system still Mr. Hank Levien, Public Works Director? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the SSMP contact information still current with agency and staffing contact information? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Is the chain of communication within the City for reporting sanitary sewer overflow events current and up-to-date? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Discussion:

Updates made to positions and employees to reflect changes since the last SSMP update.

The City continues to use Tran Consulting Engineers as the City's designated contract Sewer Service Engineer since October 2011. The City brought on a new contract City Engineer in October 2014 with NV5 Engineering and Consultant Services. Minor updates were necessary to this section.

Element 3.0 Legal Authority:

The intent of the Legal Authority element is to provide authority for the City to administer its collection system and to provide measures to enforce codes and regulations.

Audit Questions:

- | | | |
|--|---|--|
| Does the SSMP contain current information about the City's legal authority? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the SSMP Legal Authority matrix up-to-date? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Are supporting legal documents provided in Appendix A of the SSMP? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has the City implemented the RBF recommended code updates in the SSMP? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the City have complete legal authority to implement all the elements of the SSMP? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Discussion:

The City added IBMC 13.14 Regulation of Fats, Oils, and Grease Disposal in the Sewer Collection System and amended IBCM Section 13.04.040 to more effectively manage fats, oils, and grease (FOG). The remainder of the Legal Authority Matrix in the SSMP is current and up-to-date with the legal authority to manage the sewer collection system.

Element 4.0 Operation and Maintenance:

The Operation and Maintenance element includes the following subsections: *a) Collection System Map, b) Preventative Operation and Maintenance, c) Rehabilitation and Replacement Plan, d) Training, and e) Contingency Equipment and Replacement Inventories.* This element also includes the following relevant appendixes in the SSMP: Appendix B- System Maps, Appendix C- O&M Schedule, Appendix D- Rehabilitation and Replacement Plan, Appendix E- Training Program, and Appendix F- Contingency Equipment and Replacement Inventory.

Audit Questions:

- | | | |
|---|---|--|
| Are the City's sewer collection system maps/GIS complete? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the Operation and Maintenance schedule in Appendix C up-to-date for planned cleaning, inspection, and maintenance of the waste collection system? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Are current maintenance activities sufficient and effective in reducing and preventing sewer system overflows? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Are the City's resources and budget sufficient to support effective sewer system management? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Do the City's planning efforts support long-term goals? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the City on track to complete the CCTV inspection for the entire sewer system? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the Rehabilitation and Replacement Plan in Appendix D provide up-to-date short and long term rehabilitation actions? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Are all Sewer Division employees certified for their job title and have they received the necessary annual training as outlined in the Training Program Appendix E? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Do supervisors believe that their staff is sufficiently trained? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is staff satisfied with training opportunities and support? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the inventory in Appendix F for Contingency Equipment and Replacement Part Inventories current? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Are contingency equipment and replacement parts sufficient to respond to emergencies and properly conducted maintenance activities? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Discussion:

The following subsections of the SSMP have incorporated changes as a result of the 2014 audit:

- a) *Collection System Map:* The City maintains up-to-date maps of the wastewater collection system facilities, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water pumping and piping facilities. Sewer Division capital projects are also updated into the Sewer GIS and Public Works CIP database. Revisions to the collection system maps are maintained on the City's GIS where both the Sewer Division Supervisor and City Management have access to print and download maps. The GIS Manger position within the Public Works Department maintains the City's GIS database.
- b) *Preventative Operation and Maintenance:* No changes made. The operation and maintenance activities include the routine preventative maintenance and cleaning for each individual pump station and sewer main lines as identified in the SSMP Appendix C. The City's sewer collection

City of Imperial Beach
Sewer System Management Plan 2014 Audit

system main lines are separated into 16 different subareas that are maintained through annual jetting, with targeted problem areas receiving higher frequency cleaning. The City also operates 12 pump stations, generators, and backup pumps that receive routine maintenance according to the manufacturer's specifications.

c) *Rehabilitation and Replacement Plan:* The Rehabilitation and Replacement Plan in the SSMP Appendix D identify and prioritize system deficiencies and presents short and long-term rehabilitation actions that address each deficiency. The Capital Improvement Project Division in Public Works maintains the most recent 5-year CIP revisions and adjusts the priorities based on the results of additional CCTV inspections. The City implements a rolling 5-year CIP program with annual adjustments made to the 2-year implementation budget for council approved project. The most recent update to the 5 year Sewer CIP plan and 2-year implementation budget was approved through Resolution 2014-7451 and provided in Attachment 1 and serves as an update to the Rehabilitation and Replacement Plan in Appendix D of the SSMP. The following summarizes recently completed projects and pending projects.

a. Completed Projects:

Project Name	CIP No	NOC	Pipes and Manholes
Date Ave Diverter	D03-101	10/6/2004	Install new storm drain diverter on Seacoast & Date Ave South-West corner
Palm Ave Diverter	D03-102	1/1/2008	Palm Ave west street end north side
Pump Station No. 8 & 9	W03-102	4/21/2006	Complete rebuild of PS 9 and some rehabilitation to PS 8
Pump Station 1B Upgrade	W05-103	8/15/2006	Replace 2 existing pumps with Gorman Rupp Super T Series Pumps and GRT-6 A3SB with Tungsten titanium seals.
Pump Station No. 6 Force Main and PS No. 4	W05-102	9/18/2006	Work included in the St Improvements Phase 2 project. PS6 construct a new force main, clean outs. Installed PVC conduit in PS6 & PS4
Sewer System Capacity Study/Sewer Master Plan	W05-902	7/22/2008	Evaluation of the City's Sewer System with complete report and 5- year CIP projects
Pump Station 3 Upgrade	W05-104	7/24/2008	This project was part of W05-401
09/10 Televiser Pipe Sections/Sewer Mains 53 pipes, 13,668.66 LF of pipes CCTV (see Downstream report May 2011)	W10-202	4/12/2011	4, 5, 10, 12, 19, 24, 27, 31, 60, 97, 119, 123, 127, 137, 147, 148, 192, 193, 197, 204, 205, 231, 552, 238, 239, 250, 251, 292, 293, 297, 727, 740, 316, 317, 338, 355, 366, 463, 498, 595, 596, 620, 624, 650, 669, 678, 681, 700, 756, 796, 895, 896, 2046
Sealing & Repair Wet Wells & Manholes 54 MH, 7 wet wells, 2 drywells, 1 new manhole and new connection pipe from MH 457 to WW at PS 7	W05-401	8/13/2011	Repair MH#'s 6, 32, 44, 50, 59, 81, 82, 83, 122, 126, 130, 177, 181, 182, 190, 221, 222, 238, 239, 241, 243, 244, 248, 262, 263, 278, 279, 280, 281, 323, 326, 341, 400, 409, 456, 457, 457A, 469, 470, 512, 523, 524, 556, 657, 681, 682, 683, 684, 685, 696, 759, 760, 761, 762, 763 323. Wet/Dry Wells # 1A, 2, 3, 4, 5, 6, 7
PS 7 Wet Well Replacement	W06-101	9/21/2011	This work done with Sealing & Repair Wet Wells & Manholes W05-401 project.
No. 1 Annual Main Line Repairs FY 9-10 (pipe replacement) RBF-1	W10-101	10/14/2011	Imperial Beach Blvd install a new pipe between MH 358 and 689, cut vertical pipe on MH 358 and abandon
No. 1 Annual Main Line Repairs RBF-1	W10-201	10/14/2011	Grouting & Lining pipes 353, 365, 343, 429, 578, 579
Tran CCTV Inspection (Task Area 1) & Conditions Assessment Report	W10-202	12/1/2011	CCTV 13,632 feet of 6" & 8" Sewer lines and provide report
PS1B Odor Control (part of St Imp 3B)	S04-108	1/13/2014	Redesign of odor control for PS1B relocated vent on south east corner of Imperial Beach Blvd
No.2 Annual Main Line Repairs FY 10-11 RBF-2	W11-201	3/11/2014	Patch lines 286, 410, 547, 548 MH repairs 194, 195, 196, 50, 228 CIPP Lines 108, 109, 55, 401
Tran CCTV Inspection (Task Area 2) FY 12/13 Conditions Assessment Report	W14-201	4/1/2014	CCTV of 5,330 LF Pipe 5, 10, 19, 55, 60, 98, 99, 127, 147, 197, 231, 238, 251, 401, 463, 756, 796 verify conditions

City of Imperial Beach
 Sewer System Management Plan 2014 Audit

b. CIP 2-Year Implementation Budgeted Projects:

CIP No	Project Name	Project Status
W12-201	Annual Main Line Repairs (Tran Red Flag Rpt 2011)	Active Construction
W12-202	Annual Main Line Repairs by Microtunneling	Active Construction
W14-201	Annual Main Line Repairs FY 12/13	Active Design
W13-101	Pump Station No. 10 Rehabilitation (Wet Well Only)	Design Ready for Bid
S14-101	Sewer-Storm Water Interface Hardening	Active Construction
Sewer	Pump Station No. 10 Rehabilitation (Emergency generator replacement)	Hold
W15-201	Annual Main Line Repairs (identified Prev CCTV) FY 14/15	Active Design
W15-101	Pump Station No. 4	Not assigned yet
W15-102	Pump Station No. 6	Not assigned yet
W15-202	Televise Sewer Mainlines	Active Contract

- d) *Training*: Regular training for sanitary sewer operations and maintenance staff ensures that employees are safe and adequately prepared on the job. All sewer division staff receives the necessary training for the duties and responsibilities of their assigned job. No updates were made as a result of this audit to the Training Program in the SSMP Appendix E.
- e) *Contingency Equipment and Replacement Inventories*: The list of sewer system operation equipment and replacement parts is provided in the SSMP Appendix F. Minor updates were made to the inventory during this audit. The City also maintains a fixed asset lists for audit purposes. The fixed asset list and an updated Contingency Equipment and Replacement inventory for the Sewer Division is provided in Attachment 3.

Element 5.0 Design and Performance Design Standards:

This element provides the standards for the design and performance for installation and repair as well as the inspection and testing of sewer facilities.

Audit Questions:

Are the design and performance standards in the SSMP current and up-to-date for installation, rehabilitation, testing and repair of equipment and facilities? Yes No

Is Appendix G for design and performance standards current with the most recent council resolution for the standards stated above? Yes No

Discussion:

The performance and design standards for the SSMP are listed in *The Standard Specifications for Public Works Construction (Greenbook)*, and the regional supplements to the Greenbook. A regional update to the GreenBook was made available in 2012 and subsequently adopted by the City in Resolution No. 2012-7152. The most recent supplemental to the Greenbook was made available in 2014 and adopted through Resolution 2014-7499. The updates to the Greenbook by reference are included as part of this SSMP Audit. Appendix G in the SSMP was also updated to support the most recent Greenbook standard adopted by City Resolution No. 2014-7499. The adopted Greenbook resolution is provided as Attachment 2.

Element 6.0 Overflow Emergency Response Plan:

The overflow emergency response plan identifies measures to protect public health and the environment. The Sewer Overflow Emergency Response Plan is provided in Appendix H.

Audit Questions:

Does Appendix H contain up-to-date information on the emergency response plan? Yes No

Is the current Sewer Overflow Emergency Response Plan effective in handling SSOs? Yes No

Discussion:

The Overflow Emergency Response Plan in Appendix H of the SSMP provides City staff with the direction and guidance for a quick and effective response to a sewer system overflow event. The City regularly evaluates and makes minor modifications to the Overflow Emergency Response Plan based on upgrades to the collection system, changes in staff, and lessons learned through implementation. Through regular business operations the City get opportunities to implement different elements of the Overflow Emergency Response Plan from planned and unexpected power loss, during planned construction activities, and in response to private lateral or mainline spills. The updated Emergency Response Plan is provided in Attachment 4.

Element 7.0 Fats Oil and Grease Control Program:

The fats, oil, and grease (FOG) control program identifies source control measures to reduce the amount of grease blockages in the sewer system.

Audit Questions:

Does the City's FOG Control Program in Appendix I adequately protect the sewer system from SSOs caused by grease?

Yes

No

Has the City adopted a FOG Control Ordinance?

Yes

No

Discussion:

Fats, oils, and grease from food service establishments can contribute to the buildup of grease in the City's sewer collection system and have contributed to private lateral spills in the City. The existing FOG Control Program in Appendix I of the SSMP requires the Environmental Division to inspect and evaluate all food service establishments and to make modifications to the FOG Control Program as necessary.

The Environmental Division initiated a FOG inspection program in 2009 for food service businesses in combination with the annual commercial storm water inspections. The food service establishments are evaluated on compliance with the Uniform Plumbing Code, training of staff, following of best management practices, and proper maintenance of grease treatment devices. As the result of the annual FOG inspections and the FOG assessment conducted in the 2010 SSMP Audit Report the City has decided to move forward with an update to its municipal code to more effectively manage the discharge of grease into the City's collection system.

Staff returned to Council on February 16, 2011 and presented a list of strategy options to enhance the City's FOG Control Program through an update of the Imperial Beach Municipal Code. Staff was directed to reach out to the local business community on the different options for a FOG Control Program. On April 13, 2011 Staff gave a presentation to the local Chamber of Commerce and then on May 31, 2011 held a special workshop for local restaurant owners to discuss the range of FOG control options.

Staff then provided a second update to Council on August 15, 2012 on the results of the outreach efforts in the community and presented a draft ordinance for discussion. Comments were received and incorporated into the final ordinance and approved through Ordinance 2012-1131 on November 21, 2012. The City's Fats, Oils, and Grease Control Ordinance 13.14 is provided as Attachment 5 to this SSMP Audit and incorporated into the SSMP Appendix I.

Element 8.0 System Evaluation and Capacity Assurance Plan:

This element provides an evaluation of the sewer system in regards to current and future dry and wet weather peak flow events. The hydraulic model also evaluates the wet wells at the pump stations to determine additional capacity needs. The results from the hydraulic model should be used in conjunction with the CCTV inspections in the development and prioritization of sewer capital improvement projects. The hydraulic model should also be used when assessing the impact of new development projects on the City's collection system.

Audit Questions:

- | | | |
|---|---|-----------------------------|
| Does the hydraulic model contain up to date information on the capacity assessment of the sewer system and adequately prepare the City for future growth? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the hydraulic model that is part of the Capacity Assurance Plan in Appendix J considered in the Sewer Division CIPs? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the City use the hydraulic model when constructing new development projects? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the City adequately evaluate the long term capacity assurance needs when developing future capital improvement projects? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Discussion:

Imperial Beach is almost completely developed out. Future sewer system capacity needs for the City are minor and will result from the redevelopment of existing facilities. The City evaluates the long term capacity assurance of the sewer system through the general planning process and the short term 5-year capital improvement program and plans to update the City's sewer capacity model every 10-years. The City also requires new developments or significant redevelopment projects to verify sewer system hydraulic capacity as a condition of construction. Major development planning projects in the City that required hydraulic capacity model verification through RBF Consulting include the following:

- Sea180, Sudberry Redevelopment of 9th and Palm, American Legion Redevelopment, Navy Coastal Campus, Bernardo Shores

Element 9.0 Monitoring Measurement and Program Modifications:

Each of the elements of the SSMP has methodology for updating the processes and maintaining records. Each element of the SSMP shall be modified as needed to represent the lessons learned through implementation.

Audit Questions:

Does the City maintain relevant documentation that can establish and prioritize activities? Yes No

Did the Sewer Division Supervisor and Public Works Director monitor the implementation and, where appropriate, measure the effectiveness of each SSMP element? Yes No

Did the City make efforts to identify and illustrate SSO trends, including frequency, location, and volume? Yes No

Discussion:

The City properly maintains the documentation for each SSMP element and continuously reviews the effectiveness of the SSMP to ensure the highest level of service. One measure of effectiveness used by the City is a review of historic sewer system overflow to identify trends in sewer system overflows including cause, frequency, location, and volume. By understanding the history of sewer system overflows the City can more effectively implement or modify existing management programs to prevent future overflows from occurring. The analysis presented in Attachment 6 assesses sewer overflow trends dating from 2007 through 2014.

Year	Mainline SSO	Private Lateral SSO
2007	3	6
2008	0	4
2009	2	6
2010	3	3
2011	1	7
2012	2	7
2013	1	5
2014	1	2

Element 10.0 SSMP Audits:

Every even year (every 2-years), the Public Works Director shall oversee an audit of the SSMP program that will culminate in a report documenting the effectiveness of the program in regards to reducing sewer spills, maintaining the level of service of the sewer system, and providing sewer capacity for development. The report shall identify areas where actual operations differ from the documented procedures and provide recommendations for updating either the operations or documented procedures. The report shall identify deficiencies in the SSMP and provide steps to correct them. This report shall be kept on file.

Audit Questions:

Is an update to the City's SSMP warranted based on the results of the audit? Yes No

Discussion:

The following updates were made to the City's SSMP:

Section	Updates Made
1.0 Goals	Updated SSMP goals. Added goal #8
2.0 Organization	Updated City staff, contacts, Chain of Communication, and organization chart
3.0 Legal Authority	The legal authority matrix updated IBMC 13.14 FOG ordinance
4.0 Operation & Maintenance	Collection System Map: Maintain and up-to-date waste collection system map that is maintained on the City's GIS. Maintained by GIS Manager. Rehabilitation and Replacement: Updated 5-year CIP and 2-year CIP implementation plan Resolution 2014-7451 is provided in Attachment 1. Contingency Equipment and Parts Inventories: Minor updates made to inventory.
5.0 Design & Performance Standards	Updated Greenbook through Resolution No. 2014-7499
6.0 Overflow Emergency Response Plan	Updated the Sewer Overflow Emergency Response Plan Appendix H
7.0 Fats, Oil, and Grease	Updated FOG program and adopted FOG Control Ordinance 13.14 Appendix I
8.0 System Evaluation & Capacity Assurance Plan	The City evaluates the long term capacity assurance of the sewer system through the general planning process and the short term 5-year capital improvement program and anticipates a complete model update after 10-years.
9.0 Monitoring Measurement and Program Modifications	Since 2007 the City has experienced 13 sewer main spills and 40 private lateral spills.

Element 11.0 Communication Program:

The SSMP process will be discussed and open for public input at the City Council meetings. The 2014 SSMP Audit report will be presented at a City council meeting on November 5, 2014. In addition, the SSMP will be posted on the City's website along with contact information where interested parties can comment on the plan and the implementation.

Audit Questions:

None

Discussion:

None

Attachment 1

Rehabilitation and Replacement Plan (Sewer Division CIP)

RESOLUTION NO. 2014-7451

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING CITY OF IMPERIAL BEACH FIVE YEAR CAPITAL IMPROVEMENTS PROGRAM (CIP) AND THE INITIAL FUNDING NECESSARY TO IMPLEMENT THE TWO YEAR IMPLEMENTATION SCHEDULE

WHEREAS, the City Council has adopted City Council Policy 616 creating an Imperial Beach Capital Improvement Program containing a Capital Improvements List, a Major Maintenance Inventory, a Professional Services and Planning Documents List and a Two Year Implementation Schedule; and

WHEREAS, the City Council has reviewed the proposed capital and major maintenance projects and caused a comprehensive list of projects and professional services to be organized into the Imperial Beach Capital Improvements Program as directed in City Council Policy 616; and

WHEREAS, the City Council has identified the high priority maintenance and capital improvement projects and the funding necessary to complete the high priority projects; and

WHEREAS, commencement of the high priority maintenance and capital improvement projects will require the allocation of funding from the funding source(s) identified for each high priority project and it has been determined that there are sufficient funds in the respective accounts to design, construct and / or study the projects included in the Two Year Implementation Schedule;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

SECTION 1 Capital Improvement Program

In accordance with City Council Policy 616, the City Council adopts the Imperial Beach Capital Improvement Program attached hereto as:

1. Exhibit A: Major Maintenance Inventory and Capital Improvement Projects List
2. Exhibit B: Two Year Major Maintenance and Capital Improvement Implementation Schedule

SECTION 2 Funding Allocations

Funding for all projects identified in the Two Year Implementation Schedule will require a funding allocation approved by the City Council. In some instances, until more detailed project information is available, only a portion of the anticipated project funding needs to be initially allocated. The funds will be drawn from the funding source identified in Exhibit B: Two Year Major Maintenance and Capital Improvements Implementation Schedule. The following projects (for additional detail refer to Exhibit C: Two Year Implementation Schedule Detail Sheet) have been identified as high priority projects and this resolution authorizes allocation of funding for implementation of the projects as indicated:

<u>Project</u>	<u>Funding Allocation</u>
1. Bikeway Village	\$1.7 million
2. Public Improvements at 9 th and Palm	\$2.16 million

<u>Project</u>	<u>Funding Allocation</u>
3. Eco Tourism Wayfinding and Placemaking	\$50,000
4. Revolving Loan Fund	\$100,000
5. Regional Communication System	Staff will present future Resolution
6. Technology Upgrades	Internal Committee to define Scope
7. Alley Improvements	\$50,000 to conduct engineering
8. Elm Avenue Enhancements	\$40,000 to complete pre-engineering
9. Seacoast Aesthetics	\$300,000
10. Demonstration Roundabout	\$19,000 to augment current funding
11. New Park – Eastern Portion of Community	\$5,000 to develop concept
12. Residential Citywide Street Lighting	\$150,000
13. Installation of Sidewalks on Delaware	\$100,000 to complete engineering
14. Update the "Big Picture" Planning Document	\$50,000

Additional funding allocations to complete high priority projects will be presented to the City Council for consideration after project details have been developed.

SECTION 3 Directions to Proceed

Adoption of this resolution authorizes the City Manager to commence appropriate action on the projects identified in Exhibit B: Two Year Major Maintenance and Capital Improvements Implementation Schedule which is attached hereto. It is noted that several of the projects will require additional action from the City Council for funding and approval.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 19th day of February 2014, by the following vote:

AYES: COUNCILMEMBERS: BRAGG, SPRIGGS, BILBRAY, PATTON, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: NONE

Signature on file

JAMES C. JANNEY, MAYOR

ATTEST:

Signature on file

JACQUELINE M. MALD, MMC
CITY CLERK



SSMP Audit Report Attachment #1

Exhibit A to Resolution No 2014-7451

Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
				CIP FY 13-14 Projects on Hold		Costs	
S14-104	High	N-New	PW FY13/14	Alley Improvements	This project will complete the alley paving of all dirt alleys in the City as directed by City Council. There are 34 dirt alley blocks or partial blocks in the City. The estimated construction cost for paving these alleys to Regional Standard Drawings - San Diego Region is \$2,500,000 plus another \$100,000 for design and administration costs. It has been suggested that the alley construction costs could be reduced by 1/3 by installing asphalt paving instead of concrete paving. The alley paving would need to include a storm water BMP design that will reduce or eliminate water discharge into the adjacent receiving waters. It is recommended that the alley paving be scheduled over a number of years with paving being accomplished in segments of \$400,000 to \$500,000 per segment.	\$ 500,000	New Strategic Capital Improvement GF Reserve
S13-309	High	M-Maint.	PW FY13/14	RTIP FY 13/14 Elm Ave (Seacoast to 7th) Asphalt Overlay and associated sidewalk, curb & gutter and crosswalk improvements. This project will also install a raised intersection at 5th Street.	Overlay roadway; replace rolled curb with G-Curb; Streets portion funded by TRANSNET and Gas Tax; Raise the intersection at 5th Street to raise the below ground Sewer Lift Station No. 3 access above street grade to minimize flooding of lift station. A below ground storm drain system will be installed to reduce street flooding on Elm between MVHS east side alley to 5th Street and underneath the new raised intersection.	\$750,000	\$600,000 TRANSNET & \$100,000 Gas Tax & \$50,000 Sewer Enterprise Fund CIP
S13-309	High	N-New	PW FY13/14	Elm Avenue (7th to 4th Streets) Pedestrian, Bicycle and Traffic Calming Accommodations	Construct bike lane between Connecticut and 4th Streets; widen sidewalk on south side between 7th and 4th replace most of the MVHS parking in front of H.S. with student drop off zone; eliminate parking on south side between Connecticut and 4th Street;	\$300,000	Gas Tax (Note: staff will actively seek grant funding for some or all of this project).

SSMP Audit Report Attachment #1

Exhibit A to Resolution No 2014-7451

Capital Improvements Program (CIP)

Project Number	Priority	M-Maint N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
SP1-310	High	N-New	PW FY13/14	Seacoast Dr Aesthetic Project	The Seacoast Drive Aesthetic Project has three main goals: 1) improve lighting in pedestrian settings such as sidewalks, plazas and parks; 2) enhance the walking experience physically and visually along Seacoast Drive; 3) create a special identity thus making Seacoast Drive a destination for residents and visitors. The methods to be considered to improve Seacoast Drive aesthetics are: 1) make Seacoast Drive appear "brighter" by creating a heirarchy of lighting 2: improve places for people to walk and gather; and 3) create a street "brand" or visual identity.	\$300,000	New Strategic Capital Improvement GF Reserve
S14-105	High	N-New	PW FY13/14	Demonstration Round about	Resolution No. 2013-7407 adopted October 16, 2013 appropriated funding for and authorized design and construction of a 9th & Donax Street demo round about. Resolution No. 2013-7407 appropriated \$12,000 from Gas Tax Undesignated Reserve for this purpose. The design cost for this project was \$7,000. The construction materials cost is estimated at \$23,000 with City forces performing the construction. City employee labor is estimated at 200 person hours. Thus the total cost of the project, less City labor, is \$30,000. Since the appropriate amount is \$11,000, it is necessary to appropriate an additional \$19,000 to complete the project using City forces.	\$19,000	Gas Tax

SSMP Audit Report Attachment #1

Exhibit A to Resolution No 2014-7451

Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
CIP FY 10-14 Project List Unfunded							
COMMUNITY DEVELOPMENT PROJECTS							
	High	N-New	CD	Bikeway Village	Construct public improvements to a new commercial development project at the property at the intersection of 13th St and Cypress Ave. Including new access to Bayshore Bikeway. Developer will do this work.	\$1,700,000	2010 Bond Fund
	High	N-New	CD	9th & Palm Avenue / State Route 75 Public Improvements	Construct public improvements to a new commercial development project at the properties west of 9th Street, south of State Route 75/Palm Avenue, east of Delaware Street and north of adjacent alley. Developer will do this work.	\$2,160,000	2010 Bond Fund
	High	N-New	CD	Eco Tourism Infrastructure	This project is intended to increase the number of visitors to Imperial Beach through ecological tourism. This project will focus on the development of a placemaking and waymaking system (including public art) and visitor serving facilities. The funding recommended with this effort is to study and design these elements. Additional funding may be required for actual construction or installation.	\$50,000	Public Works GF Reserve
	High	N-New	CD	Revolving Loan Fund	An appropriation of funding to be used as a revolving loan fund for commercial building facade renovation. Low interest loans will be provided to business owners, not to exceed \$10,000, to be paid back over a defined period of time (typically 5 years). This is a one-time allocation and it is anticipated that the funding will be used on an ongoing revolving loan issued on a first come first served basis	\$100,000	New Strategic Capital Improvement GF Reserve

SSMP Audit Report Attachment #1

Exhibit A to Resolution No 2014-7451

Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
			PW	PUBLIC WORKS PROJECTS			
			PW-F	FACILITIES			
	Medium	N-New	PW-F	Construction of Vehicle Wash Pit	This project will construct a wash pit at Public Works Facility separate from the waste water pit to enhance public health of employees.	\$ 30,000	Not Identified
	Medium	N-New	PW-F	Addition to P.W.s office facility	Pour concrete slab on NW corner of existing building and erect a steel building to add approximately 800 sq. ft. of office space.	\$100,000	Not Identified
	Medium	M-Maint.	PW-F	Fire Station - lighting and plumbing	Upgrade windows, lighting and plumbing to current building codes	\$20,000	Not Identified
	Low	N-New	PW-F	Fire Station - Metal Building	Metal Extension Building behind the apparatus floor (\$300,000); Fire Station Drying Lockers (\$33,000)	\$333,000	Not Identified
	Medium	M-Maint.	PW-F	City Hall / Community Room (EOC)	Upgrade windows and lighting to current building codes. Refurbish parking lot, upgrade the irrigation & landscape throughout	\$100,000	Not Identified
	Medium	M-Maint.	PW-F	Marina Vista Center / Senior Center. This project is 50% designed from previous funding which was removed in 2008.	Upgrade lighting to current building code; replace flooring throughout; refurbish both kitchens; refurbish arts & craft room. Install HVAC; Refurbish lobby and hall.	\$150,000	Not Identified
	Low	N-New	PW-F	Dempsey Holder Safety Center - phase 1	Replace carpet on 2nd floor mezzanine; complete gas fireplace installation; create additional locker room area; custom fit new window blinds @ 3rd and 4th floors; replace all hardware on exterior pedestrian doors; replace flooring @ 1st floor Life Guard area; tint all lifeguard area windows; new outdoor shower; new stingray wound area	\$300,000	Not Identified
	Low	N-New	PW-F	Dempsey Holder Safety Center - phase 2	Dempsey Center 2nd floor Weight Room - \$75,000 Dempsey Center 1st floor kitchen - \$30,000 Dempsey Center 1st floor Outside Medical Aid Station - \$15,000 Dempsey Center 1st floor Tidelands Office in the north garage bay - \$5,000 Dempsey Center 2nd floor Event Planning Event Planning Center - \$10,000	\$135,000	Not Identified
			PW-V	VEHICLE REPLACEMENT			
	Low	N-New	PW-V	Fire Station - Response Vehicle	Fully Equipped Squad Response Vehicle	\$275,621	Vehicle Replacement and Maintenance Fund
	Low	N-New	PW-V	Fire Station - Communications vehicle	Communications Vehicle / Mobile EOC	\$200,000	Vehicle Replacement and Maintenance Fund

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Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
			PW-P	PARKS			
	High	N-New	PW-P	New Park: Southeast Imperial Beach	The intent of this project is to provide a neighborhood park in the southeast quadrant of the City. The location and infrastructure for this park are yet to be identified. It is estimated that the cost for this new park will range between \$500,000 and \$2,500,000. It is suggested that up to \$5,000 be appropriated to initiate the search and identify the project parameters. Once a project site and infrastructure are approved, it is suggested that the City seek grant funds to include Prop 54.	\$5,000	New Strategic Capital Improvement GF Reserve
	Low	N-New	PW-P	Skate Spot (North of SR-75)	This project proposes to construct a skate "spot" north of S.R. 75. Location has not been identified, however possible locations include Teeple Park, area west of City's public works facility, and Bayside Elementary school	\$ 100,000	Not Identified
	Medium	M-Maint.	PW-P	Sports Park Master Plan Phase 2 approx. This project 80% designed from previous funding which was removed in 2008.	4' and 6' perimeter outer fence at fields E/F, 8' perimeter outer fence at field D, backstops at field B & D, Benches/Bleachers and dug outs on concrete pads at fields B & D, Bleachers safety barrier at field D, Concrete curb under fence at field E & F, Construction of ball field E/F fence, Install electrical outlets at field F, new bleachers at field D, Permeable concrete south of field A and north of field E/F including new tree planters, reshape outfield fence at field D	\$ 350,000	Not Identified
	Medium	M-Maint.	PW-P	Sports Park Master Plan Phase 3	Construct additional trash enclosures; Clean up/tidy up the area west of field C; Concession Stand Remodel; Fencing around storage containers by field C; Install drinking fountain by trellis/picnic area; Install parking lot gate South of Caspian Way and 4th Street Intersection; <u>Remodel or replace outside restrooms adjacent to field A (outfield)</u> ; Replace retaining wall brick cap around picnic area; Replace & modernize to tot lot equipment; Replace 4" backflow device with 3" device; Replace entire tot lot surface with rubberized materials; Replace/rebuild seat wall at tot lot with like walls (similar to Teeple or Reama Park); Resurface alley parking lot between rec center & church; Replace missing /removed and other damaged trees within the park.	\$ 400,000	Not Identified
	Low	M-Maint.	PW-P	Sports Park Recreation Center Master Plan	Game/Staff Room—add café-style seating, Game/Staff Room—add window access to Café, Teen room—add pool/air hockey table, Teen room—new furniture & equipment	\$ 30,000	Not Identified

SSMP Audit Report Attachment #1

Exhibit A to Resolution No 2014-7451

Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
	Low	N-New	PW-P	Cherry Avenue Open Space east of 11th Street Enhancements	To provide Bayshore Bikeway amenities at the north end of Florida Street. Project will include an Environmental review; fencing, park furniture; irrigation, etc.	\$ 150,000	Not Identified
	Low	N-New	PW-P	Tennis Courts	It has been discussed that this project could possibly be considered jointly with a school district. The Courts would be most useful if located within easy access to school kids as part of their school curriculum. The estimated construction cost is \$70,000 per court. This project suggests at least 4 to 6 courts should be construction.	\$ 420,000	Not Identified
	Low	N-New	PW - P	Municipal Swimming Pool	As part of the 2004 RDA community workshops, there was much discussion from members of the public regarding the need/desire of a community swimming pool. This project is being included for consideration as a future project with no known location or construction and maintenance funding source.	\$ 6,000,000	Not Identified
	Low	N-New	PW - P	Carnation & Silver strand Open Space	Approximately 1.5 acres of open space adjacent to Camp Surf. This area is being held available for a future recreational opportunity.	\$ 400,000	Not Identified
	Low	N-New	PW-P	Triangle Park Phase 2	Attributes and infrastructure unspecified, Modernized irrigation system.	\$ 100,000	Not Identified
	Low	M-Maint.	PW-P	Reama Park Master Plan	Rehab the park infrastructure (tot-lot, ADA surface, irrigation, lighting etc.)	\$ 100,000	Not Identified
	Medium	N-New	PW-P	Veterans Park Master Plan	Remodel & replace outside restrooms, Replace & modernize tot lot equipment	\$ 200,000	Not Identified

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Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
			PW-W	SEWER			
	High	M-Maint.	PW-W	FY 14/15 Annual Main Line Work Identified in previous CCTV	New work identified via the most recent CCTV reports showing greatest need to maintain the sewer mainlines and to reduce infiltration	\$ 250,000	Sewer Enterprise Fund
	High	M-Maint.	PW-W	FY 15/16 Annual Main Line Work Identified in previous CCTV	New work identified via the most recent CCTV reports showing greatest need to maintain the sewer mainlines and to reduce infiltration	\$ 400,000	Sewer Enterprise Fund
	High	M-Maint.	PW-W	FY 16/17 Annual Main Line Work Identified in previous CCTV	New work identified via the most recent CCTV reports showing greatest need to maintain the sewer mainlines and to reduce infiltration	\$ 400,000	Sewer Enterprise Fund
	High	M-Maint.	PW-W	FY 17/18 Annual Main Line Work Identified in previous CCTV	New work identified via the most recent CCTV reports showing greatest need to maintain the sewer mainlines and to reduce infiltration	\$ 400,000	Sewer Enterprise Fund
	High	M-Maint.	PW-W	Pump Station No. 4 Rehabilitation (FY 14/15)	replace pumps, stands, and foundations; remove and replace vertical brace for piping; replace wet well inlet valves;	\$ 75,000	Sewer Enterprise Fund
	Low	M-Maint.	PW-W	Pump Station No. 5 Rehabilitation	Renovate or replace the pump station to include pump foundations, new pumps, new valves, and wall casing. Prepare construction plans and specifications. Award a contract to replace or modify pumping station and/or wet well to eliminate surcharging of incoming lines.	\$ 300,000	Sewer Enterprise Fund
	High	M-Maint.	PW-W	Pump Station No. 6 Rehabilitation (FY 14/15)	Renovate pump station to include station floor, pump foundations, valves and piping	\$ 75,000	Sewer Enterprise Fund
	Low	M-Maint.	PW-W	Pump Station No. 8 Rehabilitation	Replace all three pumps' foundations and repair / float floor	\$ 30,000	Sewer Enterprise Fund
	High	M-Maint.	PW-W	Televised Pipe Sections/Sewer Mains 161,000 of remaining lines	This project will televise the remaining 142,000 linear feet of sewer main in the City. The first 82,000 linear feet was televised in fiscal years 2007/2008 and 2010/2011. The CCTV will help direct the City towards making sewer main repairs towards the most severe main failures.	\$ 160,000	Sewer Enterprise Fund
	Low	N-New	PW-W	Pump Station No. 8 Odor Control	Design and construct an Odor Control system for Pump Station No. 8	\$ 100,000	Sewer Enterprise Fund

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Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
			PW-D	STORM DRAIN			
	Low	N-New	PW-D	Carnation & Seacoast Intersection Flooding Project	As part of the Palm Avenue street-end storm water pump station improvements, a stub line was extended from the Palm Avenue lift station wet well to Seacoast Drive at Palm Avenue. This project would provide for a connection between Carnation Avenue / Seacoast Drive intersection to the new stub out at Palm and Seacoast Drive. The purpose of this connection would be to alleviate or reduce storm water ponding at the intersection of Carnation and Seacoast Drive when the Camp Surf detention pond is full and will not take in additional street water. The new storm drain line is approximately 600-feet long @ a cost of \$100 per linear foot.	\$ 60,000	Not Identified
	Medium	N-New	PW-D	Storm Drain Channel Upgrade Thorn to 5th; Spruce to Carolina; Essex to 9th; and 1200 blk Holly to Grove	This project will improve the easement infrastructure at these locations to improve drainage and improve storm water and nuisance water infiltration. The exact design of these improvements will need further study by City Engineer.	\$ 300,000	Not Identified
	Low	N-New	PW-D	Underground Storm Drain: Bayside Elementary	Improve drainage at Bayside Elementary School to drain playground area at Southwest Corner. Add 2-manholes in Bayside Elementary School line. Requires permission from school district for maintenance access.	\$ 120,000	Not Identified

SSMP Audit Report Attachment #1

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Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
			PW-S	STREETS			
	Medium	M-Maint.	PW-S	Bayshore Bikeway Slurry Seal	To Lay down a slurry seal to increase the life of the Bayshore Bikeway.	\$ 15,000	Not Identified
	High	M-Maint.	PW-S	Annual Slurry Seal - FY14/15	An annual slurry seal program will extend the life of the streets and reduced the long term maintenance cost of the streets by extending the time between major street repairs/asphalt overlay/reconstruction.	\$ 100,000	Gas Tax Reserve
	Medium	M-Maint.	PW-S	Annual Slurry Seal - FY15/16	An annual slurry seal program will extend the life of the streets and reduced the long term maintenance cost of the streets by extending the time between major street repairs/asphalt overlay/reconstruction.	\$ 100,000	Gas Tax Reserve
	Medium	M-Maint.	PW-S	Annual Slurry Seal - FY16/17	An annual slurry seal program will extend the life of the streets and reduced the long term maintenance cost of the streets by extending the time between major street repairs/asphalt overlay/reconstruction.	\$ 100,000	Gas Tax Reserve
	Medium	M-Maint.	PW-S	Annual Slurry Seal - FY17/18	An annual slurry seal program will extend the life of the streets and reduced the long term maintenance cost of the streets by extending the time between major street repairs/asphalt overlay/reconstruction.	\$ 100,000	Gas Tax Reserve
	High	M-Maint.	PW-S	RTIP FY14/15 Street Improvements	Annually the City receives approximately \$450,000 of TransNet funds that can be used for major street maintenance. This is an ongoing annual funded program that should be used on a capital street improvement projects annually or bi-annually if combining yearly allocations.	\$ 450,000	TransNet funded
	High	M-Maint.	PW-S	RTIP FY15/16 Street Improvements	Annually the City receives approximately \$450,000 of TransNet funds that can be used for major street maintenance. This is an ongoing annual funded program that should be used on a capital street improvement projects annually or bi-annually if combining yearly allocations.	\$ 450,000	TransNet funded
	High	M-Maint.	PW-S	RTIP FY16/17 Street Improvements	Annually the City receives approximately \$450,000 of TransNet funds that can be used for major street maintenance. This is an ongoing annual funded program that should be used on a capital street improvement projects annually or bi-annually if combining yearly allocations.	\$ 450,000	TransNet funded
	High	M-Maint.	PW-S	RTIP FY17/18 Street Improvements	Annually the City receives approximately \$450,000 of TransNet funds that can be used for major street maintenance. This is an ongoing annual funded program that should be used on a capital street improvement projects annually or bi-annually if combining yearly allocations.	\$ 450,000	TransNet funded

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Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
	Low	N-New	PW-S	Bayshore Bikeway Spur	Design and construct a new bikeway from existing Bayshore Bikeway across S.R. 75 that will provide access to the City's ocean front area via one of the concepts included in the current Bicycle Transportation Plan (BTP).	\$ 3,000,000	Not Identified
	Low	N-New	PW-S	Carnation Avenue Street End Plaza	This project has been designed by the Port of San Diego and approved by City Council. The Port of San Diego's funds for this project are no longer available. The design widens the street end by 20 feet to the north, constructs a wall/fence along the northern perimeter, provides beach access, includes handicap parking and a plaza for an ocean view.	\$ 1,200,000	Port of San Diego
	Low	N-New	PW-S	Regional Transportation Congestion Improvement Plan (RTCIP)	This project will design and construct vehicle, bicycle and public transportation circulation and pedestrian improvements in that segment of SR75 between 7th Street and 9th Street, including the intersections of 7th Street and 9th Street. This project is consistent with and required by the Prop A Extension Ordinance.	\$ 23,000	TRANSNET transportation impact fee - exaction
	High	N-New	PW-S	Residential Citywide Lighting Improvements	Install street lights in neighborhoods that currently have inadequate street lighting. A 2005 study by a Lighting Assessment Engineer proposed that to provide a minimum of pedestrian and street lighting throughout the City an additional 270 additional street lights should be installed in the residential neighborhoods. There are currently approximately 340 residential street lights installed. Most of the new lights could be installed on existing SDG&E utility poles. Although some locations within the City would require new poles installed (approximately 80 new poles to be installed) to provide adequate coverage. The Assessment Engineer estimated the installation of lighting on existing poles plus the installation of the new poles would cost \$500,000. The annual maintenance costs for the additional lights were estimated at \$50,000. If City Council desires to move forward with this effort, Council may desire to consider proceeding in smaller increments over a number of years. For this implementation plan, appropriating \$50,000 will initiate a small project that if continued over succeeding years, will lead to street lighting throughout the City.	\$ 50,000	Public Works GF Reserve

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Capital Improvements Program (CIP)							
Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
	High	N-New	PW-S	Sidewalk Infill	This project would work to complete the construction of new sidewalk where none exist currently, to include: 600-700 blocks of Grove Avenue; 1100-1200 blocks of 7th Street; 600-700 blocks of Delaware; 100 block of Carnation Avenue; 300 block of Bonito Avenue; 300 to 500 blocks of Citrus Avenue; etc. For many of these sidewalk installations, a new G-Curb and gutter must be installed coincident with the sidewalk. For efficiency and reduction in costs, it is suggested that the sidewalk installation be performed when the adjacent street block[s] are due for an asphalt street restoration / overlay.	\$ 1,000,000	Not Identified
	Medium	M-Maint.	PW-S	South Seacoast Sidewalk	There are sections of sidewalk adjacent to the Estuary along South Seacoast Drive sliding or tilting toward the estuary. This project is to reinforce or reconstruct the sidewalk in a manner that corrects or stabilizes the sidewalk slide.	\$ 200,000	Not Identified
	Low	N-New	PW-S	State Route 75 Irrigation Upgrade	The State Route 75 median landscape was installed in 1998 with a drip irrigation system. The system is high maintenance because the drip tubes are easily damaged and broken by the pedestrian cross traffic. This project would replace the drip system with a more durable system and will replace the plants that are disturbed or removed as the result of the new irrigation system.	\$ 100,000	Not identified
	Low	N-New	PW-S	State Route 75 @ Rainbow Drive-Landscaping Project	The intersection of Rainbow Drive & S.R. 75 is cluttered with utility boxes and weeds. This is a primary entrance to the City beaches coming south on S.R. 75. This project would landscape the corners of Rainbow Drive and S.R. 75 intersection and the adjacent median to include irrigation, plants, trees and possible signage to the beachfront.	\$ 120,000	not Identified
	Low	N-New	PW-S	State Route 75 Sound Wall	Construct masonry block wall from Rainbow Drive to the northwest city limits on the west side of State Route 75	\$ 500,000	Not Identified

SSMP Audit Report Attachment #1

Capital Improvements Program (CIP)

Exhibit A to Resolution No. 2014-7451

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
			STDY	STUDIES / PROFESSIONAL SERVICES			
	High	N-New	STDY	Public Restroom and shower - South Seacoast	Investigate alternative locations for the construction of public restroom(s) and outdoor shower facility south of Imperial Beach Blvd. preferably near South Seacoast southern cul-de-sac. This would include public outreach and public meetings to obtain consensus of location and cost. The cost within this scope of work does not include design or construction.	\$ 75,000	Port of San Diego
	Medium	N-New	STDY	Storm Drain Treatment Control BMP's at Selected Outfalls	A study needs to be performed to determine what treatment control BMP's should be or can be constructed at the City's three major storm water outfalls in accordance with the Best Available Technologies (BAT's) to reduce the pollutant flow into the receiving waters. Those outfalls being Outfall K (12th Street into Otay River), Outfall H (immediately north of Bayside Elementary School into Otay River) and Outfall E/F (Grove Avenue discharge into Tijuana Estuary)	\$ 50,000	Not Identified
	High	N-New	STDY	Complete Streets Plan / Policy	Develop a Complete Streets / Active Transportation Plan with a circulation element update supported by an environmental study. This first element would be to engage a consultant to seek grant funding and develop a grant package for this effort. The consultant cost for the project's first element is estimated at \$5,000. The second element, to develop the Complete Streets, ... , is estimated to cost \$200,000 to \$500,000. This would be funded primarily through a grant.	\$ 5,000	Gas Tax Fund
	Medium	N-New	STDY	Municipal Code Update	Modernizing and updating the Municipal Codes to current standards	\$ 500,000	Not Identified
	Medium	N-New	STDY	Pavement Management Plan	Prepare an update to the Pavement Management Study completed in 2008. Propose a study to be conducted in FY 2015/2016 that will provide a report of the pavement conditions and rehabilitation strategies.	\$ 40,000	Not Identified
			IT	TECHNOLOGY			
	High	N-New	IT	Technology Upgrades	Investigate and purchase A software package that provides for Website upgrades, advanced accounting protocols, telephone upgrades, advanced agenda management, minutes creation, web streaming technology and citizen engagement tools for government transparency. The software package will promote staff efficiency, citizen participation, meeting efficiency, and legislative management solutions.	\$ 425,000	Technology / Communications Fund Balance

SSMP Audit Report Attachment #1

Exhibit A to Resolution No 2014-7451

Capital Improvements Program (CIP)

Project Number	Priority	M-Maint. N-New	Dept. Type	Capital Projects List (NEW), Major Maintenance Inventory (MAINT) and Professional Services and Planning Documents List (STDY) Project Name	Project Scope of Work	Estimated Costs	Fund Source
	High	N-New	IT	RCS purchase.	The Public Safety Department in company with County Sheriff will be upgrading the county wide Regional Communication System (RCS) in the next few years. The City is a participating member in this system and must pay its share of the installation and equipment purchase cost. The City has allocated approximately \$270,000 to towards the purchase of a new system that is expected to cost the City approximately \$750,000 when this program is implemented. In subsequent fiscal years additional funds are proposed to be placed towards this purchase.	\$ 750,000	Not identified. \$270,000 currently appropriated. Remaining fund source to be identified in subsequent years.

SSMP Audit Report Attachment #1

Exhibit B

TWO YEAR IMPLEMENTATION SCHEDULE

				Identified	GENERAL FUND BALANCE	RESTRICTED ECONOMIC UNCERTAINTY FUND	RESTRICTED FRANCHISE CAPITAL FUND	RESTRICTED PUBLIC WORKS PROJECTS	RESTRICTED PUBLIC SAFETY COMMUNICATI	GAS TAX FUND	PROP "A" (TRANSIT) FUND	BID BOND	VEHICLE REPLACEMENT/ MAINT	TECHNOLOGY/COM MUNICATIONS	FACILITY MAINT/ REPLACEMENT	SEWER ENTERPRISE FUND	PARKS MAJOR MAINTENAN CIP	PORT OF SAN DIEGO
Current Fund Balance					\$ 6,056,000	\$ 1,800,000	\$ 1,180,000	\$ 2,013,000	\$ 270,000	\$ 2,025,705	\$ 841,000	\$ 4,604,465	\$ 384,310	\$ 400,000	\$ 275,400	\$ 3,540,000	\$ 300,000	
Reserve Minimum Requirement								\$ (1,000,000)								\$ (2,000,000)		
FY15 Additional Fund Balance									\$ 100,000		\$ 450,000			\$ 25,000	\$ 100,000	\$ 400,000	\$ 50,000	
DEPARTMENT	PROJECT	New/ Maint	Priority	Est Costs														
PW FY13/14	RTIP FY 13/14 Elm Ave (Seacoast to 7th) Asphalt Overlay and associated sidewalk, curb & gutter and crosswalk improvements. This project will also install a raised intersection at 5th Street.	M-Maint.	High	\$ 750,000														
PW-S	Annual Slurry Seal - FY14/15	M-Maint.	High	\$ 100,000						\$ 100,000	\$ 600,000					\$ 50,000		
PW-S	RTIP FY14/15 Street Improvements	M-Maint.	High	\$ 450,000						\$ 100,000								
PW-W	FY 14/15 Annual Main Line Work Identified in previous CCTV	M-Maint.	High	\$ 250,000							\$ 450,000							
PW-W	Pump Station No. 4 Rehabilitation (FY 14/15)	M-Maint.	High	\$ 75,000												\$ 250,000		
PW-W	Pump Station No. 6 Rehabilitation (FY 14/15)	M-Maint.	High	\$ 75,000												\$ 75,000		
PW-W	Televised Pipe Sections/Sewer Mains 161,000 of remaining lines	M-Maint.	High	\$ 160,000												\$ 75,000		
				\$ 3,860,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 610,000	\$ -	\$ -
CD	Bikeway Village	N-New	High	\$ 1,700,000								\$ 1,700,000						
CD	9th & Palm Avenue / State Route 75 Public Improvements	N-New	High	\$ 2,160,000								\$ 2,160,000						
CD	Eco Tourism Infrastructure	N-New	High	\$ 50,000				\$ 50,000										
CD	Revolving Loan Fund	N-New	High	\$ 100,000			\$ 100,000											
IT	RCS purchase.	N-New	High	\$ 750,000	\$ 480,000				\$ 270,000									
IT	Technology Upgrade	N-New	High	\$ 425,000										\$ 425,000				
PW FY13/14	Alley Improvements	N-New	High	\$ 500,000			\$ 500,000											
PW FY13/14	Elm Avenue (7th to 4th Streets) Pedestrian, Bicycle and Traffic Calming Accommodations	N-New	High	\$ 300,000						\$ 300,000								
PW FY13/14	Seacoast Dr Aesthetic Project	N-New	High	\$ 300,000			\$ 300,000											
PW FY13/14	Demonstration Round about	N-New	High	\$ 19,000						\$ 19,000								
PW-P	New Parks Southeast Imperial Beach	N-New	High	\$ 5,000			\$ 5,000											
PW-S	Residential Citywide Lighting Improvements	N-New	High	\$ 50,000				\$ 50,000										
STDY	Complete Streets Plan / Polley	N-New	High	\$ 5,000						\$ 5,000								
				\$ 6,364,000	\$ 480,000	\$ -	\$ -	\$ 905,000	\$ 100,000	\$ 270,000	\$ 324,000	\$ -	\$ 3,860,000	\$ -	\$ 425,000	\$ -	\$ -	\$ -
	Project Total			\$ 8,224,000	\$ 480,000	\$ -	\$ -	\$ 905,000	\$ 100,000	\$ 270,000	\$ 524,000	\$ 1,050,000	\$ 3,860,000	\$ -	\$ 425,000	\$ -	\$ 610,000	\$ -
	Ending Fund Balance			\$ 6,056,000	\$ 1,800,000	\$ 275,000	\$ 913,000	\$ 100,000	\$ 1,501,705	\$ 241,000	\$ 744,465	\$ 384,310	\$ -	\$ 375,400	\$ 1,310,000	\$ 350,000	\$ -	\$ -

Attachment 2

Greenbook Resolution 2014-7499

RESOLUTION NO. 2014-7499

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, TO SUPPLEMENT OR REPLACE SELECTED CITY CONSTRUCTION STANDARD REFERENCE DOCUMENTS, TO WIT: 2014 CUMULATIVE SUPPLEMENT TO "GREENBOOK", AND 2012 STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION

WHEREAS, on June 5, 2013 City Council, City of Imperial Beach, adopted resolution 2013-7339 approving public works governing construction documents as follows:

- 2012 Edition "Greenbook" Standard Specifications for Public Works Construction
- 2013 Edition of the Supplement to the Greenbook
- 2009 Edition Standard Plans for Public Works Construction
- 2012 Edition San Diego Regional Standard Drawings with the following exemptions previously adopted:
 - Trench Repair Design Resolution No. 2004-5913
 - Regional Standard Drawing G-4 "Curb and Butters – Rolled" Resolution No. 2011-7050
 - Regional Standard Drawing G-14D "Concrete Driveway (confined Right-of-Way)" Resolution No. 2011-7050; and

WHEREAS, two standard reference documents have been supplemented or replaced, specifically 1) 2014 Supplement to "Greenbook" Standard Specifications for Public Works Construction 2012 Edition and 2) 2012 Edition Standard Plans for Public Works Construction; and

WHEREAS, City Council has the authority to establish appropriate reference documents as the construction standards within the City of Imperial Beach for public works construction projects; and

WHEREAS, the following list is the recommended revised list of public work standards governing documents:

- 2012 Edition: "Greenbook" Standard Specifications for Public Works Construction Resolution No. 2013-7339
- **"Revision"** 2014 Supplement to "Greenbook" Standard Specifications for Public Works Construction 2012 Edition of the Greenbook
- **"Revision"** 2012 Edition Standard Plans for Public Works Construction
- 2012 Edition San Diego Regional Standard Drawings with the following exceptions:
 - Trench Repair Design Resolution No. 2004-5913
 - Regional Standard Drawing G-4 "Curb and Butters – Rolled" Resolution No. 2011-7050
 - Regional Standard Drawing G-14D "Concrete Driveway (confined Right-of-Way)" Resolution No. 2011-7050;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. This legislative body adopts the 2014 Supplement to "Greenbook" Standard Specifications for Public Works Construction 2012 Edition of the Greenbook.
3. This legislative body adopts the 2012 Edition Standard Plans for Public Works Construction.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 18th day of June 2014, by the following vote:

AYES: COUNCILMEMBERS: SPRIGGS, BILBRAY, PATTON, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: BRAGG

Signature on file

JAMES C. JANNEY, MAYOR

ATTEST:

Signature on file

JACQUELINE M. HALD, MMC
CITY CLERK

Attachment 3

**Contingency Equipment and Replacement Inventory and
Sewer Division Fixed Asset List**

PUMPS & PARTS INVENTORY

Pump Stations

Pump Station	Address	Pump Manufacturer	Model Number	Serial Number	Impeller Size	Start	Stop	FM Size
1A	862 Seacoast	Wemco	4X11 EVS		9"	1.6	0.04	12"
1B	1098 Seacoast	Gorman Rupp	Super T-6			2.5	1.4	12"
2	1306 Seacoast	Gorman Rupp	T4A3-B	88-2765-A		3.5	2	12"
3	501 Elm	Wemco	4X11 EVS	07DW06782-01&02	9" SS	3.4	2	10"
4	755 Delaware	Fairbanks Morse	5432	760092		3	1.5	8"
5	133 Dahlia	Paco Pump	495-31 NCF	(Obsolete Pump)	9.5	5	2	12"
6	498 Rainbow	Fairbanks Morse	5432K		9.75	1.8	0.09	12"
7	504 Oneonta	Paco Pump	495-31 NCF	(Obsolete Pump)	6 7/8	4	2	8"
8	895 Imperial Beach Bl.	Krogh/Peerless	NCV	U04T3610495R-2	16.5"	VFD	VFD	12"
9	1025 9 th St.	Krogh/Peerless	NCV		16.5"	VFD	VFD	12"
10	814 Cypress	Gorman Rupp	Super T-6			6.5	5.5	12"

Item No.	Gorman Rupp		T-4A3-B		88-2765-A	
	Pump Part Name	Part Number	Material Code	Quantity		
2	Repair Potating assy	10537C	--	1		
5	Suction Flange Gasket	11389G	19370	1		
10	Disch Flange Gasket	25113-034	--	1		
13	Rotation Assy O-ring	S1674	--	2		
17	Rot Assy Shim Set	13130	17040	2		
18	Seal Plate O-Ring	25154-273	--	2		
19	Wear Plate Assy	10532A	15990	1		
21	Back Cover O-Ring	S1674	--	1		
35	Suct Check Valve Assy	46411-062	--	1		

SSMP Audit Report Attachment 3

Parts List		10537C Repair Rotating Assembly		
Item No.	Pump Part Name	Part Number	Material Code	Quantity
1	Impeller	10928	11010	1
2	Seal Plate Gasket	10959G	20000	1
3	Seal Assembly	46513-150	--	1
4	Inboard Ball Bearing	23276-009	--	1
9	Outboard Ball Bearing	S1040	--	1
11	Impeller Shaft	10529	16040	1
12	Shaft Key	N0608	15990	1
13	Bearing Cap Oil Seal	S1352	--	1
18	Inboard Oil Seal	S1352	--	1
22	Seal Plate O-Ring	25154-273	--	1
29	Impeller Adj Shim Set	25154-022	17090	2
30	Seal Sleeve O-Ring	25154-022	--	2
33	Rotating Assy Adj Shim Set	13130	17000	4
34	Rotating Assy O-Ring	S1674	--	1

Gorman Rupp		T-6A3-B	1010691std	
Item No.	Pump Part Name	Part Number	Material Code	Quantity
2	Repair Potating assy	10956F	--	1
5	Suction Flange Gasket	11402G	19370	1
10	Disch Flange Gasket	25113-036	--	1
13	Rotation Assy O-ring	S1676	--	2
17	Rot Assy Shim Set	13131	17040	2
18	Wear Plate Assy	10532A	15990	1
20	Back Cover O-Ring	S1676	--	1
34	Suct Check Valve Assy	46411-064	--	1
38	Fill Cover Gasket	50G	19210	1

SSMP Audit Report Attachment 3

Parts List		10537C Repair Rotating Assembly		
Item No.	Pump Part Name	Part Number	Material Code	Quantity
1	Impeller	10928	11010	1
2	Seal Plate Gasket	10959G	20000	1
3	Seal Assembly	46513-150	--	1
4	Inboard Ball Bearing	23276-009	--	1
9	Outboard Ball Bearing	S1040	--	1
11	Impeller Shaft	10529	16040	1
12	Shaft Key	N0612	15990	1
13	Bearing Cap Oil Seal	S1352	--	1
18	Inboard Oil Seal	S1352	--	1
28	Impeller Adj Shim Set	37J	17090	2
29	Seal Sleeve O-Ring	25154-022	--	2
32	Rotating Assy Adj Shim Set	25154-022	17000	4
33	Rotating Assy O-Ring	S1676	--	1
	Seal Plate O-Ring	25154-273		

Krogh		Model NCV	
Item No.	Pump Part Name	Part Number	Quantity
1	Oil Seal		1
7	Gasket		1
11	Gland Clamp		1
15	Gasket, Spacing		1
16	Seal Gasket		1
23	Shaft		1
25	Gasket		1
28	Gasket Fitting		1
33	Oil Seal		1
35	Deflector Ring		1
38	Key, Sleeve		1
41	Gasket		1
42	Key, Impeller		1
43	Impeller		1
45	Gasket		1
48	Gasket		1

SSMP Audit Report Attachment 3

Dakota			
Item No.	Pump Part Name	Part Number	Quantity
	Impeller		1
	Shaft		1
	Double Mechanical Seal		1
	Key, Impeller		1
	Seal Head Compressed Length		1
	Seal O.D.		1
	Ball Bearings		

Wemco		4x11 EVMS	52443	
Item No.	Pump Part Name	Part Number	Material Code	Quantity
3	Impeller		CI	1
7	Shaft		SAE 1141	1
10	Impeller Key		STL	1
11	Case Gasket		Asbestos	1
12	Lantern Ring		Tiflon / Bronze	1
13	Packing Rings		Graph Impr Asbestos	Ref
18	Shaft Sleeve Gasket		Teflon	1
56	Inspection Hole Gasket		NEOP	1
58	Gasket, Suction Piece		Asbestos	1

Fairbanks Morse		SVNC	
Item No.	Pump Part Name	Part Number	Quantity
1	Impeller		1
4	Shaft, Dry Pit		1
14	Sleeve		1
98	Bushing, Upper Bearing		1
98A	Bushing, Lower Bearing		1
102	Key, Impeller		1
111	Bushing, Floorplate		1
115	Bushing, Column Bearing		1
156	Gasket, Suction Elbow or Bell		1
157	Gasket, Casing		1
162	Washer, Impeller Nut		1
163	Bearing, Lower		1
166	Shim, Impeller Hub		Ref
168	Bearing, Upper		1
186	Shim, Lower Bearing		Ref
186A	Shim, Upper Bearing - Expandable		Ref
186B	Shim, Upper Bearing Cover		Ref
206A	Closure Seal, Bearing Bushing		1
272	Key, Coupling		1
291	Gasket, Suction Elbow Plug		1
433	Gasket, Stuffing Box		1

SSMP Audit Report Attachment 3

Fairbanks Morse		Model 5430	
Item No.	Pump Part Name	Part Number	Quantity
1	Impeller		1
9A	Washer, Impeller		1
14	Sleeve, Shaft		1
31A	Screw, Gland		1
154	Gasket, Suction		1
156	Gasket, Volute		1
156A	O-Ring Adapter		Ref
203	Gasket, Volute Handhole		1
291	Gasket, Suction Handhole		1
433	Gasket, Seal Housing		1
431	Housing, Seal		1
456	Mechanical Seal		1
B	Rotary Bellows		1
E	Stationary Seal		1
G	Filter		1

Collection System Spot Repairs

Fernco Coupling		
Size	Part#	Quantity
6" Clay to Plastic	1002-66	4
8" Clay to Plastic	1002-88	4
8" Plastic to Plastic	1056-88	2
10" Clay to Plastic	1002-1010	2
12" Clay to Plastic	1002-1212	2

Fernco Clamps		
Size	Part#	Quantity
6" Plastic	116-300	4
6" Clay	128-300	4
8" Plastic	152-300	4
8" Clay	164-300	4
10" Plastic	184-300	2
10" Clay / 12" Plastic	212-300	4
12" Clay	248-300	2

SSMP Audit Report Attachment 3

Bedding & Trench Cap		
Material	Unit	Quantity
1/2" Crushed Rock	CY	3
3/4" Crushed Rock	CY	2
Clean Fill	CY	3
Warning Tape	Roll	2
Filter Fabric		
Cold Mix		
Concrete		

Sewer Division Fixed Asset List
 October 21, 2014

Fund 601 Sewer

	Description
1179	PS # 8 & 9
1179A	2nd PHASE # 8 & 9
520001	Pump Station #8
520002	Pump Station #8
520008	Pump Station #8
520076	Manholes 2" Diameter
520090	Sewer Line-Vitrified
520107	Pump Station #5
520108	Pump Station #5 Wet
520109	Pump Station #5 Pump
520111	Pump Station #7 Lift
520112	Pump Station #7 Wet
520113	Pump Station #7 Pump
520115	Pump Station #2
520120	Pump Station #2 Pump
520121	Pump Station #10
520125	Pump Station #10
520130	Sewer Force Main-Sea
520132	Sewer Line-1445 Elder
520133	Pump Station #8 Flow
520139	Pump Station #8 Cont
520143	Tripod
520147	Pump Station #1B
520148	Sewer Line-S. Seacoast
520149	Sewer Upgrade N. Seacoast
520150	Manholes
520151	Honeywell UDC Digital
520152	Telmar Pneumatic Tra
520153	Pump Station #8-Driv
520154	Pump Station #1B Con
520157	Pump Station #8 Force
520158	Pump Station #3 Capa
520160	Pump Station #10-Pum
520161	Pump Station #8-Addi
520162	Sewer Line-Rehabilitation
520165	Western Mule Truch Portable Cr
520168	Pump Station #8 Force
520169	Sewer Infiltration
520170	Pump Station #9 Upgrade
520171	Pump Station #1A
520172	Pump Station #9 Manhole
520176	Pump Station #6 Upgrade
520177	Sewer Line Relining
520181	Pump Station #3 Pump
520183	Ramjeter Pump (Trail
520184	Pump Sewer Locator
520187	Dry Pip Pump
520188	Pump Station #10 Force
520189	Manhole Rehab
CIP S04107	From Streets II Sewer

Sewer Division Fixed Asset List
October 21, 2014

CIP S04107	From Streets II Storm Drain
CIP W05103	Pump Station 1B
CIP P03-502	5th Street Storm Drain
CIP P03-502	5th Street Storm Drain
CIP W03101	Alarms Pump Sta 4 & 6
CIP W03101	Pump Sta's 8 & 9 Rebuild
D05105	Oneonta To Nolf Dvtr
W03101	Sewer Pump Station Alarms
W05102	Pump Stations #6 Force Main
D05105	Oneonta To Nolf Dvtr ADD'l
W05401	SEALING WET WELLS/MANHOLE
	Yeomans Sub. Pump 9100-4103S
	Conversion Part GR-48313-799
	Sapre Motor Pump 7.5 HP 200 Volt
	Generator - Baldor TS130
	PS8 REBUILD PARTS
	Paco Model 78-49531-046D30
	Paco Model 78-49531-046D30
	Paco Model 78-49531-046D30
	VERTICAL SOLID SHAFT MOTO
	CONTROLLER EPS 21000
	Palm Ave Storm Sewer D03102
	Gorman Pump T4A36-B
	GR-27781-044 Controller
Additions 2012	CENTRIFUGAL PUMP "T" SR
Additions 2012	SUBMERSIBLE PUMP
Additions 2012	VFD PURCHASE/INSTALL PS8
1429	Pedestal Chopper Pump
1429	Pedestal Chopper Pump
Additions 2013	
W05401	SEALING WET WELLS/MANHOLE
W06101	WET WELL REPLACE PS #7
W10101	Sewer Impr IB Blvd & 9th
	Adjustment 2013

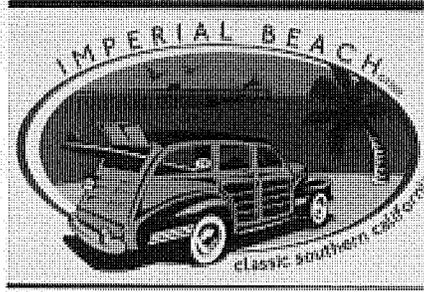
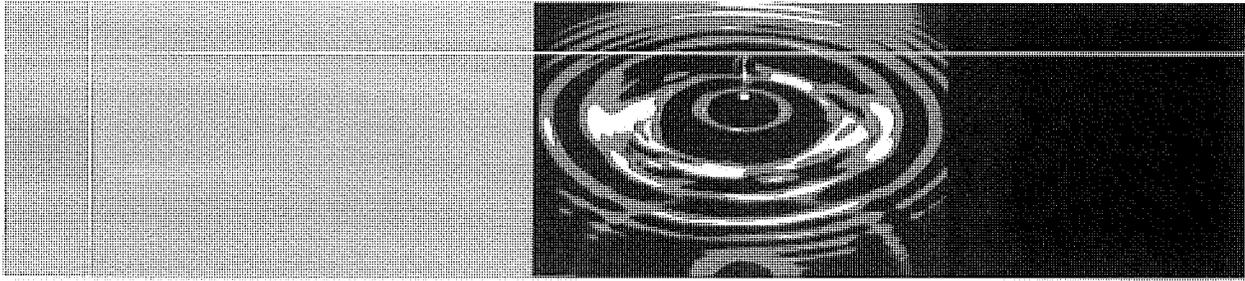
Sewer Division Fixed Asset List
October 21, 2014

SEWER WIP FY 2013-2014

Program	Project Nu	Project Description
	W10201	Annual 1 Main Line Repair
	W11201	Annual 2 Main Line Repair
	W12201	ANNUAL 3 MAIN LINE REPAIR
	W12202	ANNUAL MAIN LINE REPAIR
	W13101	Pump Station No. 10 Rehabilitati
	W15201	FY 14-15 ANNUAL MAIN LINE F
	W14201	ANNUAL MAIN LINE REPAIR F`
	W05401	SEALING WET WELLS/MANHO
SEWER Total		
	D08901	TJ River Source Study
STORM DRAINS Total		
	S04108	STREET IMPROVE PHASE III
	S09102	Crosswalk IB Blvd
STREETS Total		
	D08101	S/D Interept @ 8th Calla
	Total	

Attachment 4

Overflow Emergency Response Plan Update



Sewer Overflow Response Plan

City of Imperial Beach

June 2008,
Updated April 2010 Chris Helmer
Updated September 2011 Chris Helmer
Updated October 2014 Chris Helmer

Prepared by:

RBF
■ ■ ■
CONSULTING

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Attachment E

Sewer Spill Estimating

ABBREVIATIONS

CIWQS	California Integrated Water Quality System
NPDES	National Pollutant Discharge Elimination System
OES	Office of Emergency Services
SDCDEH	San Diego County Department of Environmental Health
SDRWQCB	San Diego Regional Water Quality Control Board
SORP	Sewer Overflow Response Plan
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow

1. PURPOSE

The City of Imperial Beach has developed this Sewer Overflow Response Plan (SORP) in order to protect the public and the environment, and to conform to the Orders set forth by California's State Water Resources Control Board and the San Diego Region of California's Regional Water Quality Control Board. The following specific Orders have been addressed in this document:

- STATE WATER RESOURCES CONTROL BOARD ORDER NO. 2006-0003**
Statewide General Waste Discharge Requirements for Sewer Systems
- CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD REGION 9, SAN DIEGO REGION ORDER NO. R9-2007-0005**
Waste Discharge Requirements for Sewage Collection Agencies in the San Diego Region
- STATE OF CALIFORNIA STATE WATER RESOURCES CONTROL BOARD ORDER NO. WQ 2013-0058-EXEC ADOPTING AMENDED MONITORING AND REPORTING REQUIREMENTS FOR STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SEWER SYSTEMS.**

In the event of an overflow of the sewage system, this document will provide direction and guidance to the City in order to respond promptly and effectively. The City of Imperial Beach shall keep this report current as regulations change.

2. SPILL RESPONSE ORGANIZATION

a. Sewer Division Supervisor/On-Call Duty Personnel

The primary role of the Sewer Division Supervisor/On-Call Duty Personnel is to take responsibility for effectively coordinating the overall response to the sewer overflow event once it has occurred. His/her responsibilities include:

- 1) Assume primary management and coordination of all overflow response actions
- 2) Assist in evacuations if necessary
- 3) Mobilize staff and equipment for spill abatement activities
- 4) Request assistance or resources from other agencies within the greater Imperial Beach area, as necessary
- 5) Direct immediate spill control and containment measures
- 6) Delegate assignments to staff members in order to achieve spill containment and control
- 7) Assess the sewer overflow situation and establish the spill abatement priorities
- 8) Maintain security control at the spill site
- 9) Provide input regarding the appropriate technical specifications for

emergency repairs and materials

- 10) Set up emergency power sources if needed and / or bypass pumps as needed
- 11) Oversee contractor work and cleanup activities, as needed
- 12) Document all spill response and abatement activities, as necessary
- 13) Perform an initial assessment of the extent of the onsite and off-site impacts
- 14) Provide assistance in assessing possible damage to facilities
- 15) Conduct the initial notification to the SDRWQCB, OES and SDCDEH (see Chain of Communication for working or after hour instructions)
- 16) Ensure that the details of the spill event are accurately entered into the Imperial Beach Spill Overflow Report Log.
- 17) Update the Sewer Overflow Response Plan and provides staff training

b. Public Works Superintendent (Operations and Construction Manager)

The duties of the Public Works Superintendent consist of organizing the activity of the public works crew in order to mitigate the sewer overflow event. His/her responsibilities include:

1. Provide overall supervision and coordination in support of the Division Supervisor.
2. Act on behalf of the Division Supervisor if the Division Supervisor is not on scene.
3. Assist the Public Works Director in completing online reports.

c. Public Works Director

The duties of the Public Works Director consist of providing oversight of response personnel and equipment in order to mitigate the sewer overflow event. His/her responsibilities include:

1. Ensure that all online and written reports are finished and certified within the allotted time requirements
2. Review and certify reports to CIWQS
3. Review the preliminary and final spill reports to SDRWQCB, OES, SDCDEH, and the other local notification recipients for accuracy
4. Provide media and public information

d. Environmental Programs Manager

The Environmental Programs Manager supports the response activities, reporting, and assessment of spill events. His/her responsibilities include:

- 1) Provide coordination in support of the Division Supervisor
- 2) Mobilize the laboratory staff for the monitoring of receiving waters
- 3) Communicate and coordinate with regulatory agencies
- 4) Verify all laboratory reports. Provide laboratory results to the Public Works

Director

- 5) Assist the Public Works Director in completing online reports
- 6) Coordinate code enforcement response and cost recovery effort for private lateral spills

3. OVERFLOW RESPONSE PROCEDURES

All procedures listed in this section may be performed by any of the members of the spill response team, unless otherwise noted.

a. Call Routing

See Chain of Communication

b. “First Responder” – Response and Initial Assessment (Sewer Division Supervisor/On-Call Duty Personnel)

It is the responsibility of the first City of Imperial Beach employee arriving at the scene of the sewer overflow to take the following steps to protect the health and safety of the public:

- 1) Re-assess the situation upon arrival.
- 2) Evacuate anyone in the flow or in the path of the flow
- 3) Determine the immediate destination of the overflow, for example, the street curb gutter, storm drain, body of water, streambed, etc.
- 4) Determine if spill is Public or Private
- 5) Determine if hazardous substances are present as stated in Paragraph C of this section.
- 6) Identify and request any additional City personnel and equipment or private contractors necessary to contain the flow, mitigate the cause, and secure the site.
- 7) Take immediate steps to contain the overflow as detailed in Paragraph D of this section.

c. Coordination with Hazardous Material Response, If Needed



- 1) Upon arrival at the scene of an SSO, should a suspicious substance (e.g. oil sheen, foamy residue) be found on the ground surface, or should a suspicious odor (e.g. the strong smell of gasoline) not common to the sewer system be detected, the Sewer Division Supervisor/On-Call Duty Personnel should contact the local fire department. See Communication Plan for contact information.
 - 2) If containment can be done without harmful exposure or contact, then containment shall be performed immediately. The response crew shall then wait for the arrival of the local fire department.
 - 3) After arrival of the local fire department, sewer response crewmembers will take direction from the fire department's on scene commander. Only when the on scene commander determines it is safe and appropriate for the sewer response crew to proceed, can they then carry on with containment and cleanup activities in accordance with the SSMP and SORP.
- * **CAUTION:** Vehicle engines, portable pumps, or open flames (e.g. cigarette lighters) can provide the ignition for an explosion or fire should flammable vapors or fluids be present at the site. Maintain a safe distance and observe caution until and after assistance arrives.

d. Spill Containment and Site Isolation

The primary objective of the responders to a sewer overflow incident is to protect the public's health. This can be achieved by working to achieve both containment of the overflow and the isolation of the spill site in an effort to avoid any human contact. Although these two tasks can be done simultaneously, the initial effort should be focused on the containment of the spill. Expedious attempts must be made to prevent sewage from contaminating storm drains, drainage channels and surface waters by performing the following:

- 1) Determine the immediate destination of the overflow, e.g. storm drain, street curb gutter, body of water, culvert, landscaped area, et cetera.
- 2) Take immediate steps to contain the overflow, e.g.:
 - a. Place sand bags and rubber mats around the storm drain inlet.
 - b. Direct overflow to a natural low point, if possible, or construct a containment pond.
 - c. Recover the ponded material utilizing a combination truck.
- 3) In the event of a prolonged line blockage, breakage or collapse, a

determination must be made to set up a portable bypass pumping operation around the problem area. If this becomes the case, personnel should continuously monitor the bypass pumping operation.

- 4) Control perimeter of overflow site with barricades, cones, vehicles, or other barrier to restrict access.
- 5) Establish required traffic control, per Regional Standard Drawings, to divert traffic around the spill area and work zone.

e. Determine the Cause and Responsible Party of the Overflow

Primary causes of a sewage overflow may include:

Public Causes:

- 1) Sewer main pipe blockage
- 2) Sewer main pipe failure
- 3) Pump station failure

Private Causes:

- 1) Private lateral pipe blockage
- 2) Private lateral failure
- 3) Grease trap overflow.

If the cause is found to be at a pump station or in a sewer main, the responsibility lies with the City of Imperial Beach to mitigate the sewer overflow and make the appropriate notifications. The service lateral that stems from the sewer main line, with the exception of the saddle connection to the main line, is owned by the associated private property owner(s). The City of Imperial Beach is required to respond to a private sewer spill and notify the proper authorities, but it is the responsibility of the property owner to mitigate and repair any damages resulting from that spill. If the property owner is not present, the City shall contain the spill and contact a plumbing contractor to make the necessary repairs. The property owner will then be accountable for the plumber's work and for the

time and materials expended by City Crews.

f. *Devise and Initiate a Remedy Plan of Action to Mitigate a Public Sewer Overflow (Sewer Division Supervisor/On-Call Duty Personnel)*

- 1) Gather any additional staff and/or equipment needed to put the plan of action into effect
- 2) Determine the flow path, width, length and depth in order to document the volume of the spill
- 3) If possible, take pictures to document the spill and your efforts to contain the flow and restore the area
- 4) Utilize the SSO Response Flow Chart to aid in decision making

g. *Correct Cause of the Overflow*

- 1) If overflow out of a manhole lid occurs, the spill response staff should work to remove the obstruction in the length of pipe downstream of that overflowing manhole.
- 2) If an attempt at cleaning the downstream pipe does not remedy the problem, the pipe flow shall be diverted around the overflowing manhole to allow the inspection of the suspected length(s) of pipe with a Closed Circuit Television unit.
- 3) In the event of a pipe breakage, that portion of the sewer conveyance system shall be bypassed in order to facilitate necessary repairs.
- 4) If there is an overflow out of a private cleanout, or a breakage in a private lateral, the City of Imperial Beach shall respond. If the property owner is unavailable to correct the cause of the spill, the City of Imperial Beach shall contain the spill and hire a private plumbing contractor to perform the necessary cleaning or repairs.

h. *Spill Cleanup*

Sewer overflow sites are to be thoroughly cleaned as soon as possible after the overflow incident is mitigated. No residue is to be left for future rains to carry away or for public contact to occur. The following steps should be taken to ensure that the overflow sites are returned to their former conditions:

- 1) Wash down and clean up all areas of the spill. Recover the wash down water and return it back into the system.
- 2) Solids and debris are to be flushed, swept, raked or picked up by combination truck, brought to the City's Public Works yard and contained in order to dry. The City's waste management contractor will then transport the dried solids from the Public Works yard to a landfill.
- 3) On impervious areas, the overflow site is to be disinfected with bleach with a 6:1 water to bleach concentration ratio. **Never** flush any disinfectant into a storm drain or body of water.
- 4) In the event of a grease trap spill, apply simple green with push broom. The simple green will break up the grease if left to soak. Then pressure wash and collect.
- 5) If sewage has resulted in ponding, the pond should be vacuumed dry with the combination truck and the residue and site cleanup managed as previously mentioned

i. Spill Classification and Quantification (Sewer Division Supervisor/On-Call Duty Personnel)

Order 2006-0003 has identified three general classifications of spills based on volume, spill location, and flow path.

Category 1:

- Spills that reach surface waters, drainage channels or storm drain systems.
- Spills that are \geq 1,000 gallons in volume.

Category 2:

- Spills which are < 1,000 gallons in volume.

Category 3:

- Private spills.

Spill quantification requires careful documentation and close observation of discharges. Staff should make every effort to maintain a careful chronology of the events during a spill and make every attempt to conduct linear measurements of the discharge streams and flow velocities in order to effectively quantify the spill volumes. Photo documentation of the spill event should become a routine procedure in the spill documentation process. Official estimates of the spill volume will be the responsibility of the Sewer Division Supervisor/On-Call Duty Personnel.

j. *Spill Documentation*

Aside from the “Sewer Overflow Report”, which is the official report sent to the regulatory agencies and the local recipients, City of Imperial Beach employees shall also compile and document the SSO in the Quarterly Report spreadsheet.

Records shall be maintained by the City of Imperial Beach for a minimum of five years. The Regional Water Board Executive Officer may request for the five-year period to be extended.

k. *Posting*

Order 2006-0003 requires the posting of the spill location and quarantine area with contaminated water signs. The SDCDEH is the responsible authority for directing the closure of areas and the posting of signs, but the City of Imperial Beach will provide assistance if the request is made. The City of Imperial Beach does have the final authority though, and will conduct the posting under the following guidelines:

1. If posting at the beach is required, the signs shall be placed at 50-foot intervals for a minimum of 600 feet on each side of the point of ocean entry.
2. If posting at lagoons, wetlands, or creek beds is required, the signs shall be placed at 50-foot intervals for high use areas and 600-foot intervals for low use areas. Both sides of creek beds must be posted.

Whenever posting of any areas is conducted by the SDCDEH, it should be the responsibility of the Sewer Division Supervisor/On-Call Duty Personnel to remain in contact with the SDCDEH until such time as the signs are removed, so that answers about the impacts to the receiving waters can be provided to the Regional Board, the public and the Board of Supervisors, if appropriate.

l. *Spill Sampling and Monitoring*

The SDCDEH shall perform sampling of water impacted by the spill. Conducting sampling at the appropriate locations will allow staff to establish and

monitor the levels of contamination as well as to establish or compare with the natural background levels of bacteria in the receiving waters. The Environmental Program Manager will review the sampling reports.

The sampling regimen is to be continued until a determination is made that contamination resulting from the spill event no longer exists and no longer poses danger to the public. All final summary sampling and monitoring reports will be shared with the California Department of Fish and Game.

m. Complete Loss of Power Plan

This plan is for a complete loss of power that is expected to last for a period of time lasting more than eight hours but less than one month. At the initial loss of power, all Public Works personnel will report to the Public Works yard for assigned tasks and to gather needed equipment. Modifications to this manning schedule may be made with the Director’s concurrence as the situation dictates.

The emergency response will consist of two seven-person teams that rotate on three eight-hour shifts with one half hour provided for turnover. (Turnover may be extended for sewer personnel but not to exceed two hours). The first team on assignment may require additional sewer personnel to set up the response plan. Any additional sewer personnel on the first response team will depart after three hours once the response plan is established and then return five hours later with Team Two. The management personnel on assignment is expected oversee multiple emergency response tasks for Public Works and dedicate time where need is the greatest.

Emergency Response Teams

Team 1	Team 2
Two sewer personnel	Two sewer personnel
Four non-sewer personnel	Four non-sewer personnel
One management personnel	One management personnel

Emergency Response Equipment

- One-Generator (130 kw)
- One-Generator (150 kw)
- Two-Bypass Pumps (4’’)
- Two-Bypass Pumps (3’’)
- One-Vactor Truck

Sewer Pump Stations

Pump Station ID	Location
1A	Seacoast Drive and Elm Avenue
1B	Seacoast Drive and I.B. Avenue
2	1300 block of Seacoast Drive
3	Fifth Street and Elm Avenue
4	Staples Alley
5	100 block of Dahlia Avenue
6	Calla Avenue and Rainbow Drive
7	Oneonta Avenue and California Street
8	Main Station, 800 block of I.B. Blvd
9	Ninth Street and Ebony Avenue
10	Cypress Avenue and Ninth Street
11 (Storm Water)	100 ½ Palm Ave

Emergency Response Team Responsibilities

Pump Station	Staff Assignment	Equipment
1B	1 Non-Sewer	Generator
3	1 Non-Sewer	Bypass Pump
5	1 Non-Sewer	Bypass Pump
8	1 Non-Sewer	Generator
2, 4, 6, and 7	2 Sewer	Bypass Pump
All	1 Management	Various
10	1 Sewer	Auxiliary Natural Gas

Notes:

- This plan assumes that no outside resources are used.
- Pump station 1A will bypass to pump station 5 and therefore does not need to be monitored.
- Pump station 8 and 9 bypass with each other and therefore only pump station 8 will need to have a generator.
- Pump station 10 has a natural gas generator and operates independently and only needs to be verified in operation.
- Pump station 11 wet well collects storm water runoff and has an ample amount of capacity and does not need to be manned under non-storm conditions. It will be pumped during low flow times on an as needed basis.
- If pump station 11 loses power during a storm then a generator will be needed or a bypass pump will be used at pump station 1B.

4. NOTIFICATION AND REPORTING OF A SPILL

The City of Imperial Beach has a responsibility to report and monitor all spills according to the requirements of Orders 2006-0003, R9-2007-0005, WQ 2008-0002-EXEC and its NPDES permits. Individual NPDES permit holders and enrollees under the statewide general sewer overflow (SSO) order are able to submit information to the Water Boards via the CIWQS online database. In order to prevent re-registration, the "Collection System Questionnaire" must be up-dated at least every 12 months. The Sewer Division Supervisor/On-Call Duty Personnel, or a delegated staff member shall submit the draft report of the spill to the CIWQS digital database. The draft report also needs to be certified by the Public Works Director in accordance with the timelines listed below and in the Response Flow Chart. All notification deadlines listed are to be met only if there is no substantial impact on mitigation, containment, cleanup or other emergency services. For specific contact information, see Section 2.0 of the City of Imperial Beach Sewer Maintenance Plan, by RBF Consulting. Refer to **Attachment D** for a notification report form that can be faxed to the Regional Board in case the CIWQS is not working. A spill notification matrix is located in **Attachment B**.

a. Category 1 Spills That Reach Surface Waters, Drainage Channels or Storm Drain Systems

- 1) The SDRWQCB, OES and SDCDEH shall all be notified via telephone, voice mail, written report or facsimile **within 2 hours** of contamination, if practicable.
- 2) Enter the notification data into CIWQS **within 24 hours** (no need to certify or enter all info).
- 3) Enter the draft report into CIWQS **within 3 days** and certify **within 15 days**.

b. Category 1 Spills That Are \geq 1,000 Gallons in Volume

- 1) Notify the SDRWQCB by phone via telephone, voice mail, written report or facsimile **within 24 hours** of knowledge of the event.
- 2) Enter the draft report into CIWQS **within 3 days** and certify **within 15 days**.

c. Category 2 Spills Which Are $<$ 1,000 Gallons in Volume

- Enter a certified report into CIWQS **within 30 days** after the month that the spill occurred

d. Category 3 Spills

e. Non-Event Reporting Information

- If there are no SSOs during the calendar month, a statement through the online CIWQS database is required to be submitted within 30 days of the end of that calendar month.

5. REVISIONS AND EMPLOYEE TRAINING

a. SORP Revisions & Record Updating

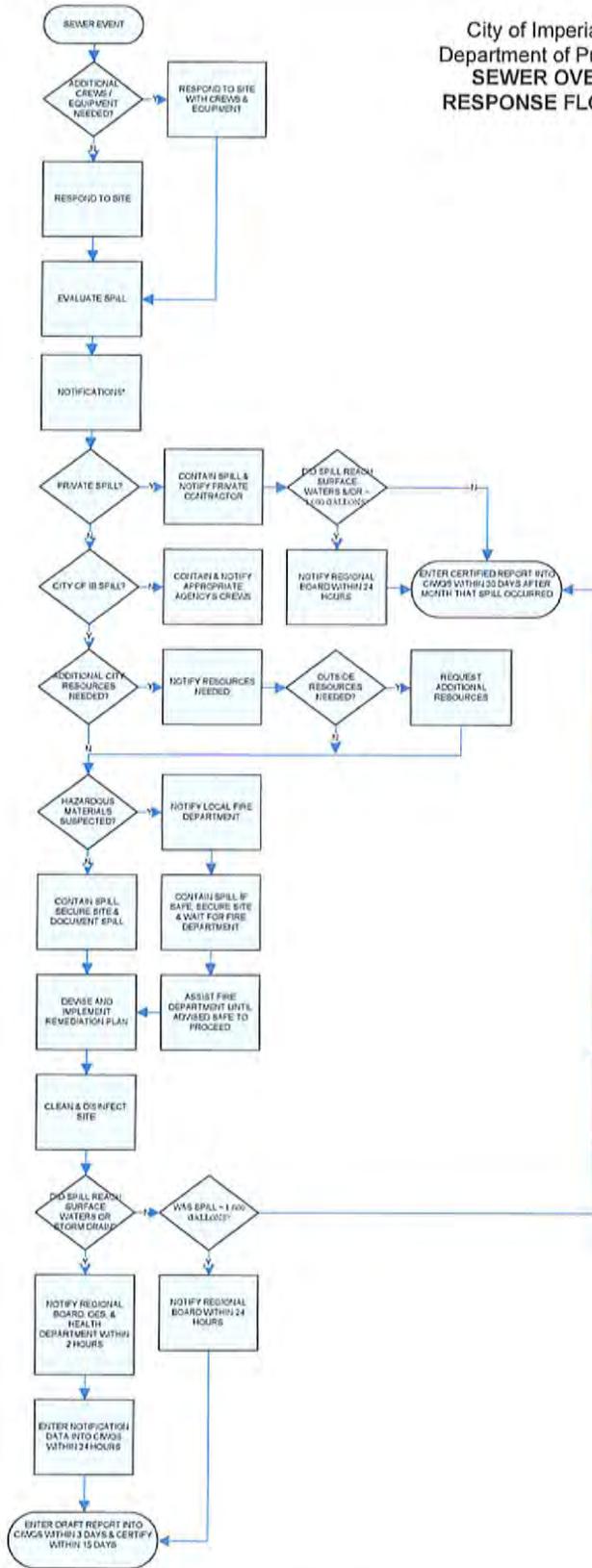
The City of Imperial Beach Sewer Overflow Response Plan shall be reviewed and revised, as necessary, specifically after events that do fall into the standard operating procedures that will allow the expansion of these instructions to include new circumstances or more efficient procedures. The Sewer Division Supervisor/On-Call Duty Personnel will conduct an annual review of the SORP in order to maintain a document that remains up-to-date. All relevant in-house records of spreadsheets and shape files shall be updated.

b. Annual Training

The Sewer Division Supervisor/On-Call Duty Personnel, or his/her designee, shall schedule annual training designed to identify resource shortcomings, clarify roles and responsibilities, improve response performance and reveal any response weaknesses. The training may consist of:

- **Response training-** An annual awareness training meeting will be conducted with respect to the details of the SORP and the responsibilities of each employee. All employees will attend this meeting. Additional training sessions may also be conducted at the discretion of the Public Works Director or Public Works Superintendent, to further familiarize their employees with the response procedures.
- **Tabletop exercise-** A simulated spill event may be scheduled, according to need, to allow the exercise participants to discuss and understand the necessary response actions, test equipment and gauge the response ability of the employees. Scheduling a simulate Tabletop exercise will be at the discretion of the Public Works Director.
- **Spill Review Committee-** After each spill event, the City of Imperial Beach Spill Review Committee will meet in order to review the event's cause, the procedural response of the employees, the regulatory and compliance documentation and whether additional issues and/or resources have to be addressed. The Spill Review Committee is comprised of the Sewer Division Supervisor/On-Call Duty Personnel, the Public Works Director, and the Public Works Superintendent.

City of Imperial Beach
 Department of Public Works
**SEWER OVERFLOW
 RESPONSE FLOW CHART**



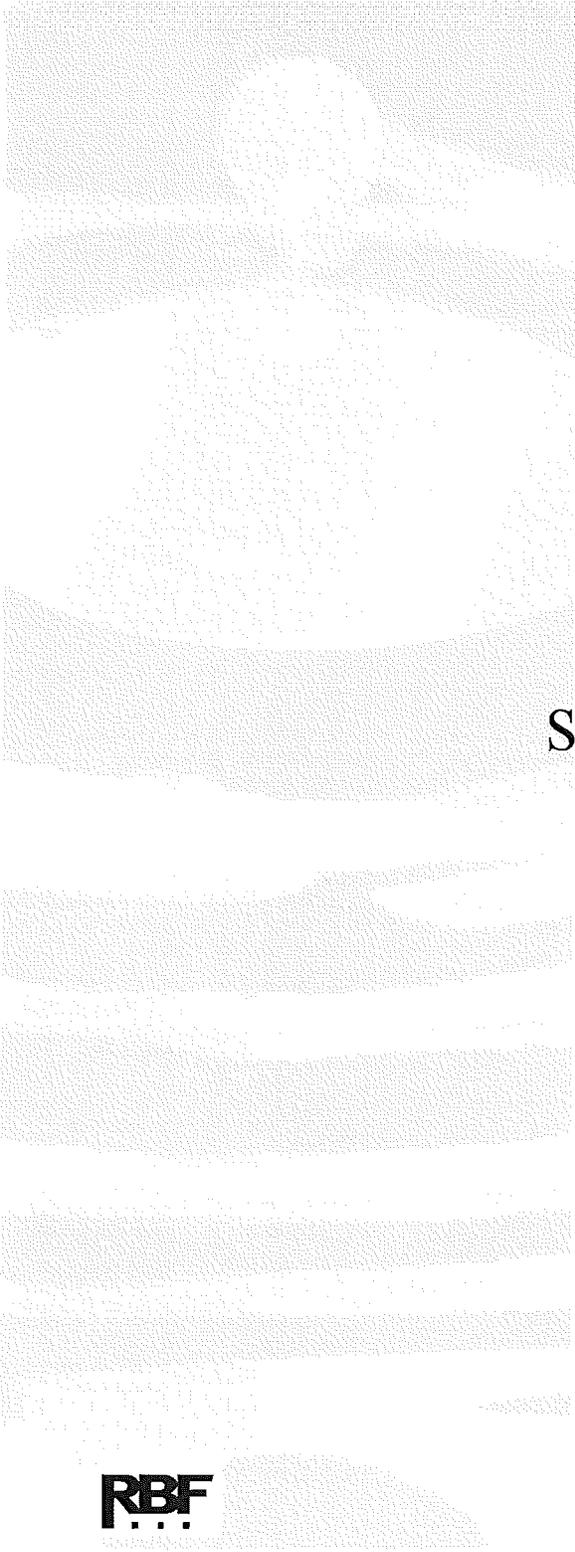
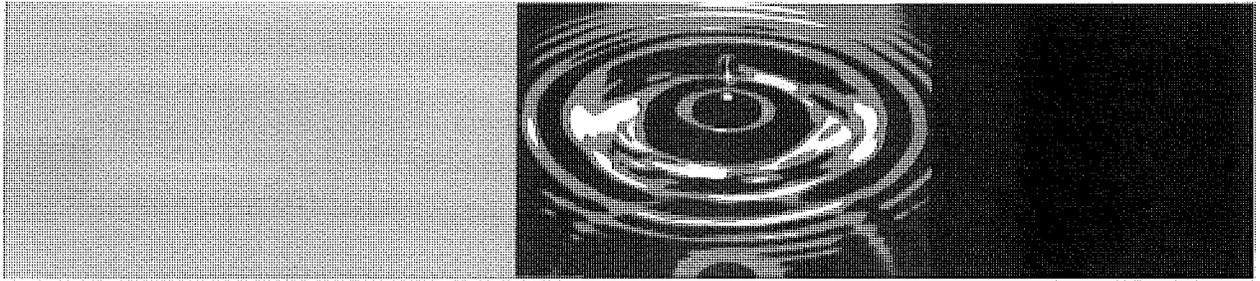
NOTIFICATIONS

NOTIFY LIFEGUARDS FOR ALL SPILLS THAT REACH STORM DRAINS OR SURFACE WATERS OR ARE AT THE BEACH

NOTIFY TIJUANA ESTUARY FOR SPILLS TRIBUTARY TO THE ESTUARY INCLUDING STORM DRAINS

NOTIFY THE PORT OF SAN DIEGO FOR SPILLS ON THE PIER

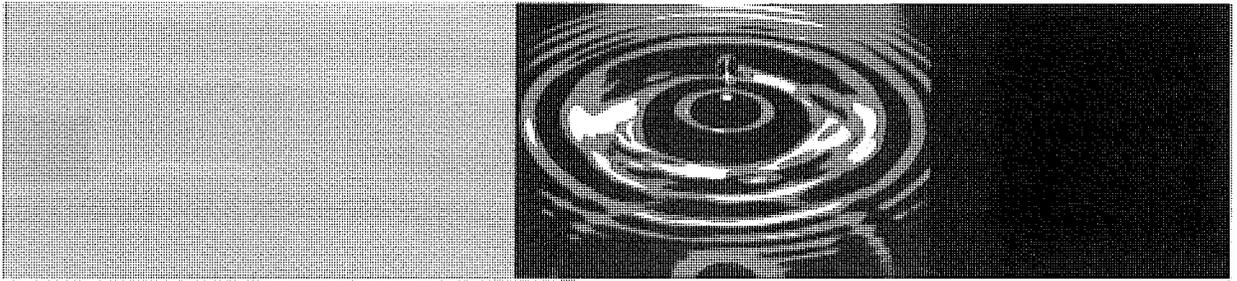
NOTIFY FIRE DEPARTMENT & COUNTY DEPARTMENT OF ENVIRONMENTAL HEALTH FOR SUSPECTED HAZARDOUS MATERIALS



ATTACHMENT B – Spill Notification Matrix

Spill Notification Matrix

Situation	RWQCB Notification by Phone, Voice Mail or Facsimile within 24 Hours	RWQCB Sanitary Overflow Reporting for within 5 days	SDCDEH notification	Office of Emergency Services (OES) Notification	Notification to Other Recipients and Spill Entry Into the City of Imperial Beach Overflow Log
Untreated or secondary treated spills resulting in a discharge of greater than 1000 gallons to surface waters	YES	YES	YES	YES	YES
Untreated or secondary treated spills that do not result in a discharge to surface waters or are less than 1000 gallons	NO	NO	YES	NO	YES
Untreated or secondary treated spills that impact surface waters regardless of volume	YES	YES	YES	YES	YES



Attachment C
Sanitary Sewer Overflow Report

Preliminary report Final report Revised final report

Sanitary Sewer Overflow Report
(Revised January 2003)
Sanitary Sewer Overflow Tracking Number: _____

Reported to: Sent Regional Board a fax Left Regional Board a voice mail message
 Spoke with RB staffer: _____

Date & Time reported: _____

Reported by: _____
(include a phonenumber where individual can be reached)

Reporting sewer agency: _____

Responsible sewer agency: _____

Overflow Start Date/Time _____ (AM/PM)
Overflow End Date/Time _____ (AM/PM)
Estimated overflow volume (gpm) _____
Total overflow volume recovered (gallons) _____
Estimated overflow volume recovered (gallons) _____
Volume released to the environment (gallons) _____

Overflow location _____
(Name of structure, e.g. pumpstation, etc. if applicable)
Street address: _____
City & Zip: _____
County: _____ State: _____

Number of overflows within 1000 feet of this location in last 12 months: _____

Dates of overflows within 1000 feet of this location in last 12 months: _____

Overflow cause: (check appropriate box)

- | | | |
|------------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Roots | <input type="checkbox"/> Blockage | <input type="checkbox"/> Construction |
| <input type="checkbox"/> Rocks | <input type="checkbox"/> Flood damage | <input type="checkbox"/> Manhole failure |
| <input type="checkbox"/> Debris | <input type="checkbox"/> Line Break | <input type="checkbox"/> Pump Station failure |
| <input type="checkbox"/> Grease | <input type="checkbox"/> Infiltration | <input type="checkbox"/> Power Failure |
| <input type="checkbox"/> Vandalism | <input type="checkbox"/> Other _____ | |

Overflow type: (check appropriate box)

- | | |
|---|--|
| <input type="checkbox"/> Untreated Sewage | <input type="checkbox"/> Secondary treated |
| <input type="checkbox"/> Recalimed water | <input type="checkbox"/> Other |



Detailed explanation of the cause:

Overflow correction: (describe preventative and/or corrective measures taken/planned)

Was there measureable precipitation during the 72-hour period prior to the overflow?

Yes No

Initial/Secondary receiving water impacted (check appropriate boxes)

Did the overflow reach a storm drain? Yes No

Did the overflow reach surface water
other than a storm drain? Yes No

Name or Description of initial receiving waters

(e.g., stream, river, lake, pond, etc., if applicable)

Description of secondary receiving waters

(e.g., next impacted receiving water after first passin through the initial waters, if applicable)

Description of overflow's final destination if receiving water were not impacted

(e.g., Vactor truck, etc.)

NOTES:

1. For descriptions and clarifications of all items on this form, refer to the San Diego Regional Water Quality Control Board Order 96-04 as amended, including the document entitled, "Required Fields for Order 96-04 Quarterly Summary Report".
2. If the sanitary overflow event results in a discharge of 1,000 gallons or more, or in a discharge to surface waters, this form must be received by the San Diego Regional Water Quality Control Board no later than 5 days after the overflow start date.

The following certification must be completed with the 5-day notice:

Certification statement:

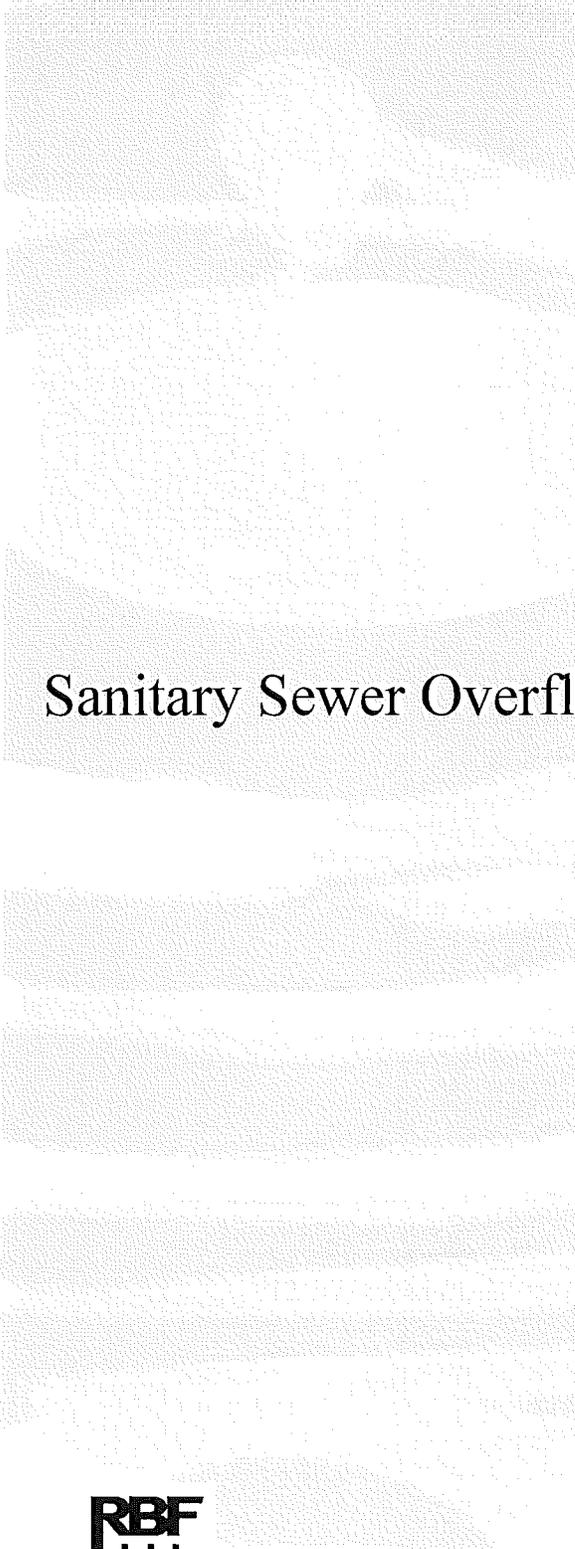
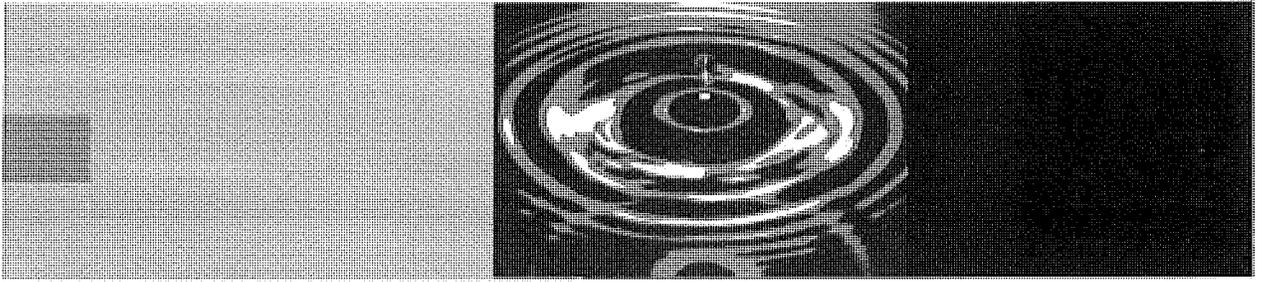
I swear under penalty of perjury that the information submitted in this document is true and correct. I certify under penalty of perjury that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Signature

Name

Title

Date



**Attachment D –
Sanitary Sewer Overflow Notification Form**

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD –
SANITARY SEWER OVERFLOW 24-HOUR NOTIFICATION REPORT FORM
FOR CATEGORY 1 SPILLS IN THE SAN DIEGO REGION
ORDER No. R9-2007-0005

If CIWQS is not working, the 3-day draft report may be faxed in using this form. Please provide the following information, if available.

RWQCB STAFF CONTACT _____

DATE OF NOTIFICATION ___ / ___ / ___

TIME OF NOTIFICATION ___ : ___ AM / PM

REPORTED BY _____ PHONE: (____) _____

REPORTING AGENCY: _____

AGENCY ADDRESS: _____

RESPONSIBLE PARTY (if not the Reporting Agency): _____

PUBLIC SPILL PRIVATE SPILL

ESTIMATED TOTAL SSO VOLUME (GALLONS): _____

ESTIMATED RECOVERED VOLUME (GALLONS): _____

LOCATION OF SSO: _____ START DAY/TIME: _____

CONTAINED ON-GOING

CITY: _____ END DAY/TIME: _____

ZIP: _____

WATERS OF STATE IMPACTED? YES NO

STORM DRAIN: _____

PRIMARY SURFACE WATER: _____

SECONDARY SURFACE WATER: _____

OTHER IMPACTED WATER: _____

BEACH CLOSURE? YES NO LOCATION: _____

LOCAL HEALTH AGENCY NOTIFIED IMMEDIATELY? YES NO DATE/TIME _____

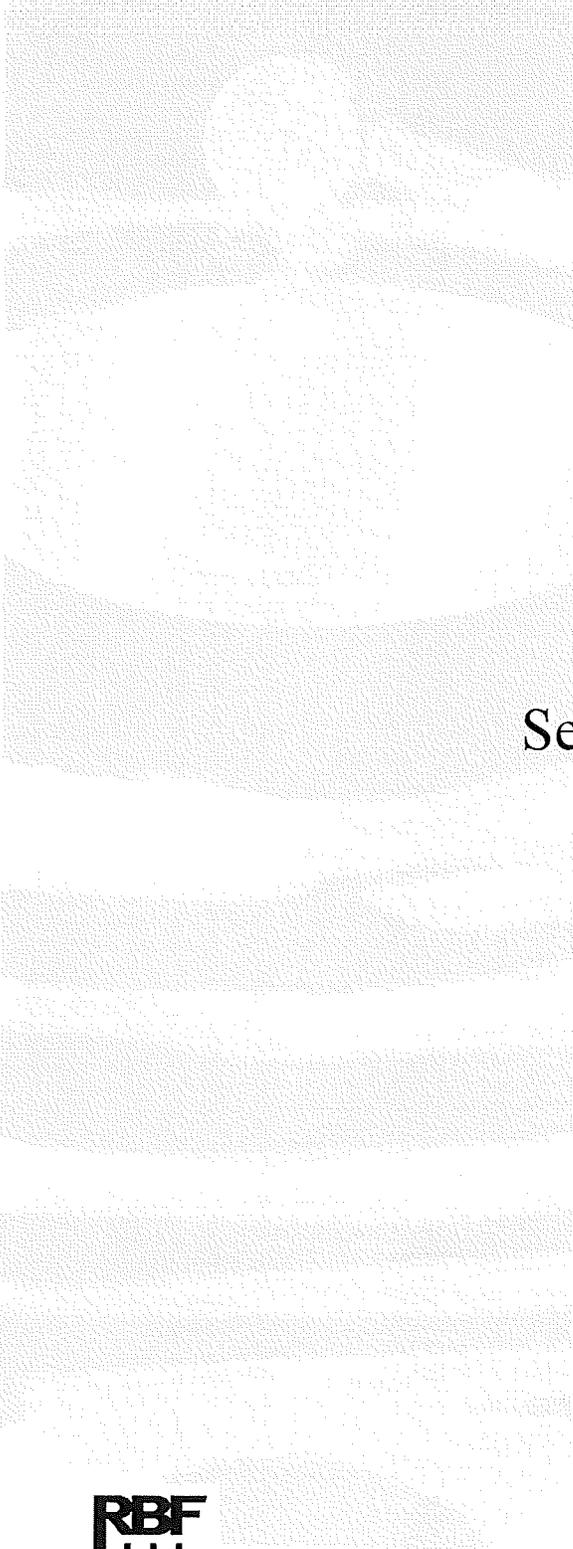
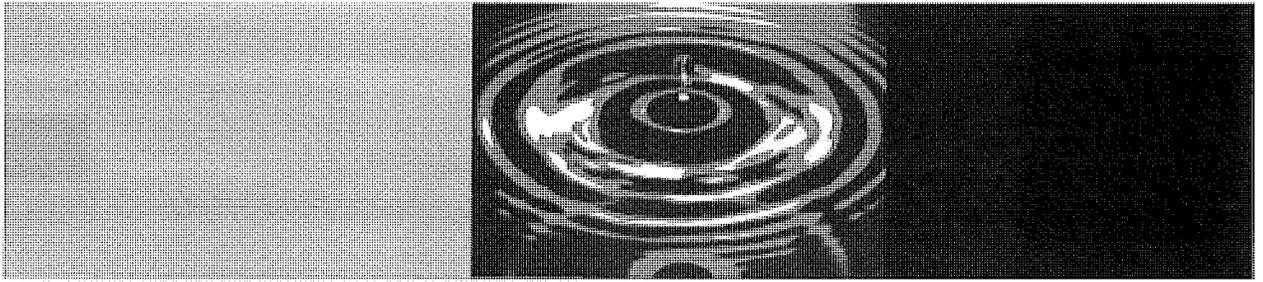
OFFICE OF EMERGENCY SERVICES NOTIFIED? YES NO DATE/TIME _____

OES CONTROL # _____

CAUSE / COMMENTS / OTHER DETAILS:

SSO 24-HOUR NOTICE





**Attachment E –
Sewer Spill Estimating**

Spill Volume Estimating

A variety of approaches exist for the estimation of the volume of a sanitary sewer overflow. This appendix documents the three methods that are most often employed by the City of San Diego. The person preparing the estimate should use the method most appropriate to the sewer overflow in question using the best information available. Every effort should be made to make the best possible estimate of the volume. Assistance from the WWC Engineering Section should be sought for larger sewer overflows.

Method 1 Eyeball Estimate

The volume of very small spills can be estimated using an “eyeball estimate.” To use this method imagine the amount of water that would spill from a bucket or a barrel. A bucket contains 5 gallons and a barrel contains 50 gallons. If the spill is larger than 50 gallons, try to break the standing water into barrels and then multiply by 50 gallons. This method is useful for contained spills up to 100 gallons.

Method 2 Measured Volume

The volume of most small spills can be estimated using this method. The shape, dimensions, and the depth of the spilled wastewater are needed. The shape and dimensions are used to calculate the area of the spills and the depth is used to calculate the volume.

Step 1 Sketch the shape of the contained sewage

Step 2 Measure or pace off the dimensions.

Step 3 Measure the depth at several locations

Step 4 Convert the dimensions, including depth to feet.

Step 5 Calculate the area using the following formulas:

Rectangle Area = length x width

Circle Area = $0.785 \times D^2$ (where D is diameter of pipe)

Triangle Area = base x height x 0.5

Step 6 Multiply the area times the depth

Step 7 Multiply the volume by 7.5 to convert it to gallons

Method 3 Duration and Flow Rate

Calculating the volume of spills where it is difficult or impossible to measure the area and depth requires a different approach. In this method a separate estimate is made of the duration of the spill and the flow rate. The methods of estimating duration and flow rate are:

Duration: The duration is the elapsed time from the start time to the time the spill stopped.

Start time is sometimes difficult to establish. Here are some approaches:

Local residents can be used to establish start time. Inquire as to their observations. Spills that occur in rights-of-way are usually observed and reported in short order. Spills that occur out of the public view can go on longer. Sometimes observations like odors or sounds (e.g. water running in a normally dry creek bed) can be used to estimate the start time.

Changes in flow on a downstream flowmeter can be used to establish the start time. Typically the daily flow peaks are “cut off” or flattened by the loss of flow. This can be identified by comparing hourly flow data, when available.

Conditions at the spill site change with time. Initially there will be limited deposits of grease and toilet paper. After a few days to a week, the grease forms a light colored residue. After a few weeks to a month the grease turns dark. In both cases the quantity of toilet paper and other materials of sewage origin increase in amount. These changes with time can be used to estimate the start time in the absence of other information.

End time is usually much easier to establish. Field crews on-site observe the “blow down” that occurs when the blockage has been removed. The “blow down” can also be observed in downstream flowmeters.

Flow Rate: The flow rate is the average flow that left the sewer system during the time of the spill. There are three ways to estimate the flow rate:

San Diego Manhole Flow Rate Chart: This chart shows the sewage flowing from a manhole cover for a variety of flow rates. The observations of the field crew are used to select the approximate flow rate from the chart.

Flowmeter: Changes in flows in the downstream flowmeters can be used to estimate the flow rate during the spill.

Estimate based on up-stream connections: Once the location of the spill is known, the number of upstream connections can be determined from the field books. Multiply the number of connection by 200 to 250 gallons per day per connection or 8-10 gallons per hour per connection.

Once duration and flow rate have been estimated, the volume of the spill is the product of the duration in hours or days times the flow rate in gallons per hour or gallons per day.



City of San Diego
Metropolitan Wastewater Department

Reference Sheet for Estimating Sewer Spills from Overflowing Sewer Manholes

All estimates are calculated in gallons per minute (gpm)

Wastewater Collection Division
(619) 654-4160



5 gpm



25 gpm



50 gpm



100 gpm



150 gpm



200 gpm



225 gpm



250 gpm



275 gpm

All photos were taken during a demonstration using metered water from a hydrant in cooperation with the City of San Diego's Water Department.

rev. 4/99

Attachment 5

Fats, Oils, and Grease (FOG) Control Ordinance 13.14

ORDINANCE NO. 2012-1131

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA ADDING CHAPTER 13.14 OF THE IMPERIAL BEACH MUNICIPAL CODE RELATED TO THE REGULATION OF FATS, OILS AND GREASE DISPOSAL IN THE SEWER COLLECTION SYSTEM AND AMENDING SECTION 13.04.040 OF THE IMPERIAL BEACH MUNICIPAL CODE

WHEREAS, on May 2, 2006, the State Water Resources Control Board (SWRCB) adopted and implemented Order No. 2006-0003 Statewide General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems; and

WHEREAS, the WDR requires the City to control the impacts of fats, oils, and grease (FOG) on the collection system and to establish the legal authority to implement and enforce a FOG control program; and

WHEREAS, the City Council finds that an ordinance for regulating the disposal of FOG from commercial kitchens is necessary to protect public health, safety, and environment; to reduce the required maintenance effort by City staff to prevent sewer system overflows; to establish best management practices for commercial kitchens operating in the City; and to provide for the legal authority for the City to enforce its FOG control program; and

WHEREAS, Chapter 13.14 of the Imperial Beach Municipal Code will provide the necessary direction and authority to manage the discharge of grease from commercial kitchens and help prevent sanitary sewer overflows from the accumulation of grease in the municipal sewer system; and

WHEREAS, an update to Section 13.04.040 E. of the Imperial Beach Municipal Code is also necessary to reference the most recently adopted edition of the California Plumbing Code.

NOW, THEREFORE, IT IS ORDAINED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH AS FOLLOWS:

Section 1: Section 13.04.040 of Chapter 13.04 of the Imperial Beach Municipal Code is hereby amended to read as follows:

13.04.040. Connection to public sewer required—Design specifications.

A. No person whose premises are so located that a public sewer is within two hundred feet of the place of origin of sewage on the premises shall install any septic tank or use any means of disposing of such sewage other than through a connection with the City sewer facility. Each such person shall be required to connect such premises with the sewer system and to pay all costs and charges provided for under this chapter.

B. All persons whose premises are connected to the public sewer shall be responsible for the installation, maintenance and upkeep of the building sewer and the sewer lateral to the point where the lateral attaches to the saddle connection on the public sewer or sewer main.

C. New sewers and connections to the sewer system will meet all requirements of the Uniform Plumbing Code, copies of which are on file with the Department of Public Works and the Building Department; the standard plans and specifications of the City for construction in the public right-of-way; and shall also meet the design requirements as established from time to time by the City Engineer.

D. Except as expressly provided in this code, all work performed and all plans and specifications required under the provisions of this chapter shall conform to the requirements prescribed by the the editions of "The San Diego Area—Regional Standard Drawings" and "The Standard Specifications for Public Works Construction" and associated supplements, and "Standard Plans for Public Works Construction" in effect as of November 2, 2008, unless exempted or modified by the City Council of the City of Imperial Beach. To the extent possible, all designs and plans shall provide for vehicular access to all manholes and cleanouts in the sewer main system.

E. All building permit plans or designs shall comply with the currently adopted edition of the California Plumbing Code as set forth in chapter 15.32 of the Municipal Code. This compliance includes the duty to eliminate or minimize the sewer system impacts due to fats, oils, and grease discharge.

Section 2: A new Chapter 13.14 – Regulation of Fats, Oils and Grease Disposal in the Sewer Collection System - is hereby added to the Imperial Beach Municipal Code to read as shown in Exhibit "A" that is attached hereto and incorporated herein by reference.

Section 3: Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

Section 4: The City Clerk is directed to prepare and have published a summary of this ordinance no less than five days prior to the consideration of its adoption and again within fifteen (15) days following adoption indicating votes cast.

EFFECTIVE DATE: This Ordinance shall be effective thirty (30) days after its adoption.

INTRODUCED AND FIRST READ at a regular meeting of the City Council of the City of Imperial Beach, California, on the 7th day of November 2012;

THEREAFTER ADOPTED at a regular meeting of the City Council of the City of Imperial Beach, California, on the 21st day of November 2012, by the following vote:

AYES: COUNCILMEMBERS: BILBRAY, BRAGG, SPRIGGS, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: KING

Signature on file

JAMES C. JANNEY, MAYOR

ATTEST:

Signature on file

JACQUELINE M. HALD, MMC
CITY CLERK

APPROVED AS TO FORM:

Signature on file

JENNIFER M. LYON, ESQ.
CITY ATTORNEY

SEE EXHIBIT "A"

CHAPTER 13.14- REGULATION OF FATS, OILS AND GREASE DISPOSAL IN THE SEWER COLLECTION SYSTEM

13.14.010 – Purpose and Intent

It is the intent of this article to establish regulations for the disposal of grease and other insoluble waste discharges from commercial kitchens within the City. The City council, in enacting the ordinance codified in this article, intends to provide for the protection and maximum beneficial public use of the City's sewer system, to prevent sewer system overflows from the buildup of grease in sewer lines, to ensure the cost of maintaining the public sewer system is equitably distributed amongst users, to clarify grease disposal requirements for existing commercial kitchens, and to promote public health and safety.

13.14.020 – Definitions

“Best management practices (BMPs)” means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the introduction of FOG to the sewer facilities.

“Change in operations” means any change in the ownership, food types, or operational procedures that have the potential to increase the amount of FOG generated and/or discharged by FSEs in an amount that alone or collectively causes or creates a potential for SSOs to occur.

“City Manager” means the City Manager of the City of Imperial Beach or his or her designee.

“Discharger” means any person who discharges or causes a discharge of wastewater directly or indirectly to a public sewer. Discharger shall mean the same as user.

“Effluent” means any liquid outflow from the FSE that is discharged to the sewer.

“Existing Food Service Establishment” means a FSE which legally exists and operates at the time of the effective date of this Chapter.

“Fats, oils and grease (FOG)” means any substance such as a vegetable or animal product that is used in, or is a byproduct of, the cooking or food preparation process, and that turns or may turn viscous or solidifies with a change in temperature or other conditions.

“FOG control program” means the FOG control program required by and developed pursuant to State Water Resources Control Board (SWRCB) ORDER NO. 2006-0003-DWQ.

“Food Grinder” means any device installed in the plumbing or sewage system for the purpose of grinding food waste or food preparation by products for the purpose of disposing it in the sewer system.

"Food Service Establishment (FSE)" means any food preparation establishment, restaurant, cafeteria, or any other establishment preparing food for consumption. Domestic homes are not considered food service establishments under this definition.

"Grease control device" means any grease interceptor, grease trap or other mechanism, device or process, which attaches to, or is applied to, wastewater plumbing fixtures and lines, the purpose of which is to trap or collect or treat FOG prior to it being discharged into the sewer system. "Grease control device" may also include any other proven method to reduce FOG subject to the approval of the City.

"Grease interceptor" means a multi-compartment device that is constructed in different sizes and is generally required to be located, according to the California Plumbing Code, underground between a FSE and the connection to the sewer system. These devices primarily use gravity to separate FOG from the wastewater as it moves from one compartment to the next. These devices must be cleaned, maintained, and have the FOG removed and disposed of in a proper manner on regular intervals to be effective.

"Grease trap" means a grease control device that is used to serve individual fixtures and have limited effect and should only be used in those cases where the use of a grease interceptor or other grease control device is determined to be impossible or impracticable.

"Hot spots" means areas in sewer lines that have experienced sanitary sewer overflows or that must be cleaned or maintained frequently to avoid blockages of sewer system.

"Interceptor" means a grease interceptor.

"Program Manager" means the individual designated by the City Manager to administer the FOG control program. A consultant retained under contract by the City may be designated as the FOG control program manager. The FOG control program manager is responsible for all determinations of compliance with the program, including approval of discretionary waivers, inspections and development and implementation of the best management practices and the rules and regulations for the City's FOG control program.

13.14.030 – FOG Discharge Prohibited

No FSE shall discharge or cause to be discharged FOG into the sewer system.

13.14.040 – Conditions for grease disposal at Food Service Establishments

FSEs shall comply with the following conditions:

- A. If requested, the FSE shall submit pertinent information on business operations to the City in order to assess the overall impact on the sewer collection system. The FSE may be required to submit, in units and terms appropriate for evaluation, the following information:

1. Name, address and Standard Industrial Classification number of FSE;
 2. Volume of wastewater to be discharged;
 3. Proposed wastewater constituents;
 4. Time of daily food preparation operations;
 5. Average and 30-minute peak wastewater flow rates, including daily, monthly and seasonal variation if any;
 6. Description of activities, facilities and plant processes on the premises including all materials which are or could be discharged;
 7. Plans or diagrams depicting location of on-site sewer lines pumping stations and any reclamation or pretreatment facilities;
 8. Description of food preparation, type, number of meals served, cleanup procedures, dining room capacity, number of employees and size of kitchen;
 9. Any other information required by the Program Manager to evaluate the FOG disposal of the FSE. The Program Manager will evaluate the data submitted and may require additional information.
- B. The Program Manager will evaluate the data furnished by the applicant and may require additional information. Prior to or after evaluation and acceptance of the data furnished, an on -site inspection of the waste discharge system, treatment systems or other systems relating to the waste discharge may be required. The Program Manager may then permit FOG discharge subject to terms and conditions provided herein.
- C. FSE grease disposal shall be allowed only for specific use for a specific operation. Re-evaluation may be required for any sale, lease, transfer or assignment of the premises or business or any change in operations.

3.14.050 – Prohibitions. The following prohibitions shall apply to all Food Service Establishments

- A. Installation of food grinders in new constructions of Food Service Establishments shall be prohibited. Furthermore, all food grinders shall be removed from existing Food Service Establishments within 180 days of the effective date of these regulations.
- B. Introduction of any additives into a Food Service Establishment's wastewater system for the purpose of emulsifying FOG is prohibited, unless a specific written authorization from the Program Manager is obtained based upon evidence showing that such additives will not cause or contribute to interference and/or a sewer system overflow.
- C. Discharge of wastewater with temperatures in excess of 140°F to any grease control device, including interceptors is prohibited.
- D. The use of biological additives to treat or reduce FOG or as a supplement to interceptor maintenance, without prior authorization from the Program Manager, is prohibited. Such authorization shall be based upon evidence showing that such biological additives will not cause or contribute to interference and/or a sewer system overflow.
- E. No waste removed from a grease control device may be discharged to the sewer system.

13.14.060 – Grease control for new and existing food service establishments

All building permit plans or designs shall comply with applicable sections of the Plumbing Code of the City of Imperial Beach to eliminate or minimize the sewer system impacts due to fats, oils, and grease discharge.

- A. Food Service Establishments are required to install, operate and maintain an approved type and adequately sized grease control device necessary to maintain compliance with the objectives of this Chapter.
 - 1. New Food Service Establishments.
 - a. Food Service Establishments which are newly constructed shall install, operate, and maintain a grease control device prior to and following commencement of wastewater discharges to the sewer system.
 - b. Newly constructed Food Service Establishments shall size grease control devices according to the Plumbing Code of the City of Imperial Beach.
 - c. New Food Service Establishments opening a new business in the location of a previous FSE without remodeling the facility shall be required to install a grease control device.

2. Existing Food Service Establishments.

- a. Existing Food Service Establishments shall be required to install and commence proper operation of a grease control device upon notification by the City if in the determination of the Program Manager any of the following apply:
 - (1) The Existing Food Service Establishment has caused or contributed to a grease-related blockage in the sewer system including private laterals, or which have sewer laterals connected to hot spots deemed to have significant potential to adversely impact the sewer system.
 - (2) The Existing Food Service Establishment has contributed to the buildup of FOG in the sewer collection system, which may be determined through observation of kitchen equipment or operations, observation of grease in the sewer lateral, or testing of effluent shall be deemed to have a reasonable potential to adversely impact the sewer system.
 - (3) The Existing Food Service Establishment has (a) made any change in food preparation or business operations that is different than the original business application and (b) those changes will lead to an increase in grease disposal which have been deemed to have reasonable potential to adversely impact the sewer system.
 - b. Existing Food Service Establishments without a current California Plumbing Code compliant grease control device that remodels the facility or expands kitchen area shall be required to install a grease control device.
 - c. Existing Food Service Establishments which have already installed a grease control device at the time of adoption of this Chapter will be allowed to continue using said device provided it is in proper working order and meets the standards of the Plumbing Code of the City of Imperial Beach.
- B. The grease control device shall be connected to all grease bearing fixtures and adequate to separate and remove FOG contained in wastewater discharges from any establishment prior to discharge to the sewer system.
- C. Property owners of commercial developments or their official designee shall be responsible for the installation and maintenance of the grease control device serving multiple establishments that are located on a single parcel.
- D. Conditional Waiver
1. Any FSE may obtain a conditional waiver from the Program Manager, in order to avoid compliance with the grease removal device installation requirement. The FSE bears the burden of demonstrating, to the Program Manager's reasonable satisfaction, that the installation of a grease removal device is not necessary and that acceptable alternatives such as, but not limited to, installation of alternative technologies or implementation of BMPs will be sufficient to prevent significant FOG discharges from

the applicant. Upon determination by the Program Manager that a conditional waiver may be granted, the FSE will be given notice in writing that a waiver has been approved and that the FSE is relieved of the requirement to install a grease removal device. So long as the waiver remains effective the Program Manager may impose terms and conditions on the issuance of a waiver and may impose conditions on the FSE's business license in accordance with any approved waiver.

2. A conditional waiver may be suspended or revoked at any time when any of the terms and conditions for its issuance is not satisfied or if the conditions upon which the conditional waiver was based change so that the justification for the exception no longer exists. Appeal of any suspension or revocation may be made, as provided in this Chapter.
3. Period of Validity. The conditional *waiver* shall be valid only so long as the FSE remains in compliance with all requirements of this Chapter, including, but not limited to, the requirements to apply for a new or renewed business license and to implement BMPs. The conditional *waiver* may be suspended or revoked if any of the terms and conditions for its issuance are not satisfied. Appeal of any suspension or revocation may be made as provided in this Chapter.
4. Appeals. The applicant or any interested person may appeal the decision of the Program Manager in accordance with the provisions of this Chapter.

13.14.070 – Grease control device maintenance requirements

- A. Each commercial kitchen with a grease control device shall be required to employ an appropriate service or procedures for periodic collection of accumulated grease from any grease control device. The collection schedule shall be determined by the following criteria:
 1. Twenty Five Percent Rule. Grease control devices shall be fully pumped out and cleaned at a frequency such that the combined FOG and solids accumulation does not exceed 25% of the total designed hydraulic depth of the grease control device. This is to ensure that the minimum hydraulic retention time and required available hydraulic volume is maintained to effectively intercept and retain FOG discharged to the sewer system.
 2. Each Food Service Establishment with a grease control device shall fully pump out and clean its grease control device not less than every 6 months, unless required sooner by the 25% Rule in section 13.14.070(A)(1).
- B. Maintenance Records. Each commercial kitchen with a grease control device shall be required to keep records of cleaning, maintenance and grease removal. All such records must be retained on site by the permitted facility for a minimum of three (3) years. A separate maintenance log shall be maintained for each grease control device and posted in the immediate vicinity of each device. Maintenance logs shall include the following information: Grease control device location and volume; maintenance dates; volume removed (gallons); disposal methods; and name of person performing maintenance and, if the person is not employed by the commercial kitchen, the name, address and phone number of the person or company performing the maintenance activities.

- C. Inspection. Each commercial kitchen with a grease control device shall allow City representatives access to the premises during normal business hours and at reasonable times, for purposes of sampling, inspections and review of records relating to commercial kitchen grease disposal.

13.14.080 – Best management practices

All Food Service Establishments must install, implement and maintain the following minimum best management practices:

- A. Drain screens. Drain screens shall be installed on all drainage pipes in food preparation areas.
- B. Waste cooking oil.
1. All waste cooking oil shall be collected and stored properly in recycling barrels or drums.
 2. Such recycling barrels or drums shall be maintained appropriately to ensure they do not leak.
 3. Licensed haulers or an approved recycling facility must be used to dispose of waste cooking oil.
- C. Food waste. All food waste shall be properly disposed of as organic waste or placed in enclosed plastic bags and disposed directly into the trash or garbage, and not in sinks.
- D. Employee training.
1. Employees of the food service establishment shall be trained at the beginning of their term of employment, and once each calendar year thereafter, on the following subjects:
 - a. How to "dry wipe" pots, pans, dishware and work areas before washing, to remove grease.
 - b. How to properly dispose of food waste and solids.
 - c. The location and use of absorption products to clean under fryer baskets and other locations where grease may be spilled or dripped.
 - d. How to properly dispose of grease or oils from cooking equipment into a grease barrel or drum without spilling.
 2. Kitchen exhaust filters and hoods shall be cleaned at least annually to be maintained in good operating condition

3.14.090 – Enforcement

Any violation of this Chapter is hereby deemed a public nuisance and may be abated under Chapter 1.16 of this Imperial Beach Municipal Code or as otherwise provided therein. Authorized enforcement officials and authorized enforcement staff may also enforce violations of this Chapter as follows:

- A. Administrative Penalties. Administrative penalties may include, but not be limited to, the recovery of fines assessed against the City of Imperial Beach by the RWQCB.
- B. Cease and Desist Orders. Written and/or verbal orders may be issued to stop illegal discharges and/or remove illegal connections.
- C. Notice and Order to Clean, Test, or Abate. Written and/or verbal orders may be issued to perform any act required by this Chapter where conditions warrant.
- D. Public Nuisance Abatement. Violations of this Chapter are deemed a threat to public health, safety, and welfare, and are identified as a public nuisance. If actions ordered pursuant to this Chapter are not performed, the authorized enforcement official may abate any public nuisance. City costs for pollution detection and abatement, if not paid in full by the discharger in addition to any other penalties, may be made a lien against the property in accordance with this procedure.
- E. Stop Work Orders. Whenever any work is being done contrary to the provisions of this Chapter, an authorized enforcement official may order the work stopped by notice in writing served on any person engaged in the doing or causing such work to be done, and any such person shall immediately stop such work until authorized by the authorized enforcement official to proceed with the work.
- F. Permit Suspension or Revocation. Violations of this Chapter may be grounds for permit and/or other City license suspension or revocation in accordance with applicable sections of the Imperial Beach Municipal Code.
- G. Legal action. The City may pursue any other legal remedies available, including but not limited, filing civil, criminal and/or injunctive relief actions in Superior Court. Any violation of this Chapter shall constitute a misdemeanor, unless otherwise charged as an infraction, at the discretion of the City Attorney.
- H. Penalties and Remedies Not Exclusive. Penalties and remedies under this article may be cumulative and in addition to other administrative, civil or criminal remedies.

I. Appeals of fines, penalties or requirements to install grease control devices.

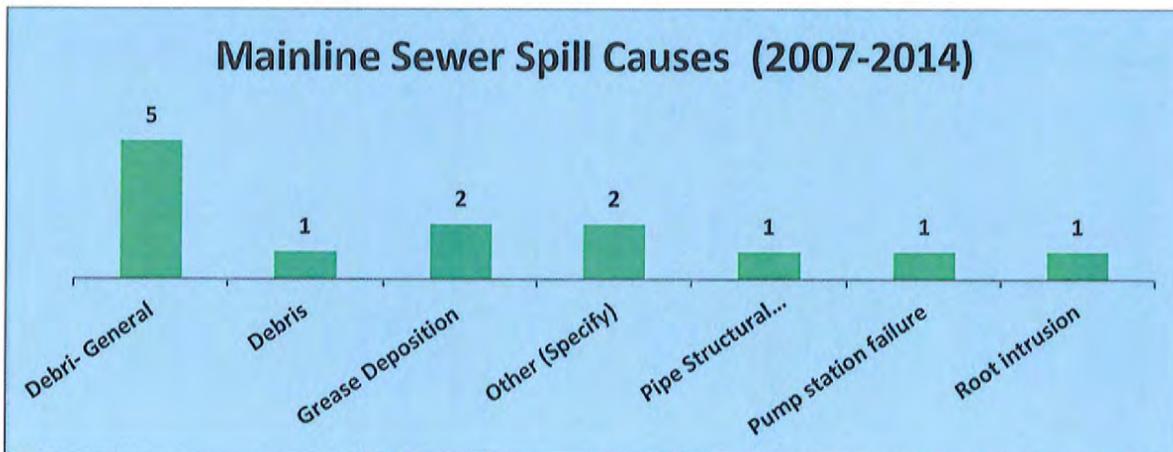
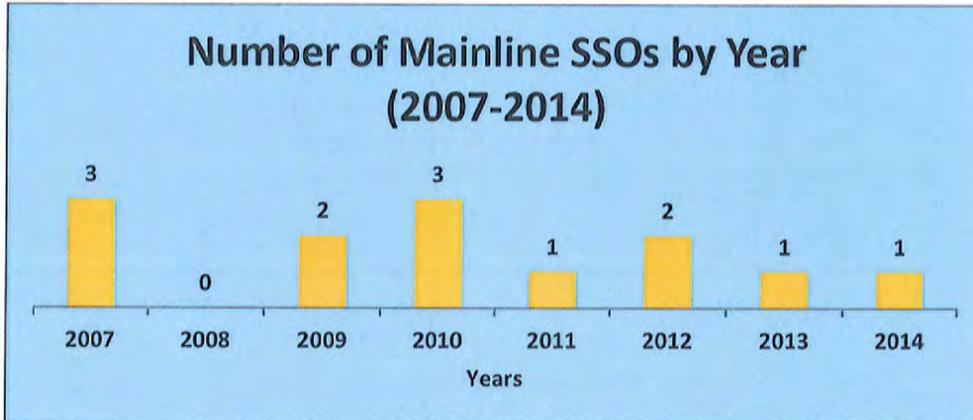
1. Appeals of fines, penalties, or requirements to install grease control devices shall be submitted to the city manager within thirty days after the FSE has been notified of the penalty and/or corrective actions. The decision of the city manager shall be in writing.
2. The decision of the city manager can be appealed to the city council by submitting a written request to the city clerk within fifteen days of the issuance of the city manager's decision, and payment of the appropriate fee, if any, as set by resolution of the city council.
3. Upon appeal, the appellant shall, upon written request to the city manager, be provided within fifteen days of said request, at reasonable cost to the appellant, copies of all reports, data or other documentary evidence upon which the citation is based.

Attachment 6

Sewer Overflow Trend Analysis

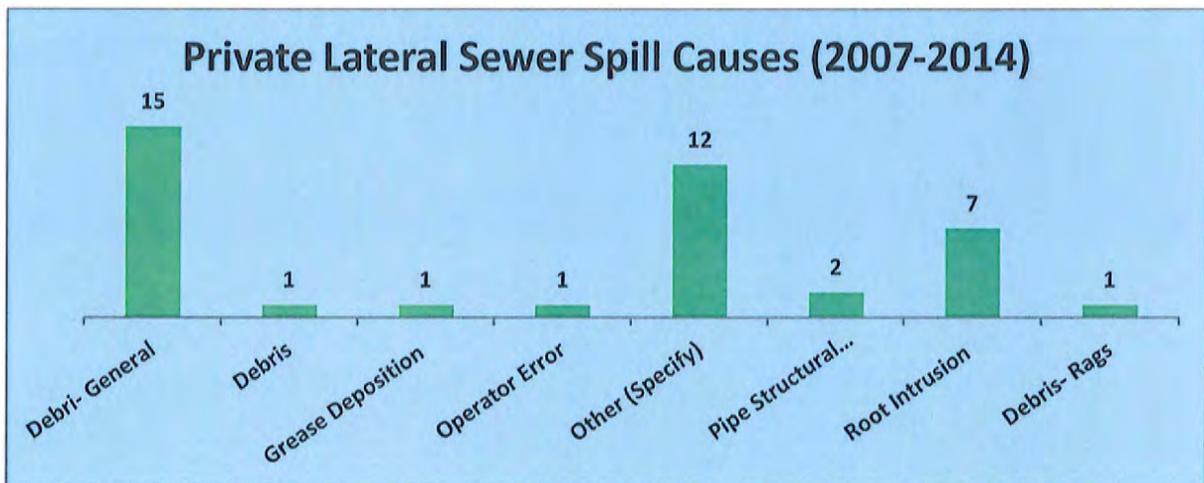
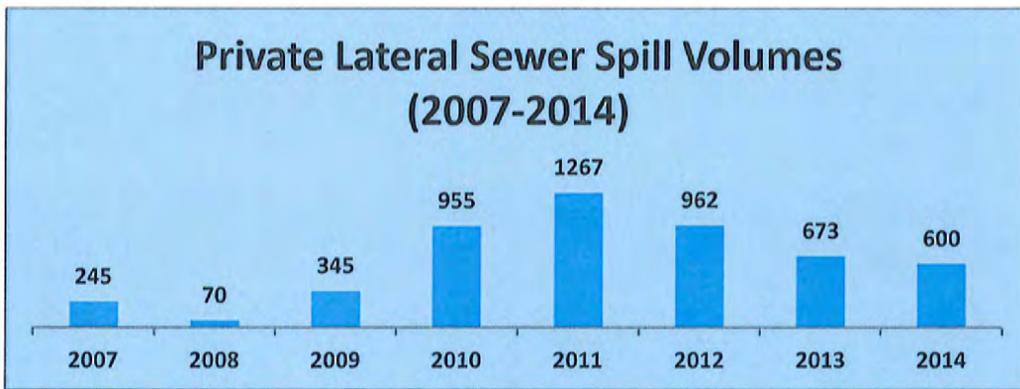
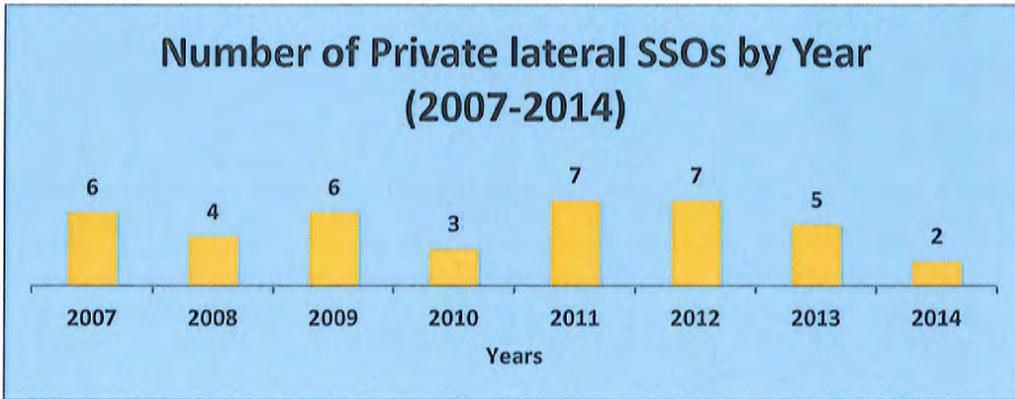
Sewer Overflow Trend Analysis 2007 through 2014
October 21, 2014

The following presents a summary of the sewer system overflows in the City of Imperial Beach from jurisdictionally maintained sewer main lines from 2007 through 2014 as reported on the CIWQS reporting system.



SSMP Audit Report Attachment 6

The following presents a summary of the sewer system overflows in the City of Imperial Beach from private lateral lines from 2007 through 2014 as reported on the CIWQS reporting system.





STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *SN FOR*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: CITY CLERK *MIT*
SUBJECT: RESOLUTION NO. 2014-7526 – CONFLICT OF INTEREST
CODE UPDATE

EXECUTIVE SUMMARY:

In accordance with the Political Reform Act, the City Council must review its Conflict of Interest code biennially. Staff recommends approval of an updated Appendix II to the Conflict of Interest Code, adding new positions that must be designated.

BACKGROUND:

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially to determine if it is accurate and up to date or if it must be amended. The City of Imperial Beach previously adopted Regulation 18730 (referred to as the model or standard code by the Fair Political Practices Commission) by reference and, as such, the body of the code is up to date.

At the October 1, 2014 City Council meeting, City Council expressed a desire to have staff review the filing requirements, if any, of committee members and board members and to have the item brought back for City Council's consideration at their next meeting. Upon review of the list of designated positions that file Statements of Economic Interests (Appendix II), however, staff believes it is only necessary to update the list by including new positions subject to this filing requirement.

DISCUSSION:

State law does not require members of a board or commission to file a form 700 if they are unsalaried and the board or commission serves a solely advisory function. This exemption is not dependent on the fact that members of the board or commission are unsalaried or that the board or commission is described as serving a "solely advisory function." It is the actual presence or absence of decision-making power that is the important factor in identifying whether the body has a solely advisory function. An unsalaried member of a board or commission may be found to have decision-making authority if it makes substantive recommendations that are, and over an extended period of time have been, regularly approved without significant amendment or modification by another public official or governmental agency.

Upon review of the City's Boards and Commissions, the Parks & Recreation Committee is not required to be added to the City's Conflict of Interest Code because it was created as solely an advisory body and it is a new commission that has not yet had the opportunity to make recommendations to City Council. The Design Review Board and Tidelands Advisory Committee, however, will remain in the City's Conflict of Interest Code.

FISCAL IMPACT:

None related to this report.

DEPARTMENT RECOMMENDATION:

Adopt Resolution No. 2014-7526 approving an updated Appendix II to the Conflict of Interest Code adding new positions that must be designated.

Attachments

1. Resolution No. 2014-7526 with Council Policy 115 – Conflict of Interest Code as Exhibit A
2. Biennial Notice

RESOLUTION NO. 2014-7526

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, ADOPTING, AFFIRMING, AND INCORPORATING BY REFERENCE THE STANDARD CONFLICT OF INTEREST PROVISIONS OF 2 CALIFORNIA CODE OF REGULATIONS SECTION 18730 AND ADOPTING AMENDED AND UPDATED APPENDICES TO THE CONFLICT OF INTEREST CODE OF THE CITY OF IMPERIAL BEACH

WHEREAS, pursuant to the requirements of the California Political Reform Act (the "Act"), section 81000 of the California Government Code, all local governmental agencies must adopt Conflict of Interest Codes applicable to every officer, employee, member or consultant of the agency whose position entails the making or participating in the making of decisions that may foreseeably have a material financial effect on any financial interest, and which Code requires such designated employees to disclose and disqualify themselves from making, participating in, or attempting to influence such decisions; and

WHEREAS, the City has previously adopted the terms of 2 California Code of Regulations section 18730, the Conflict of Interest Code terms promulgated by the Fair Political Practices Commission ("FPPC") by City of Imperial Beach Resolution No. 91-4020, 2010-6972 and 2012-7183; and

WHEREAS, the City Council of the City of Imperial Beach, as the Code Reviewing body under the Act, adopts, affirms and incorporates by reference the standard Conflict of Interest Code set forth in 2 California Code of Regulations, section 18730 and any amendments to it duly adopted by the FPPC; and

WHEREAS, the standard Conflict of Interest Code set forth in 2 California Code of Regulations, section 18730 and any amendments to it duly adopted by the FPPC, along with Appendix I setting forth amended disclosure categories, and Appendix II, amending the list of designated officials, including establishment of certain positions, does constitute the Conflict of Interest Code of the City of Imperial Beach;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach, California, as follows:

1. The standard Conflict of Interest Code set forth in 2 California Code of Regulations, section 18730 and any amendments to it duly adopted by the FPPC is hereby incorporated by reference.
2. The disclosure categories are set forth in Appendix I and the amended list of designated positions subject to the requirements of the Conflict of Interest Code are set forth in Appendix II.
3. The standard Conflict of Interest Code set forth in 2 California Code of Regulations, section 18730 and any amendments to it duly adopted by the FPPC and the Appendices I and II constitute the Conflict of Interest Code for the City of Imperial Beach.

4. The City Council of the City of Imperial Beach does hereby adopt the attached Conflict of Interest Code (Exhibit A) and its amended Appendix II.
5. The City Council hereby amends City Council Policy 115 as the Conflict of Interest Code.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its regular meeting held on the 5th day of November 2014, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, MMC
CITY CLERK

CITY OF IMPERIAL BEACH CONFLICT OF INTEREST CODE

The Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) that contains the terms of a standard conflict-of-interest code and may be incorporated by reference in an agency's conflict-of-interest code. After public notice and hearing, the standard code may be amended by the Fair Political Practices commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating positions and establishing disclosure requirements, shall constitute the conflict-of-interest code of the City of Imperial Beach.

Individuals holding designated positions shall file their statements with the City Clerk, which will retain the statements and make the statements available for public inspection and reproduction. (Gov. Code Section 81008.)

APPENDIX I

- A. Public Officials/employees holding positions designated in Appendix II are required to file the initial, annual, and leaving office statement of economic interest for the types of interests in the categories set forth in the Disclosure Categories column opposite the column Designated Positions. It has been determined that these persons make or participate in making decisions, which foreseeably may have a material effect on such financial interests.
- B. Where the Disclosure Category requires disclosure of interests in real property, the designated employee need only disclose real property which is located in whole or in part within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the City of Imperial Beach.
- C. Where the Disclosure Category requires disclosure of investments or sources of income, the designated employee need only disclose investments in business entities and sources of income which do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years. In addition to other activities, a business entity is doing business within the jurisdiction if it owns real property within the jurisdiction.
- D. Where the Disclosure Category requires disclosure of business positions, the designated employee need only disclose positions of director, officer, partner, employee, or any position of management in organizations or enterprises operated for profit.
- E. The Disclosure Categories are:

CATEGORY 1 Broad Responsibilities. Full Disclosure.

All interests in real property located in the City of Imperial Beach, including any property owned or used by the City in which the designated employee has a direct or indirect interest, as well as investments, business positions in business entities, and sources of income, including gifts, loans and travel payments from all sources located in or doing business in the City.

CATEGORY 2 Decision-Making Authority Affecting Real Property.

All interests in real property located in the City of Imperial Beach, including any property owned or used by the City in which the designated employee has a direct or indirect interest.

CATEGORY 3 City-Wide Decision-Making Authority.

All investments, business positions in business entities, and sources of income, including gifts, loans, and travel payments from all sources that provide leased facilities, goods, vehicles, supplies, materials, machinery, equipment, or services, including consulting services, of the type utilized by the City.

CATEGORY 4 Department/Division Decision-Making Authority.

All investments, business positions in business entities, and sources of income, including gifts, loans, and travel payments from all sources that provide leased facilities, goods, vehicles, supplies, materials, machinery, equipment, or services, including consulting services, of the type utilized by the employee's department, division, or area of authority.

CATEGORY 5 Regulatory Power.

All investments, business positions in business entities, and sources of income, including gifts, loans, and travel payments from any source that is subject to the regulatory, permit, or licensing authority of the designated official, consultant, or employee's department, division, or area of authority.

CATEGORY 6 Decision-Making Authority Affecting Claims.

All investments, business positions in business entities, and sources of income, including gifts, loans, and travel payments from all sources that filed a claim against the agency during the previous two years, or have a claim pending that is reviewed by the designated official, consultant or employee's department or division.

**APPENDIX II
CONFLICT OF INTEREST CODE**

Designated Positions	Disclosure Categories
Mayor, Councilmembers, Public Fac., Corp. Members	* /
Housing Authority	1 /
City Manager	* /
City Attorney	* /
Administrative Services Director/City Treasurer	* /
Planning Commissioners	* /
City Clerk	1
Deputy City Attorney(s)	1
Deputy City Clerk	4
Community Development Director	1
Public Safety Director/Fire Chief	1
Public Works Director	1
Assistant City Manager	1
City Planner	1
Senior Planner	2, 4, 5
Environmental Program Manager	2, 5
Capital Improvement Project Manager	2, 4
Public Works Inspector	2, 4, 5
Lifeguard Captain	4
Management Analyst	2, 4
Emergency Services Coordinator	2, 3, 4
Information Technology Manager	4
Human Resources Manager	4
Human Resources Analyst	4
Building Official	1
Building/Housing Inspectors I and II	2, 5
Public Works Superintendent	2, 3
Operations & Construction Manager	2, 3
Finance Supervisor	1
Senior Accountant	4

Code Compliance Officer	2, 5
Fire/Safety Inspector II	2, 5
GIS Administrator	4
Oversight Board of the IB RDA Successor Agency	1
Design Review Board Members	1
Tidelands Advisory Committee Members	1
Port Commissioner	* /

Consultants:

Consultants who, pursuant to a contract with the City of Imperial Beach, either (a) make government decisions, or (b) provide “services in a staff capacity” otherwise performed by an individual holding a designated position in this code, shall be included in the list of designated positions and shall disclose pursuant to the disclosure requirements in this code subject to the following limitation:

The City Manager may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The City Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Section 81008.)

Consultants who “serve in a staff capacity” as described in (b) above shall disclose financial interests in the same manner as is required for the designated position the duties for which are performed in whole or part, by the consultant.

* / As required by Government Code Sections 87200-87210, included for informational purposes only. See Government Code Section 87206-87210 for disclosure requirement.

2014 Local Agency Biennial Notice

Name of Agency: City of Imperial Beach

Mailing Address: 825 Imperial Beach Blvd.

Contact Person: Jacqueline M. Hald Phone No: (619) 423-8616

E-Mail: jhald@imperialbeachCA.gov

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (check one box):

An amendment is required. The following amendments are necessary:

(Mark all that apply.)

- Include new positions (including consultants) that must be designated
- Revise disclosure categories
- Revise the titles of existing positions
- Delete positions that no longer make or participate in making governmental decisions
- Other (describe) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is more than five years old, amendments may be necessary.)

Verification

This agency's conflict of interest code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions. The code includes all other provisions required by Government Code Section 87302.

Signature on file

Signature of Chief Executive Officer

9-9-14
Date

Complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2014**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF THE CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AW FOR*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: PUBLIC SAFETY *JA*
SUBJECT: REVIEW PROPOSED PROJECT FOR THE FISCAL YEAR 2015/16 COMMUNITY BLOCK GRANT (CDBG) ADDITIONAL ESTIMATED FUNDING AND SCHEDULE A HEARING ON DECEMBER 10, 2014 FOR CONSIDERATION AND DIRECTION.

EXECUTIVE SUMMARY:

A revised estimate for the Fiscal Year 2015/16 Imperial Beach CDBG Allocation is \$12,083 higher than the previous estimate used for the fire engine reimbursement. The fire engine is not eligible for additional reimbursement from these remaining funds, and because the amount is relatively small, a Fire-Rescue Department equipment purchase has been determined to be the best use of the estimated balance. There is a need in the Fire-Rescue Department to replace four of the Self-Contained Breathing Apparatus (SCBA) devices, for a total cost of approximately \$22,000. The Fiscal Year 2015/16 application has been signed by the City Manager and submitted to use these funds to partially reimburse this expense. This action is for City Council to review the proposed CDBG Project, and schedule a hearing on December 10, 2014 for consideration of this project and ratification of the City Manager's signature on the application.

BACKGROUND:

The Community Development Block Grant Program is funded through the Department of Housing and Urban Development Department (HUD). The County of San Diego's Department of Housing and Community Development (HCD) allocates funds to participating cities based on a formula that considers factors such as population, income level, and overcrowded housing.

On October 17, 2012, City Council previously approved the use of three years of CDBG funding for a total of \$304,403 to go towards the purchase of the fire engine. The County established the following funding breakdown:

Fiscal Year 2013/14 -	\$103,766
Fiscal Year 2014/15 -	\$108,954
Fiscal Year 2015/16 -	\$ 91,683
Total	\$304,403

ANALYSIS:

A revised estimate of \$103,766 has been provided for the Imperial Beach CDBG Fiscal Year 2015/16 allocation which is \$12,083 higher than the previous estimate of \$91,683 which was allocated to the fire engine reimbursement. The City had been working with the County in an attempt to apply these remaining funds to the engine per the intent of the original City Council action, however, since the engine has already been received and the funds have been expended for it, further reimbursement for the engine has been deemed ineligible by the County per CDBG requirements. The deadline to identify another project on which to expend the Fiscal Year 2015/16 estimated unallocated balance was fast approaching. This amount does not lend itself to traditional construction projects, and the County advised that fire equipment would be an eligible and well-suited use of the funds. The Fire-Rescue Department identified two upcoming needs to replace aging equipment, including replacement of four SCBA devices and replacement of several hundred feet of fire hose. The department has identified the SCBA devices as being the higher priority. Based on this, the City submitted an application to use the remaining estimated allocation towards reimbursement of this expense, estimated to be approximately \$22,000. This application was submitted to the County on the October 24, 2014 deadline.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

While the actual amount of CDBG funds will not be determined until the County receives all CDBG funding requests and receives HUD notification of available funds, sometime in the spring of 2015, the additional Fiscal Year 2015-2016 CDBG allocation is estimated to be \$12,083 based upon current estimates.

RECOMMENDATION:

That the City Council review this proposed CDBG Project for the purchase of replacement Self-Contained Breathing Apparatus, and that a public hearing be scheduled on December 10, 2014, to consider this recommended project and ratify the City Manager's signature on the Fiscal Year 2015/16 CDBG Application.



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER AH
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: CITY ADMINISTRATION
SUBJECT: ORDINANCE 2014-1148 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA AMENDING TITLE 2 ADMINISTRATION AND PERSONNEL, SECTIONS 2.12.140 AND 2.18.010 OF THE IMPERIAL BEACH MUNICIPAL CODE RELATED TO COUNCIL PROCEDURES AND CITY COMMISSIONS

EXECUTIVE SUMMARY:

This Ordinance makes some administrative/clean-up changes to further clarify various sections of Title 2 of the Imperial Beach Municipal Code.

DISCUSSION:

Section 2.12.140 of the Imperial Beach Municipal Code (IBMC) is being amended to allow Rosenberg's Rules of Order to be used as a guide in the event a Council procedural issue is not covered in the City's own Council procedures. IBMC Section 2.18.010 is being amended to clarify when appointments to City commissions will be made.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

No impact.

DEPARTMENT RECOMMENDATION:

Staff recommends the City Council introduce the Ordinance by title only, waive full reading of the Ordinance which amends various sections of Title 2 of the IBMC and schedule the second reading and adoption of the Ordinance on December 3, 2014.

Attachments:

1. Ordinance No. 2014-1148

ORDINANCE NO. 2014-1148

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA AMENDING TITLE 2 ADMINISTRATION AND PERSONNEL, SECTIONS 2.12.140 AND 2.18.010 OF THE IMPERIAL BEACH MUNICIPAL CODE RELATED TO COUNCIL PROCEDURES AND CITY COMMISSIONS

WHEREAS, the City of Imperial Beach has the authority to set Council procedures and procedures for appointment to City commissions; and

WHEREAS, minor clarifying changes need to be made to these various sections in Title 2 of the Municipal Code.

NOW, THEREFORE, IT IS ORDAINED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH AS FOLLOWS:

Section 1: Section 2.12.140(A) of the Imperial Beach Municipal Code is hereby amended to read as follows

“2.12.140. Rules of order.

A. Except as otherwise provided in this chapter, proceedings of the City Council are governed by common sense and good taste. If a dispute concerning procedural matters is not specifically covered in this chapter, the majority vote of the quorum prevails, and Rosenberg’s Rules of Order may be used as a guide when there is such a dispute. Any procedural decision of the Mayor may be overruled by a majority vote of the quorum.”

Section 2: Section 2.18.010(A)(2)(a) of the Imperial Beach Municipal Code is hereby amended to read as follows:

“2.18.010. Appointments to commissions, boards and committees—Process.

A. Pursuant to this code and Government Code Sections 40605, 54974 and 65100—65101, the following procedures shall be employed in filling vacancies on commissions, boards and committees in the city:

1. The city clerk shall advise the city council of the names of those persons whose term of office on a city commission, board or committee will be expiring thirty days prior to such expiration.

2. The city clerk shall promptly advise the city council of any unscheduled vacancy whether due to resignation, death, termination or other causes.

a. Whenever an unscheduled vacancy occurs in any commission, board or committee for which the city council has the appointing power, whether due to resignation, death, termination or other causes, a special vacancy notice shall be posted in the office of the city clerk, and in other places as directed by the city council not earlier than twenty days before or not later than twenty days after the vacancy occurs. Final appointment to the board, commission or committee shall not be made by the city council for at least ten working days

after the closing of the vacancy/deadline for submittal of applications which is at least ten working days after the posting of the vacancy. ~~posting of the notice in the city clerk's office."~~

Section 3: Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

Section 4: The City Clerk is directed to prepare and have published a summary of this ordinance no less than five days prior to the consideration of its adoption and again within fifteen (15) days following adoption indicating votes cast.

EFFECTIVE DATE: This Ordinance shall be effective thirty (30) days after its adoption.

INTRODUCED AND FIRST READ at a regular meeting of the City Council of the City of Imperial Beach, California, on the 5th day of November 2014;

THEREAFTER ADOPTED at a regular meeting of the City Council of the City of Imperial Beach, California, on the 3rd day of December 2014, by the following vote:

AYES:
NAYS:
ABSENT:

Jim Janney, Mayor

ATTEST:

Jacqueline Hald, City Clerk

APPROVED AS TO FORM:

Jennifer M. Lyon, City Attorney



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: ANDY HALL, CITY MANAGER *SW FOR*

MEETING DATE: NOVEMBER 5, 2014

ORIGINATING DEPT.: CITY MANAGER'S DEPARTMENT
GREGORY WADE, ASSISTANT CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR *SW*

SUBJECT: ADOPTION OF RESOLUTION NO. 2014-7527 AUTHORIZING REMOVAL OF LIENS AND THE PLACEMENT OF OUTSTANDING PENALTIES, FINES AND INTEREST FOR 822 GEORGIA STREET IN ABEYANCE AND ESTABLISHING A AMORTIZATION SCHEDULE FOR THOSE COSTS

EXECUTIVE SUMMARY:

The property at 822 Georgia Street has been the subject of code compliance activity by the City's Fire and Building and Safety Departments since the vacant house on the property was badly damaged by fire on December 25, 2006. Beginning in January 2007, Notices of Violation were issued seeking abatement of several building, fire and zoning code violations for substandard and public nuisance building conditions. However, due to significant financial hardships encountered by the property owner during what was the beginning of the country's economic recession, the property owner was unable to abate the violations and, therefore, several administrative citations were issued between March and August of 2007 and, ultimately, additional civil penalties were assessed against the property by the City Council on November 21, 2007. After assessment of these civil penalties, the house was demolished, however, additional citizen complaints were received and additional notices of violations were issued for the property over the next few years, with the property owner's on-going financial hardships preventing the adequate abatement of the noticed violations. Due to non-payment, outstanding fines, penalties and interest totaling \$54,901 have accrued since 2007 and, pursuant to Municipal Code regulations, have been placed as liens the property. As the property owner is now in position to maintain the property and pursue its development, he has requested that the City release its liens so that past-due property taxes can be paid to prevent a tax lien sale. City staff agreed to recommend to the City Council that it release its liens and place the outstanding fines, penalties, and interest into abeyance and establish probation period during which the fines could be forgiven provided the property owner maintains the property in compliance with applicable codes and regulations while actively pursuing a plan for development of the property.

BACKGROUND:

On December 25, 2006, at about 10:43 pm, a fire occurred in the vacant single-family structure on the property located at 822 Georgia Street. The Fire Department responded and was successfully able to put out the fire, however, significant damage occurred to the vacant

structure. In January 2007, the Imperial Beach Fire Department notified the property owner to secure all the openings of the structure and in February 2007, staff conducted several drive-by inspections observing that several openings to the vacant structure were not secured. Also in February 2007, the Building Official inspected the property and determined the structure could be either demolished or rebuilt at that time. After conducting these inspections and observing openings a Notice of Violation was sent to the property owner directing the property owner to secure all openings to the vacant structure and to either submit plans and obtain building permits for the repair of the building or to obtain a demolition permit to remove the vacant and severely damaged structure.

For the next several months, staff repeatedly contacted the property owner but was unsuccessful in its attempts to have the property owner abate the noticed violations. This led to the issuance of several administrative citations. On October 18, 2007, the Building Official determined that, due to the damage caused to the structure by the fire, the lack of maintenance on the structure, the deterioration of the remaining structure, and the property owner's failure to correct the numerous code violations, the property created a significant substandard and public nuisance condition and, therefore, that the structure needed to be demolished. Consequently, on October 18, 2007, staff posted a Notice and Order to Demolish and Remove Substandard and Public Nuisance Conditions. On the notice, staff directed the owner to abate the violations on or before November 21, 2007, and advised that a public hearing would be held on that date. Staff also contacted the property owner by telephone, and left a message for the owner concerning the abatement of the violations and the public hearing date. Several inspections between October 19, 2007 and November 21, 2007, noted that the code violations had not been abated. On November 21, 2007, the City Council adopted Resolution No. 2007-6560 assessing civil penalties and administrative costs in the amount of \$12,400 on the property.

On February 13, 2008, the City posted a Notice of Intent to Abate Nuisance by Demolition. On April 28, 2008, the property owner obtained a demolition permit and, shortly thereafter, the damaged structure was demolished and removed. After demolition of the structure, citizen complaints continued to be received regarding the condition of and activities occurring on the vacant lot. As such, code compliance activities continued, interest on the outstanding fines and civil penalties continued to accrue in accordance with Imperial Beach Municipal Code Section 1.22.140 (Late Payment Charges) and liens were placed on the property pursuant to Imperial Beach Municipal Code Section 1.22.120.B (Failure to Pay Fines). Additionally, in late 2010 and early 2011, the City carried out an abatement action to remove weeds, rubbish, trash and debris from the property and the costs of this abatement were also placed as a lien on the property. Liens were recorded by the City on the property beginning in October 2011 with the most recent lien recorded on July 30, 2013.

ANALYSIS:

As noted above, the property at 822 Georgia Street has been the subject of code compliance activity by the City's Fire and Building and Safety Departments since the vacant house on the property was badly damaged by fire on December 25, 2006. Beginning in January 2007, Notices of Violation were issued seeking abatement of several building, fire and zoning code violations for substandard and public nuisance building conditions. However, due to significant financial hardships encountered by the property owner during what was the beginning of the country's economic recession, the property owner was unable to abate the violations. As such, several additional administrative citations that were issued between March and August of 2007 went unpaid; ultimately resulting in additional civil penalties being assessed against the property by the City Council on November 21, 2007. Even with the property owner's financial hardships,

according to City records, the property owner was able to pay \$8,355 in past-due City fines with the payment of property taxes in 2007-2008.

Although, as also noted above, the house was subsequently demolished, additional citizen complaints continued to be received and code violations noticed for the property over the next few years. The property owner's ongoing financial hardships, however, continued to prevent the adequate abatement of the noticed violations and the inability to pay both property taxes and City liens. The outstanding fines, penalties and interest pertaining to the City's code compliance actions that have accrued pursuant to Municipal Code regulations currently now total \$54,900.87. This amount remains recorded as a lien on the property (see Attachment 2).

On June 13, 2014, City staff received a letter from the property owner's representative requesting relief from or waiver of all recorded City liens in order to prevent a potential tax lien sale of the property (see Attachment 3). Since that time, City staff has met with the property owner and his representatives to determine whether or not this request could be accommodated. As a result of a meeting held on July 29, 2014, City staff agreed to seek City Council authorization to release the City liens from the property and hold the outstanding fines, penalties and interest in abeyance under the following conditions:

- The property owner will actively seek development partners or buyers for the property
- The property owner will erect a fence, using permanent construction techniques, to secure the property
- The property owner will contract to have the property regularly maintained on a not less than bi-weekly basis to keep it free of litter and overgrowth
- The property owner will provide the City with bi-weekly progress reports.

These conditions were outlined following the meeting on July 29th in a follow-up letter from the property owner's representative dated July 31, 2014 (see Attachment 4). Since that time, the property owner has erected and maintained a fence around the property and has entered into a contract to provide regular maintenance. As such, the property has remained violation-free for several months with only minor additional maintenance and weed removal needed. The property owner has also advised the City that they are actively seeking development partners to develop the site, however, no contractual arrangements have yet been made.

In the interest of preserving the property owner's ability to retain ownership of the property and pursue its eventual development, and due to the significant financial hardship encountered by the property owner during the last several years, therefore, City staff is recommending that the City Council release the recorded liens and place the outstanding fines, penalties, and interest into abeyance and establish a seven-year probationary period during which the outstanding fines and penalties could be amortized and, under certain conditions, ultimately forgiven. For each year the property remains in compliance with all applicable codes and regulations, a portion of the total outstanding fines, penalties and interest will be forgiven provided the property owner continues to provide regular maintenance of the vacant lot, free from any noted code violations and actively pursues a plan for development of the property. If, however, the property owner fails to maintain the property, the outstanding fines, penalties and interest will, once again, be placed as a lien on the property to be collected at the same time and in the same manner as ordinary municipal taxes. The proposed amortization schedule of the seven-year

probation period would be as follows:

- Year 1: civil penalties, fines and interest shall be reduced by \$1,500.00;
- Year 2: civil penalties, fines and interest shall be reduced by \$2,500.00;
- Year 3: civil penalties, fines and interest shall be reduced by \$3,500.00;
- Year 4: civil penalties, fines and interest shall be reduced by \$4,500.00;
- Year 5: civil penalties, fines and interest shall be reduced by \$5,500.00;
- Year 6: civil penalties, fines and interest shall be reduced by \$6,500.00;
- Year 7: remainder of the original \$54,900.87 in civil penalties, fines and interest shall be forgiven.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

As noted above, there is currently \$54,900.87 in liens recorded against the property on behalf of the City. If the City Council adopts Resolution No. 2014-7527 which will release these lines, place them into abeyance and if the property owner complies with the terms of the established amortization scheduled, the City will not receive the payment of these outstanding civil penalties, fines and interest. If however, the property owner fails at any point to comply with the terms of the amortization period as established by Resolution No. 2014-7527, the City may record the liens and seek repayment of the civil penalties, fines and interest up to the maximum amount of \$54,900.87, depending upon the time at which violation of the probation period occurs.

RECOMMENDATION:

Staff Recommends the Mayor and City Council:

1. Open the public hearing;
2. Entertain testimony;
3. Close the public hearing; and
4. Consider a motion to adopt Resolution 2014-7527.

Attachments:

1. Resolution No. 2014-7527
2. City Liens – 822 Georgia Street
3. Letter Requesting Relief/Waiver of Liens on behalf of Owner – June 13, 2014
4. Letter of Agreement on behalf of Owner – July 31, 2014

RESOLUTION NO. 2014-7527

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AUTHORIZING REMOVAL OF CITY LIENS AND PLACING THE OUTSTANDING PENALTIES, FINES AND INTEREST FOR 822 GEORGIA STREET INTO ABEYANCE AND ESTABLISHING A PROBATIONARY PERIOD AND AMORTIZATION SCHEDULE FOR THE PAYMENT OF OUTSTANDING PENALTIES, FINES AND INTEREST

WHEREAS, on December 25, 2006, at about 10:43 pm, a fire occurred in a vacant single family dwelling structure on the property located at 822 Georgia Street. The Fire Department responded, and was successfully able to put out the fire. The fire caused significant damage to the vacant structure, and

WHEREAS, from January 2007 through November 2007, the property owner was issued Notices of Violation and directed to secure all the openings in to the vacant structure, remove overgrown vegetation, junk, trash and debris and eliminate substandard and public nuisance conditions;

WHEREAS, due to financial and economic hardships, the property owner was unable to abate the noticed violations and pay the administrative citations issued for the noticed violations; and

WHEREAS, on October 18, 2007, staff posted a Notice and Order to Demolish and Remove Substandard and Public Nuisance Conditions; and

WHEREAS, on October 19, 2007, staff posted a Notice and Order to Demolish and Remove Substandard and Public Nuisance Conditions and notified the owner that a public hearing would be held on November 21, 2007 to consider the assessment of civil penalties for outstanding code violations;

WHEREAS, on November 21, 2007, testimony was presented to the City Council at the public hearing on November 21, 2007 regarding conditions at 822 Georgia Street, and the City Council assessed civil penalties and administrative costs of \$12,400.00; and

WHEREAS, since that time, additional administrative fines, civil penalties, abatement costs and interest have accrued and have been placed as liens on the property at 822 Georgia in the total amount of \$54,900.87; and

WHEREAS, due to ongoing financial and economic hardships, the property owner continued to be unable to abate the noticed violations and pay the administrative citations issued for the noticed violations; and

WHEREAS, on June 13, 2014, the property owner requested relief from and/or waiver of the City of Imperial Beach's outstanding liens, fines, penalties and interest on the property; and

WHEREAS, on July 29, 2014, staff met with the property owner to discuss options for the requested release of the City's outstanding liens on the property; and

WHEREAS, the property owner has agreed to maintain the property free of any code violations and actively pursue development of the property as follows:

1. The property owner has contracted to have the property regularly maintained on a not less than bi-weekly basis to keep it free of litter and overgrowth;

2. The property has erected a fence to secure the property;
3. The property owner will actively seek development partners and/or buyers for the property;
4. The property owner will provide the City with bi-weekly progress reports.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The foregoing recitals are true and correct.
2. The City Council hereby finds that, in the interest of preserving the property owner's ability to retain ownership of the property and pursue its eventual development, and due to the significant financial hardships encountered by the property owner during the last several years, the City liens recorded against at 822 Georgia Street shall be released and the outstanding fines, penalties, and interest shall be placed into abeyance.
3. The City Council directs City staff to take such measures to record a release of liens.
4. The City Council further finds that a seven-year probationary period and amortization schedule be established whereby the outstanding penalties, fines and interest in the total amount of \$54,900.87 shall be reduced according to the following amortization schedule:
 - Year 1: civil penalties, fines and interest shall be reduced by \$1,500.00;
 - Year 2: civil penalties, fines and interest shall be reduced by \$2,500.00;
 - Year 3: civil penalties, fines and interest shall be reduced by \$3,500.00;
 - Year 4: civil penalties, fines and interest shall be reduced by \$4,500.00;
 - Year 5: civil penalties, fines and interest shall be reduced by \$5,500.00;
 - Year 6: civil penalties, fines and interest shall be reduced by \$6,500.00;
 - Year 7: remainder of the original \$54,900.87 in civil penalties, fines and interest shall be forgiven.
5. As a condition of the release of liens and placement of the outstanding penalties, fines, and interest into abeyance pursuant to the amortization schedule above, the property owner shall maintain the property in compliance with all applicable codes and regulations and shall actively pursue development of the property.
6. If the property owner fails to maintain the property in compliance with all applicable codes and regulations and does not actively pursue development of the property, the outstanding fines, penalties and interest will, once again, be recorded as a lien on the property up to the maximum amount of \$54,900.87, depending upon the time at which violation of the probation period occurs, with the lien amount to be collected at the same time and in the same manner as ordinary municipal taxes.
7. The City Council authorizes the City Manager and his or her designee to execute any and all agreements and documents necessary to effectuate the release of liens, the probationary terms and the amortization schedule.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its regular meeting held on the 5th day of November 2014, by the following roll call vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, CMC
CITY CLERK

Liens on 822 Georgia St.

Case #	Lien Amount	Lien #	Date recorded	Comment
07-78	\$12,400	2008-0031313	10/14/2011	Administrative Costs, Civil Penalties
07-78	\$6,075	2007-0671498	10/14/2011	Citation, late payment penalty, interest
07-78	\$4,050	2008-0384418	10/14/2011	Interest
07-78	\$5,400	2009-0718098	10/14/2011	Interest
07-78	\$5,400	2010-0393654	10/14/2011	Interest
07-78	\$5,400	2011-0552669	10/24/2011	Interest
07-78	\$5,400	2012-0527234	8/31/2012	Interest
07-78	\$5,400	2013-0466120	7/19/2013	Interest

Case #	Lien Amount	Lien #	Date recorded	Comment
10-484	\$2,325.87	2011-0219014	12/13/2011	Abatement costs

Case #	Lien Amount	Lien #	Date recorded	Comment
12-149	\$3,050	2013-0466121	7/30/2013	Citations, late payment penalties, interest

Total: \$54,900.87

June 13, 2014

Greg Wade, Asst. City Manager
City Hall
825 Imperial Beach Blvd.
Imperial Beach, CA 91932

RE: 822 Georgia St., Juan Moreno

Dear Mr. Wade:

As you know per our recent phone conversations, I represent Juan Moreno, the property owner of the above referenced property. You asked that I provide a letter specifying our request for relief and the grounds therefore. Primarily, the request is made because of hardship - both the hardships in Mr. Moreno's life which played a significant role in causing the code violations to which the penalties are attributable, and the hardship that a lien sale would cause Mr. Moreno. It is our understanding that the property is scheduled for an assessor's lien sale on or near June 30th. Mr. Moreno is requesting that this sale be stayed or continued. He would also like to discuss a reduction of the accumulated penalties.

By way of background, and to provide the factual context comprising the hardships, please consider the following:

Mr. Moreno was the owner of two homes side by side. He purchased 822 Georgia Ave, IB in 1986. He purchased it one year after graduation from the aerospace engineering program at SDSU. The purchase money came from his work at General Dynamics. As a single engineer, in his mid twenties he put work before play and obtained his real estate license. Despite demanding work in the space shuttle program, he made time to work on his properties, sweat equity that he invested in the evening and on weekends, whenever he was not at Cape Canaveral overseeing shuttle launches with his team.

Over the years, he installed renters in the properties.¹ The tenant in 822 Georgia resided on the property from 1986 until she became ill in 2005. After learning she was ill and unable to pay rent Juan allowed her to remain on the property for 1 and 1/2 years rent free until she passed away.

When the house became empty, Juan began the process of spending \$30,000.00 to renovate the house for rental again. It was during this short period of vacancy that he was notified his house had burned down. (Dec 2006).

From 1986-2006 Mr. Moreno was a good citizen of Imperial Beach and good neighbor who consistently met his tax obligations. Moreover, he spent considerable money on his properties in Imperial Beach, to the benefit of the community and the tax base. He permitted the City use of his burned out home as a fire training prop, so that young firefighters could develop their skills.

In September of 2008 Mr. Moreno lost his job as Chief Engineer at Senior Aerospace. Due to seniority and name recognition within the aerospace community, he assumed it would be a short furlough. The economy, however, collapsed in October 2008. Hiring stopped. The aerospace industry was hit particularly hard as the shuttle program came to an end. Federal funding shifted away from aerospace.

The insurance settlement checks Mr. Moreno received on the property (uncashed since mid 2008 or so) were reluctantly cashed in February 2009. A substantial sum (approximately \$30,000.00) went to the City of IB to pay penalties and fines, and approximately \$70,000.00 to pay off the mortgage. The small amount left over went to pay his living expenses.

By 2009, Mr. Moreno had a son at St Augustine High School, SD, two daughters in parochial school and a mortgage on a home he owned since 1995. Even though the home had more equity than debt, he was unable to refinance or sell it. Without an income, he was falling behind in the payments. Foreclosure notices piled up as he continued to search for work. Bills went unpaid. The water was turned off.

In the Fall of 2010, the family home went into foreclosure for public sale. Mr. Moreno obtained a Stay in an attempt to refinance, but even under the new government housing recovery plans, there was no relief available. However, with the help of friends, he was able to save his home. Mr. Moreno began cashing his 401Ks to meet his basic expenses and to provide for his three children.

Since 2008, Mr. Moreno has applied for work, and researched business opportunities. As a single parent, his focus and attention is on his children, and the day to day meeting of expenses. His son excelled at St. Augustine in academics and basketball, receiving a partial scholarship to Santa Clara University. Both daughters also excel academically: one attends Loyola Marymont, and his youngest is still with him, completing her senior year at Our Lady of Peace Academy.

¹Between 1995-97 Juan invested approximately \$100,000 in architectural, engineering fees, and environmental impact studies toward the goal of developing units on 822 and 830 Georgia. After this substantial investment, and after City of IB Building Department approval, property was re zoned prohibiting the development.

Everyone who knows Mr. Moreno is a friend for life. He has touched many lives with his kindness and generosity. Most have no idea of the circumstances of his life since 2008. Yet despite these setbacks, he will bring lunch to a homeless person on a street, buy dinner for a homeless mother and her child, drop everything for his elderly mother or a friend in need, and provide guidance and support to his three children.

For twenty years, Mr. Moreno invested in and supported IB. He remains hopeful in developing the property now that property values are on the rise.

Admittedly, when he was preoccupied with the foreclosure on his personal, finding a job, and maintaining some semblance of the appearance of stability for his children, various collection missives, including certified mail notices from the City of Imperial Beach were ignored. However, the times were tough for Mr. Moreno as well as many others effected by the economic crisis. There appears to be precedent for relief in these circumstances in the City of Imperial Beach, e.g., a Hickory Court property was granted relief by City Council in 2011 due to the hardships created by the economic crisis.

Accordingly, it is hoped that you will take into consideration these hardships to: a) stay the Assessor's lien sale; and b) substantially reduce the penalties or recommend such a reduction to City Council. Additionally, please note that he has paid a significant portion of penalties already (I will provide you a more exact figure soon). The remaining amount, somewhere in excess of \$80,000 is a proportionately large amount for a small unimproved residential lot.

Very truly yours,
NORTON, MOORE, & ADAMS
A Limited Liability Partnership

Signature on file

By: William A. Adams

NORTON MOORE  ADAMS
A Limited Liability Partnership

525 "B" Street, Suite 1500
San Diego, CA 92101
Tel.: 619-233-8200
Fax: 619-231-7595
www.nmalawfirm.com

William A. Adams
wadams@nmalawfirm.com

July 31, 2014

Via email only

Greg Wade, Asst. City Manager
City of Imperial Beach
825 Imperial Beach Blvd.
Imperial Beach, CA 91932

RE: 822 Georgia Street

Dear Mr. Wade:

Thank you for meeting with us Tuesday, July 29, 2014. We greatly appreciate your time and consideration in this matter. Please allow this letter to confirm our understanding of what was discussed:

- 1) The property is in default and subject to lien sale as of July, 1, 2014.
- 2) The taxes cannot be paid on the lot until the penalties and assessments are paid. The penalties, assessments and liens are burdening Mr. Moreno's ability to develop or sell the lot.
- 3) Mr. Moreno has owned the lot since 1986. The property was maintained for 20 years as a rental property with no issues. The single family home burned down in December 2006.¹
- 4) Mr. Moreno acknowledges he was not responsive to the City's fines and penalties due to financial hardship and loss of employment during the economic downturn.
- 5) Plans for the lot were approved by the Building and Planning Department of the City of Imperial Beach in 91 or 92.²
- 6) Removal of the penalties and assessments are discretionary with the City.

¹The first citations were issued in 2007 concerning the post fire clean up by State Farm.

²Mr. Wade could not confirm a record of the approval. According to Mr. Moreno, the plans were for development of his two lots for multiple units. The property was subsequently down-zoned and the plans were never carried out.

- 7) You would be inclined to propose (or put forward) an "abeyance schedule" to the City Council wherein, e.g., specified percentages penalties and assessments would be removed upon achievement of specified milestones for the development or disposition of the property. You anticipate submitting a proposal within 3 months upon a showing of ongoing lot maintenance and progress in negotiations with others to either develop or buy the lot.
- 8) Additionally, because of the imminent lien sale status of the property, the City Council may agree to conditionally remove the full amount of penalties and assessments (in the amount agreed to) contingent on Mr. Moreno's consent that they may be re-imposed upon failure of performance.
- 9) We will appear before City Council in approximately one month as an informational item to advise the Council regarding the status of the property.
- 10) Beginning immediately and over the course of one month, Mr. Moreno agrees to do the following toward the objective of developing the property and eliminating fines and penalties:
 - a) Seek development partners or buyers for the property.
 - b) Erect a fence, using permanent construction techniques, to secure the property.
 - c) Contract to have the property regularly maintained on a not less than bi-weekly basis to keep it free of litter and overgrowth.
 - d) Provide you with bi-weekly progress reports.

If I have not accurately depicted our discussion please advise me immediately. Thank you again. We look forward to a solution that is a win for all concerned.

Very truly yours,
NORTON, MOORE, & ADAMS
A Limited Liability Partnership

Signature on file

By: William A. Adams



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AW AR*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: CITY ADMINISTRATION *AW*
SUBJECT: ADOPTION OF RESOLUTION NO. 2014-7521 APPROVING THE IMPERIAL BEACH BUSINESS IMPROVEMENT DISTRICT (BID) ANNUAL REPORT FOR FISCAL YEAR 2013-2014 AND SETTING A PUBLIC HEARING TO CONSIDER LEVYING THE BID ASSESSMENT FOR FISCAL YEAR 2014-2015

EXECUTIVE SUMMARY:

City staff is requesting adoption of Resolution No. 2014-7521 approving the annual report of the Imperial Beach Business Improvement District (the "BID") and setting a public hearing to consider levying the annual BID Assessment for Fiscal Year 2014-2015. State law requires a two-step process during which the BID's Annual Report is considered (approved or approved as modified) at a City Council meeting (the first step) and a time is set for a noticed public hearing at which another resolution is adopted levying the annual assessment for the fiscal year (the second step). This meeting is the first step in this two-step process.

BACKGROUND:

The Imperial Beach Business Improvement District (BID) was established in 1997. The purpose of the BID, as outlined in the original Ordinance, was to raise money to defray costs for any of the following:

1. Acquisition, construction, and/or maintenance of parking facilities;
2. Decoration of any public place;
3. Promotion of public events in public places;
4. Provision of music or entertainment in public places; and
5. Promotion of business activities.

The City collects annual assessments for the benefit of the District. The Parking and Business Improvement Area Law of 1989 requires the Advisory Board of the BID to submit an Annual Report to the City Council that includes the following:

1. Any proposed changes in the boundaries of the parking and business improvement area or in any benefit zones within the area.
2. The improvements and activities to be provided for that fiscal year.
3. An estimate of the cost of providing the improvements and activities for that fiscal year.
4. The method and basis for levying the assessment in sufficient detail to allow each business owner to estimate the amount of the assessment to be levied against his or her business for that fiscal year.
5. The amount of any surplus or deficit revenues to be carried over from a previous fiscal year.
6. The amount of any contributions to be made from sources other than assessments levied pursuant to this part.

The attached Annual Report is included as attachments and addresses and outlines the BID's goals and budgets for Fiscal Year 2013-2014 and Fiscal Year 2014-2015.

State law requires a two-step process. At this first meeting, the Annual Report is considered (approved or approved as modified) and a time is set for a future noticed public hearing to adopt a resolution to levy the annual assessment for the fiscal year. This meeting is the first step in following this two-step process.

ANALYSIS:

The BID Annual Report is in compliance with State Law and covers the issues required. The assessments for the BID will not change this Fiscal Year. They have not changed since adoption of the District and were described in the original Ordinance (Ordinance No. 96-907) as follows:

Zone 1 – Highway 75 / Palm Avenue, Old Palm Avenue, and Seacoast Drive

Zone 2 – 13th Street Business Corridor and around Imperial Beach Boulevard, Boulevard Avenue and Bayside Avenue

<u>Category</u>	<u>Zone 1</u>	<u>Zone 2</u>
1. Financial / Entertainment	\$ 600	\$ 600
2. General Retail	\$ 120	\$ 100
3. Service and Professional	\$ 100	\$ 85
4. Industrial / Manufacturing	\$ 85	\$ 65

Please note that City staff has made some minor clean-up changes in the adopting resolution to more accurately list property addresses that are within and assessed for the BID. Those changes are clerical in nature, not substantive, and are included in Resolution No. 2014-7521.

In reviewing the BID's Fiscal Year 2013-2014 Annual Report, which is included as Attachment 2

to this staff report, City staff inquired about any accounting discrepancies over the past fiscal year. Staff was advised of the following:

1. In November 2013, BID Assessment check provided by the City was initially deposited in the account of the Imperial Beach Chamber of Commerce as opposed to the BID, with half of the amount then provided to the BID. In practice this should have occurred the other way around. This has been noted and should not occur again.
2. BID Assessments for April through June of 2014 were received and booked in July 2014 rather than the prior fiscal year. Staff has been made aware of this practice and will make note of it for Fiscal Year 2014-2015.
3. The BID identified total expenses in Fiscal Year 2013-2014 of \$53,275 with a budget of \$58,999 resulting in a carry-over of \$5,724 into Fiscal Year 2014-2015. The amount of carry-over has been the subject of some concern and staff notes that this amount is exactly the amount budgeted for expense and carry-over into the next fiscal year. This marks a reduction in carry-over from \$10,000 in the prior fiscal year as recommended by the City Council.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

Minimal costs associated with the collection/disbursement of the BID assessments are incurred each year by the City.

RECOMMENDATION:

That the City Council:

1. Receive public testimony and accept or accept as modified the written and verbal report from the BID Advisory Board on the Fiscal Year 2013-2014 Annual Report and Fiscal Year 2014-2015 budget and proposed activities;
2. Request that the BID seek to meet its budget goals for Fiscal Year 2014-2015; and
3. Adopt Resolution No. 2014-7521 setting a public hearing for December 10, 2014 to consider levying the Fiscal Year 2014-2015 assessment for the BID.

Attachments:

1. Resolution No. 2014-7521
2. BID Fiscal Year 2013-2014 Annual Report and Fiscal Year 2014-2015 Budget

RESOLUTION NO. 2014-7521

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING THE FISCAL YEAR 2013-2014 IMPERIAL BEACH BUSINESS IMPROVEMENT DISTRICT REPORT AND DECLARING ITS INTENTION TO LEVY AN ANNUAL ASSESSMENT FOR THE BID PURSUANT TO THE PARKING AND BUSINESS IMPROVEMENT AREA LAW OF 1989

WHEREAS, by Ordinance No. 96-907, adopted by the Imperial beach City Council on January 2, 1997, the “Imperial Beach Business Improvement District” (the “BID”) was formed, pursuant to the provisions of the Parking and Business Improvement Law of 1989, codified as California Streets and Highway Code Section 36500 et seq. (the “Law”); and

WHEREAS, the Advisory Board for the BID has caused a report to be prepared for Fiscal Year 2013-2014 and said report is on file with the City Clerk; and

WHEREAS, the City Council has considered said report from the advisory board.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

Section 1. Pursuant to the Law, the City Council hereby declares its intention to levy and collect assessments within the BID as set forth in **Section 2.**

Section 2. The area included in the BID includes the Imperial Beach business community within the following address ranges:

Zone 1

Sub-district #1 / Highway 75 – Palm Avenue

<u>Street</u>	<u>Address Series</u>
1. 7 th Street	600 – 799
2. Delaware Street	600 – 799
3. 8 th Street	600 – 799
4. 9 th Street	600 – 799
5. 10 th Street	600 – 799
6. 11 th Street	500 – 799
7. 12 th Street	500 – 799
8. 13 th Street	500 – 799
9. Emory Street	600 – 799
10. Florence Street	500 – 799
11. Florida Street	500 – 799
12. Highway 75	500 – 1373
13. Palm Avenue	700 – 1373

Zone 1

Sub-district #2 / Old Palm Avenue

<u>Street</u>	<u>Address Series</u>
1. Palm Avenue	200 – 699
2. 3 rd Street	500 – 699

Zone 1

Sub-district #3 / Seacoast Drive

<u>Street</u>	<u>Address Series</u>
1. Seacoast Drive	600 – 1099
2. Palm Avenue	000 – 199
3. Dahlia Avenue	000 – 199
4. Donax Avenue	000 – 199
5. Daisy Avenue	000 – 199
6. Date Avenue	000 – 199
7. Elm Avenue	000 – 199
8. Evergreen Avenue	000 – 199
9. Elder Avenue	000 – 199
10. Elkwood Avenue	000 – 199
11. Ebony Avenue	000 – 199
12. Imperial Beach Boulevard	000 – 199

Zone 2

Sub-district #4 / 13th Street Business Corridor

<u>Street</u>	<u>Address Series</u>
1. Imperial Beach Boulevard	900 – 1489
2. 9 th Street	800 – 1099
3. 13 th Street	800 – 1099
4. Emory Street	800 – 1099

Zone 2

Sub-district #2 / Old Palm Avenue

<u>Street</u>	<u>Address Series</u>
1. Cherry Avenue	700 – 1099
2. Boulevard Avenue	700 – 1300
3. Basswood Avenue	700 – 1000

The assessments for the BID in Fiscal Year 2014-2015 are as follows and remain the same as first established in Ordinance No. 96-907.

Zone 1 – Highway 75 / Palm Avenue, Old Palm Avenue, and Seacoast Drive

Zone 2 – 13th Street Business Corridor and around Imperial Beach Boulevard, Boulevard Avenue and Bayside Avenue

<u>Category</u>	<u>Zone 1</u>	<u>Zone 2</u>
1. Financial / Entertainment	\$ 600	\$ 600
2. General Retail	\$ 120	\$ 100
3. Service and Professional	\$ 100	\$ 85
4. Industrial / Manufacturing	\$ 85	\$ 65

Section 3. The report of the advisory board is on file with the City Clerk. Said report contains a full and detailed description of the improvements and activities provided and those to be provided in Fiscal Year 2014-2015.

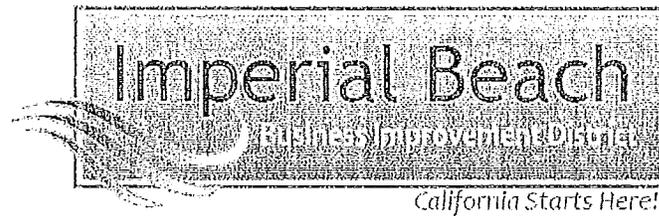
PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 5th day of November 2014, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, MMC
CITY CLERK



The Business Improvement District Association (BID) has promoted Imperial Beach as an active business community and visitor destination during the fiscal year of July 2013 to June 2014. The Paint the Box was progressively pursued to help beautify the Business Improvement District, including repainting boxes with corrosion or graffiti. The Sunset Concert Series continued at the pavilion by the pier to run concurrently with the Farmer's Market to bring more patronage to our city. Funds were spent to promote decorations during the Holiday Season at businesses, giving out awards for First, Second and Third place. The BID joined the San Diego Tourism Authority to have more input over what our, Imperial Beach, page presents to possible tourists and visitors to our city. The Flags were purchased and with the assistance of the Imperial Beach Fire Department, put up along Palm Avenue, 13th Street, Imperial Beach Boulevard and Seacoast Drive. The Taste of IB was held to promote businesses in Imperial Beach residents and visitors. While 2013-2014 was a busy year, the BID is excited about the prospects for our city going forward. With the addition of exciting new businesses, we expect more visitors to patronize our city and its businesses. The BID will be promoting Imperial Beach, producing over 100,000 visitor's brochures that will be distributed throughout Southern California and beyond, as a destination city.

Mike Osborne
Past Business Improvement District Chairperson

Attachment B

BID Budget 2013-2014

Income			Budget		Actual	Difference
BID Fees			\$27,500			
		07/26/13			\$5,490.00	
		11/13/13			\$3,035.00	
		01/24/14			\$8,580.00	
		04/11/14			\$9,260.00	
Edco Grant					\$750.00	
Taste of IB			\$1,000			
		Tickets			\$40.00	
		Other			\$40.00	
Total Income			\$28,500			
Cash Reserves Carried Over from Jun 2012- Jul 2013			\$30,499			
Total Income Plus Cash Reserves			\$58,999			
Budgeted Expense			Budget	Subset Cost		
Administration/Operations			\$15,125			
	½ Fees to IB CoC			\$13,750		
		07/29/13			-\$2,745.00	
		Nov 2013			Missing?	
		01/20/14			-\$4,290.00	
		04/11/14			-\$4,630.00	
	Annual Audit			\$1,375		
		Nakawatase #3253			-\$1,375.00	
Parking Improvements			\$0			
Beautification/Special Projects			\$14,500			
	Paint the Box			\$8,000	-\$6,560.00	\$1,440.00
		09/16/13 David Williams #			-\$3,000.00	
		04/21/14 David Williams #3260			-\$1,170.00	
		05/06/14 David Williams #3262			-\$1,430.00	
		05/16/14 David Williams #3264			-\$960.00	
	Holiday Decorations			\$1,500	-\$150.00	\$1,350.00
		Seaside Con			-\$75.00	

Attachment B

BID Budget 2013-2014

Reserves/Miscellaneous			\$2,000		
	Miscellaneous			\$2,000	
		San Diego Tourism Auth #3268			-\$642.00
		Stop Payment			-\$25.00
Budgeted Total Expenses			\$53,275		
Budgeted Cash Reserves to Be carried over			\$5,724		
Total Budgeted			\$58,999		

	A	B	C	D	E
1	Budget 2014-2015		Proposed budget		
2					
3	Income			Budget	
4	BID Fees			\$28,000.00	
5	Taste of IB			\$1,000.00	
6	Total Income			\$29,000.00	
7	Cash Reserves Carried Over from Jul 2013 - Jun 2014			\$17,468.00	
8	Carry over from Taste of IB 2013			\$1,916.93	
9	Total Income Plus Cash Reserve			\$48,384.93	
10	Budgeted Expenses			Budget	Subset Cost
11			Administration		
12			1/2 Fees to IB COC	\$14,000	\$14,000
13			Annual Audit		
14	Parking Improvements			\$10,000	
15			Bike Racks		8500
16			Sidewalk Stencils		1500
17					10000
18	Beautification/Special Projects			\$5,000	
19			Paint the box		\$3,300
20			Holiday Decorations		\$1,700
21			Holiday Flags		
22					\$5,000
23	General Promotions			\$9,558	
24			Brochure Production/distribution		\$5,000
25			Sunset Celebrations Permits		\$600
26			Taste of IB 2014		\$1,500
27			Sunset Celebrations		\$1,200
28			Beach BBQ & Blues		\$300
29			Vistors Planning Guide		\$958
30					\$9,558
31	Special Events/Promotions/Advertising			\$3,900	
32			San Diego Tourism Auth		\$1,700
33			Event Promotions		\$1,000
34			Postage		200
35			Printing		1000
36	Misc.				\$3,900
37					
38		Budgeted Total Expenses		\$42,458.00	
39		Budget Cash Reserves to be carried over		\$5,927	
40		Total Budget		\$48,384.93	



AGENDA ITEM NO. 5.2

STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AH*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: PUBLIC WORKS *AH*
SUBJECT: RESOLUTION NO. 2014-7524 APPROVING AN ADDENDUM TO
THE CITY ENGINEER CONSULTING AGREEMENT TO
INCLUDE PROVIDING STAFFING SERVICES

EXECUTIVE SUMMARY:

Resolution No. 2014-7524 will authorize an addendum to the existing NV5 City Engineer contract to include provisions to provide professional staff services to the City and particularly for the Public Works Capital Improvements Program (CIP) projects. The FY 2013/14 and FY 2014/15 Two-Year CIP Implementation program included 31 individual projects (CIP and Major Maintenance). Twenty-three of those projects are in various stages of completion. With a staff of one CIP manager, some of these projects are falling behind schedule. Two projects on the list of 23 yet to complete that are or will require a great deal of oversight and preparation are the Alley Improvements (14 Alley Blocks) and Elm Avenue Improvements (7th Street to Seacoast Drive). Additional staff support is needed to keep these and other projects on track.

BACKGROUND:

The FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) Implementation Plan of Projects, Resolution No. 2014-7451, included 31 major improvement projects. Eight (8) of the projects are completed. Two of the remaining 23 projects include Alley Improvements (14 Alley Blocks) and Elm Avenue Improvements (7th Street to Seacoast Drive). These two projects will require significant planning and community involvement which is very time consuming and beyond the resources of the City staff when combined with the many other City staff tasks. The addition of professional engineering services and community outreach professionals will facilitate the completion of these projects in a timelier manner.

Staff has invited NV5, City Engineer Consultant, to propose an expansion of professional services that would be available to assist City staff with the support necessary to more expeditiously complete the FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) of projects. Attachment 2 is the NV5 proposal for providing additional staffing services to the City for the purpose of assisting in the execution of the CIP projects.

ANALYSIS:

In consultation with Ms. Carmen Kasner, City Engineer Consultant, staff is confident that NV5 has the expertise and capacity to assist City staff with expediting the completion of the FY 2013/14 and FY 2014/15 Two-Year CIP Implementation program of projects. An addendum to

the existing NV5 contract for these additional services is recommended by City staff. The additional work would be on a time and materials basis with work authorized by the City Manager or his designated staff. The cost for services are found in attachment 2 and range from \$95 per hour to \$145 per hour depending on the nature of the tasks performed. The initial funding for the consultant services is proposed to come from the appropriated project budgets.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

There is no immediate impact on the appropriated project budgets. Staff time will be substituted with consultant time.

RECOMMENDATION:

1. Receive this report.
2. Adopt the attached resolution approving an addendum to the NV5 City Engineer consultant services for the purpose of providing professional staff services to the City for Capital Improvement Program projects as an extension of City staff.
3. Authorize the City Manager to sign an addendum to the NV5 consultant contract for additional professional service with payments authorized from the existing appropriated budgets.

Attachments:

1. Resolution No. 2014-7524
2. NV5 Proposal

RESOLUTION NO. 2014-7524**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING AN ADDENDUM TO THE CITY ENGINEER CONSULTANT AGREEMENT TO INCLUDE PROVIDING STAFFING SERVICES**

WHEREAS, The FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) Implementation Plan of Projects, Resolution No. 2014-7451, included 31 major improvement projects; and

WHEREAS, eight (8) of the projects are completed; and

WHEREAS, twenty-three (23) of the projects remain in various stages of completion; and

WHEREAS, the timely completion of these 23 remaining projects are beyond the resources available within the City staff when combined with the many other City staff tasks; and

WHEREAS, the addition of professional engineering services and community outreach professionals will facilitate the completion of these projects in a more timely manner; and

WHEREAS, staff has invited NV5, City Engineer Consultant, to propose an expansion of professional services that would be available to assist City staff with the support necessary to more expeditiously complete the FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) of projects; and

WHEREAS, NV5 submitted a proposal to the City to provide additional staffing services to the City for the purpose of assisting in the execution of the CIP projects; and

WHEREAS, in consultation with Ms. Carmen Kasner, City Engineer Consultant, staff is confident that NV5 has the expertise and capacity to assist City staff with expediting the completion of the FY 2013/14 and FY 2014/15 Two-Year CIP Implementation program of projects; and

WHEREAS, an addendum to the existing NV5 contract for these additional services is recommended by City staff; and

WHEREAS, the additional work would be on a time and materials basis with work authorized by the City Manager or his designated staff; and

WHEREAS, the initial funding for the consultant services is proposed to come from the appropriated project budgets.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. This legislative body approves an addendum to the NV5 City Engineering Consulting services agreement to provide for additional consultant staffing to assist in completing the FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) of projects.
3. This legislative body authorizes the funding for this consulting work to rest within the adopted budget allocations.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 5th day of November 2014, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

ATTEST:

JAMES C. JANNEY, MAYOR

JACQUELINE M. HALD, MMC
CITY CLERK



October 13, 2014

Mr. Hank Levien
Public Works Director
City of Imperial Beach,
Public Works Department
495 10th Street
Imperial Beach, CA 91932

Subject: Staff Extension Proposal supporting the City's Capital Improvement Program

Dear Mr. Levien:

Based on our meeting with the City Manager and yourself, NV5, Inc is pleased to submit this proposal to the City of Imperial Beach to provide staff extension services supporting the City's Capital Improvement Program. Providing a staff extension roll is one we take very seriously and requires individuals with the right skills as well as personality. We recognize this is an as-needed assignment and for a limited period. Initially it is anticipated that the effort will be principally to support the Alley Improvement and the Elm Avenue Projects, but at staff's direction it may include work on other CIP and major maintenance projects.

All work will be performed at the direction of the Public Works Director. Work will be done on an hourly rate basis and invoices will include documentation of what effort was completed for the time spent at no less than ½ hour increments. Most work will be performed at NV5 offices but initially there will be time spent at the City to meet face to face with individuals. Additionally if projects require, specific times can be established for presence at the City to coordinate issues. It is anticipated that significant time will be spent in the City coordinating with individuals on projects.

NV5 has numerous staff at different levels of experience and expertise. For this role, we have identified three people that could assist the City in these efforts. There are some tasks that are suited to a more junior level individual and or are administrative in nature, while other tasks require an experienced engineer.

Randy Manns, brings 17 years of experience working for both public agencies and private companies. He would be at a rate of \$145/hour.

Padmavathi Surathi (Padma) brings 8 years of experience with NV5, Inc. She would be at a rate of \$95/hour.

Grant writing services if desired would be performed by Rachel Kulis who worked on the successful Elm Avenue Grant. She is a trained community relations specialist with 17 years of experience. She would be at \$95/hour.

Any administrative support would be performed at a rate of \$60/hour. We have attached the resumes of Randy and Padma for your consideration. We plan to dedicate one point person for this effort and then as necessary they would bring in additional support as needed. The

OFFICES NATIONWIDE

selected person would always have access to Phil Kern and myself as necessary for additional guidance and input.

I. SCOPE OF SERVICES

The scope of services for this staff extension role is quite broad and may include but be not limited to the following types of effort:

- Coordination with utility companies including submitting plans, obtaining updates, providing direction regarding relocations and or service connections
- Coordination with trash companies regarding service during construction
- Tracking and updating CIP schedules
- Coordination and outreach to the community organizations, stakeholders, businesses and individual residents on projects
 - This may include preparing and distributing fliers, door hangers and meeting announcements
 - Preparation and attendance at workshops or meetings with any of the above
- Filling out grant paperwork and documentation for State and Federal funds including but not limited to Caltrans, CDBG, State parks, FHWA and others as necessary
- Prepare and submit advertisements for construction projects
- Submit plans and specifications to on-line bid services to use to advertising construction projects
- Attending bid openings
- Reviewing bids packages including bid tabs, insurance levels and reference checks
- Coordination with different City Departments
- Preparing draft staff reports for execution and finalizing by the Public Works Director or City Manager
- Reviewing plans by other consultants
- Obtaining updates from other consultants
- Preparing grant applications

II. FEES AND CONDITIONS

The services described in Section I, Scope of Services will be provided on an hourly rate basis.

We appreciate the opportunity to offer this proposal. If you have any questions, please contact myself at 858.385.2131. Thank you for the opportunity to provide these services.

Very truly yours,

Signature on file

Carmen C. Kasner P. E.
Regional Executive

NIVIS

OFFICES NATIONWIDE

Randy Manns, EIT, CPESC, QSD/QSP

Senior Field Engineer

Education

Certifications

BS Civil Engineering - San Diego State University (2000)
Certificate Professional Erosion and Sediment Control - CA
#6977 (2012)

Registrations

Engineer in Training - CA #116457 (2004)
Qualified SWPPP Developer/Practitioner - CA #23325 (2012)

Experience

Randy is a senior field engineer in NV5's construction management group. He has over 15 years of experience in both design and construction management services for force mains, pump stations, and water and wastewater projects. He has 10 years of extensive field experience in pipeline installation and concrete structures for water and wastewater projects with construction costs of up to \$32 million. Randy also prepares Storm Water Pollution Prevention Plans (SWPPP), Water Pollution Control Programs (WPCPs), provides BMP Trainings (office and field), and performs site inspections to monitor Best Management Practices (BMP's) to ensure SWPPP compliance..

MAJOR PROJECT EXPERIENCE

Construction Management

CM & Inspection - Mission Trails: Senior field engineer for the San Diego County Water Authority Mission Trails Projects which includes the construction of a new pipeline tunnel which will help provide a safe, reliable water supply for San Diego County. The pipeline/tunnel involves underground construction of 4,825 feet of 96-inch pressure pipeline with an impermeable lining in two separate tunnels and demolition of the above-ground vents and blow offs on the existing abandoned pipelines - San Diego, CA

City of El Centro Southern Pump Station Forcemain: Quality assurance, timely review, and response to RFI's and submittals and on-site inspection services for the installation of a 14-inch PVC sewer force main, including appurtenances, along Danenberg Drive. This pipeline will connect to an existing gravity sewer main east of the alignment. The force main is located between two large business park plazas. This 1,000-foot segment of the project was accelerated to accommodate the grading and asphalt concrete placement work scheduled, on a fast-track basis, for the opening of the Best Buy department store - El Centro, CA

San Marcos Water Transmission Pipeline Replacement and Street Improvements: Resident engineer for a 27-inch steel cement-mortar lined and coated potable water transmission pipeline replacement project. The pipeline is approximately 4,000 feet long within the right-of-way of San Marcos Boulevard in the City of San Marcos and includes roadway widening after completion of the pipeline installation. The pipeline connection point was the SDCWA's Second Aqueduct. Due to the high traffic volume, all of this work must be performed at night which requires proactive public relations due to the proximity of the residents - San Marcos, CA

Rancho Penasquitos Pressure Control & Hydroelectric Facility: Assistant resident engineer for this \$22 million San Diego County Water Authority project responsible for providing QA/QC field

inspection for all construction work, coordinating all special inspections, and reviewing/commenting on submittals and RFIs for the contract documents. This pressure control and hydroelectric facility is designed to regulate the water pressure and the amount of water delivered to various agencies throughout San Diego County. The hydroelectric turbine will generate power for an annual equivalent of approx. 5,000 homes. Construction comprised of structural concrete, masonry, structural steel, large-diameter valves, and 3,000 LF of (42-inch to 108-inch) CML&C pipe installation. Issued field orders, contract change orders, non-compliance reports, and assisted with preparing O&M Manuals, and commissioning of the hydroelectric facility. Also provided daily reports, photos, and assistance with the monthly pay application - San Diego, CA

Miramar Water Treatment Plant Expansion Phase I & II: Field engineer for this \$25.9-million project. During Phase I, provided QA/QC field inspection for 3,000 LF of (36-inch to 54-inch) CML&C pipeline, 1,600-LF (mining / tunneling) for 84-inch CML pipeline and appurtenances per project specifications/plans. Assisted with issuing Field Orders, Contract Change Orders, and Non-Compliance Reports. In Phase II, also provided QA/QC field inspection for 5,789 LF of (36-inch to 108-inch) CML&C pipeline and appurtenances, temporary chemical storage facilities which included mechanical and electrical works, rehabilitate the existing recreation area and mass grading for storm drain and roadway improvements per project specifications/plans - San Diego, CA

Torrey Pines Road Water & Sewer Project: Resident engineer for this \$3.4 million project. Provided QA/QC field inspection for sewer manhole installations, 6,000 LF of (16-inch) PVC sewer force main and 5,500 LF of (16-inch) PVC water main along Torrey Pines Road. Responsible for issuing field orders, contract change orders, daily reports, and photo documentation. Also reviewed/responded to submittals and RFIs per project specifications/plans, provided onsite technical solutions for pipe alignment constraints, and responded to public relations inquiries from local La Jolla residents - San Diego, CA

Yucca Phase II Water Line Improvement: Assistant resident engineer for this \$1.1-million project for the Rainbow Municipal Water District. Provided QA/QC field inspection for 16,500 LF (8-inch) PVC water main and appurtenance installation and assisted with issuing field orders, contract change orders, and non-compliance reports. Provided response to public relations inquiries from local Fallbrook residents. Also assisted with review/response to submittals and Request for Information per project specifications / plans - Fallbrook, CA

Design

Alder Canal Sewer Mains and Lift Station Design (1999-2000): Assistant project engineer responsible for reviewing the planning study which outlined the future growth for east El Centro. Provided flow capacity analysis and design alternatives for the existing and proposed ultimate future gravity sewer pipe and force main system and provided design alternatives for a new sewer lift station (Lift Station No. 3). The design comprised of 17,000 LF of 18-inch to 36-inch gravity sewer main pipe extending perpendicular (northward) from Interstate-8 towards the new sewer lift station. The new sewer lift station was designed for 1.2 mgd and pumps through 12,500 LF of 20-inch diameter pipe (eastward) to the existing sewer treatment plant. Provided design alternatives for gravity sewer, force main pipe, and for the new sewer lift station. Value engineering was based on constructability, possible land acquisition, and utility/canal right-of-way limitations to determine the most cost-effective design - El Centro, CA

Sewer & Water Pipeline Improvements - Group Job 674 (1996-1999): Project engineer for City of San Diego responsible for providing hydraulic analysis and design alternatives for five, 100 LF of 16-inch PVC pipe and appurtenances and seven manholes (with one requiring full rehabilitation). Project Group Job 674 was part of an EPA mandate to replace the existing gravity sewer pipe, rehabilitate the sewer manholes and replace the existing water force main. Provided design for sewer

and water group project, project specifications, and community group presentation to Mission Hills regarding the anticipated construction impacts - San Diego, CA

Stormwater Management Services

SDG&E Stormwater Permitting and SWPPP Services: Staff Engineer and QSP for the TL 698 -SWPPP, TL 633 SWPPP, Metro Facility Improvements SWPPP, Del Cerro SWPPP, Gas Line 3010 -North, Port of San Diego NEVP SWPPP, Altadena-Winona-Wightman Underground Conversion -SWPPP, Fox Canyon Underground Conversion SWPPP, Moraga Underground Conversion -SWPPP, and Mission Control Perimeter Swales SWPPP projects. Duties include:

- Preparing Traditional and Linear SWPPPs for new projects
- Performing BMP inspections and sampling
- Updating and maintaining on-site SWPPPs
- Providing SWPPP training to contractors and SDG&E Staff
- Weather Monitoring & Documentation
- Updating SMARTS with all required reporting information
- Providing bi-weekly BMP status reports and rain event reports
- Coordinating with SDG&E and SDG&E contractors in providing guidance to address BMP deficiencies and SWPPP compliance
- Preparing project close-out documents including:
 - Annual Reports
 - Change of Information (COIs)
 - Photo Documentation
 - Notice of Termination (NOTs)
- Staff Engineer for SDG&E's compliance with Caltrans Water Pollution Control Program (WPCP).
- Specific duties include:
 - Preparation of new WPCPs for individual encroachment permit requests
 - BMP Trainings for SDG&E and SDG&E contractors
 - BMP Inspections
 - WPCP Document Management

UCSD SWPPP Services: Owner's representative as a QSP for active construction projects on the UCSD campus. Duties include: Reviewing contractor's SWPPPs, performing bi-weekly BMP Inspections, coordination and recommendations for contractor and contractor's QSP, monthly status reports to UCSD, and reviews of Annual Reports and Notice of Terminations – La Jolla, CA.

Centinela SWPPP Services: Owner's representative as a QSP for Linear Utility Project in Imperial County, CA for a new switchyard, transmission lines, and power-generation facilities. Duties include: SWPPP Trainings, performing bi-weekly BMP Inspections, coordination and recommendations for contractor and contractor's QSP, monthly status reports to PAR Electric, and preparation of Annual Report and Notice of Termination – Imperial County, CA.

San Diego Regional Airport Authority SWPPP Services: Owner's representative as a QSP for active construction projects within San Diego Regional Airport Authority jurisdiction, specifically Lindbergh Field in San Diego, CA. Duties include: SWPPP Trainings, performing bi-weekly BMP Inspections, attend weekly project status meetings, coordination and recommendations for contractor and contractor's QSP, monthly status reports to the San Diego Regional Airport Authority – San Diego, CA.

Dashiell SWPPP Services: Owner's representative as a QSP for Linear Utility Project in Imperial County, CA for a new switchyard, transmission lines, and power-generation facilities. Duties include: SWPPP Trainings, performing bi-weekly BMP Inspections, coordination and recommendations for

contractor and contractor's QSP, monthly status reports to Dashiell Corporation, and preparation of Annual Report and Notice of Termination – Imperial County, CA.

Stormwater Management Services

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- Weather Monitoring & Documentation
- Updating SMARTS with all required reporting information
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- Coordinating with SDG&E and SDG&E contractors in providing guidance to address BMP deficiencies and SWPPP compliance

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- Annual Reports
- Change of Information (COIs)
- Photo Documentation
- Notice of Termination (NOTs)

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Dashiell SWPPP Services: Owner's representative as a QSP for Linear Utility Project in Imperial County, CA for a new switchyard, transmission lines, and power-generation facilities. Duties include: SWPPP Trainings, performing bi-weekly BMP Inspections, coordination and recommendations for

Attachment 2

contractor and contractor's QSP, monthly status reports to Dashiell Corporation, and preparation of Annual Report and Notice of Termination – Imperial County, CA.

Padma Surathi, EIT, LEED® AP

Assistant Engineer

Education\

Certifications MS Structural Engineering - University of California, San Diego (2006)
BE Civil Engineering - Anna University, Chennai, India (2001)

Registrations Engineer in Training - CA #123853 (2006)
LEED Accredited Professional - (2009)

Experience

Padma is an assistant engineer in NV5's structural and transportation group. Her experience includes design of roadway alignments, retaining walls, bridge abutments. Padma has experience in the use of building codes like UBC, IBC, AISC, Caltrans Bridge Design and Highway Design Manuals and San Diego Regional Standards. She is proficient in various structural design and modeling tools such as AutoCAD, SAP2000, RetainPro.

MAJOR PROJECT EXPERIENCE

Land Use Planning

Daybreak-Kennecott Development Project: Designed retaining walls and other structural elements for the Daybreak Project - South Jordan, UT
Azalea Park: Assisted in the concrete slab design and preparation of construction plans for the Azalea Park improvements - San Diego, CA
Buena Vista Creek Trail: Assisted in the plan and profile design of the Buena Vista Creek Trail - Vista, CA
San Diego International Airport Parking Lot 8: Assisted in the parking lot improvement design for parking lot 8 - San Diego, CA
Winship Lane: Assisted in the preparation of construction plans for Winship Lane improvements at San Diego International Airport - San Diego, CA
Hyland Village: Designed Headwalls for Hyland Village Pedestrian Bridge - Fort Collins, CO
Rosecrest Plat: Performed Headwall Design for Rosecrest Plat T - South Jordan, UT
Vista Pavement Rehabilitation Project: Designed over 35 ADA compliant pedestrian curb ramps for the pavement rehabilitation project - Vista, CA

Bridges

Daybreak Village 4 Bridge Structures: Designed bridge abutments for two pedestrian prefabricated bridges and one roadway prefabricated bridge - South Jordan, UT
Suisun Creek Bridge Widening: Performed quantity calculations for Suisun Creek Bridge widening - Benicia, CA
Abel Street Bridge Retrofit: Performed quantity calculations for the Abel Street Retrofit - San Jose, CA

Calaveras Street Bridge Crash Walls: Performed quantity calculations for the crash walls for the Calaveras Street Bridge - San Jose, CA

Santa Gertrudis Bike/Pedestrian Bridge: Designed ADA compliant ramps for a new pedestrian and bicycle bridge over Santa Gertrudis Creek. This project will connect the newly built community along Margarita Road to the Chaparral High School along SR 79 North, and provide safe access to children as well as a connection between the existing trails along each side of the creek. To avoid compromising the integrity and natural setting of the Santa Gertrudis Creek, the City and the consultant team agreed on a prefabricated steel truss bridge approximately 154' long with no intermediate supports to achieve this goal - Temecula, CA

Transportation

Interstate 80/Interstate 680/State Route 12 Interchange: Performed advanced planning studies on several bridge structures (Green Valley Road Bridge, Green Valley Creek Bridges, and Dan Wilson Creek Bridges) for this interchange reconstruction project for the Solano Transportation Authority. The project, estimated at over \$1B, centers on a series of interchanges on I-80 including interchanges with Red Top Road, SR 12 West, Green Valley Road, I-680, Suisun Valley Road, and SR 12 East. The project also encompasses improvements to local facilities, existing truck scales, I-680, and SR 12 (East and West) - Solano County, CA

State Route 99/Mitchell Road: Performed advanced planning studies on several bridge structures (Service Road Bridge, Main Line Bridge, UPRR Line, Lucas Road, and MR3 Line) for the Mitchell Road Project - Ceres, CA

Cole Grade Road: Assisted in the preparation of the preliminary engineering project for Cole Grade Road Improvements - San Diego, CA

Wildcat Canyon Road: Assisted in construction support for road improvements - San Diego, CA

Bear Valley Road: Assisted in project management services for obtaining HBRRP funding for the Bear Valley Road Widening - Victorville, CA

Oak Knoll Road Improvements: Performed Plan and profile design, storm drain system design, driveway profile design for the Oak Knoll Road Improvements. The one mile road improvement project stretched through a variety of zoned areas which required the roadway design to vary throughout its length and meet the unique needs of each zoned area; commercial, high density, and residential. Roadway improvements included necessary demolition, relocation of overhead utilities, pavement rehabilitation, FDR, pavement overlay, curb, gutter, sidewalks, on-street parking, signage and striping, traffic control, signal modifications, drainage, traffic calming, retaining walls, and landscaping - Poway, CA

Temecula Creek Crossing: Prepared the preliminary engineering report for Temecula Creek Crossing, outlining various possible alternative roadway alignments (Plan, Profile and Cross Sections) - Temecula, CA

Fallbrook Street Extension: Assisted in the preparation the preliminary engineering report for Fallbrook Street extension and performed the cost estimation for the different alternatives - Fallbrook, CA

Bear Valley Parkway Improvements: Prepared on the preliminary engineering report for Bear Valley Parkway improvements (plan, profile and cross sections) and cost estimation for the different alternatives - San Diego, CA

Professional Affiliations

American Society of Civil Engineers
Structural Engineers Association of San Diego



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *OW FOR*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: PUBLIC WORKS *HAL*
SUBJECT: DESIGN OF 700 AND 800 BLOCKS, DELAWARE STREET
SIDEWALK CONSTRUCTION

EXECUTIVE SUMMARY:

This staff report is to appraise City Council of the Delaware Street Sidewalk construction plan. After considerable investigation, staff recommends constructing an 8-foot wide sidewalk contiguous with the curb on the east side of Delaware Avenue only. The 700 and 800 blocks of Delaware Street are missing sidewalk on both sides of the street. The FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) Implementation Plan of Projects, Resolution No. 2014-7451, included major maintenance item "Installation of Sidewalks on Delaware Street." Resolution No. 2014-7451 appropriated \$100,000 from gas tax to complete the design of this sidewalk.

BACKGROUND:

The FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) Implementation Plan of Projects, Resolution No. 2014-7451, included major maintenance item "Installation of Sidewalks on Delaware Street." Resolution No. 2014-7451 appropriated \$100,000 from gas tax to complete the design of this sidewalk. Following discussion with various Department Heads, staff has formulated a recommendation for consideration by City Council.

ANALYSIS:

Delaware Street in these two blocks presents a considerable challenge constructing a sidewalk on the west side due to the abrupt elevation change from street level to the adjacent residential dwelling and garage level. The slope from the street level to residential dwelling / garage level is as steep as 20% up-grade. To place a 5-foot wide sidewalk adjacent to the existing curb would increase the driveway up-grade to all dwelling units with one residential driveway up-grade increased to 24%. Eliminating parking on the west side of the street and moving the curb out an additional 6-feet to provide for a sidewalk would eliminate parking on the west side, thus cutting street side parking in these two blocks by more than 50%.

Staff considered several different methods for installing sidewalk on both the west and east side of these two blocks of Delaware Street. Staff has determined that installing sidewalk on the west side of the street would not serve the community well; the benefits would not be worth the added costs for retaining walls and construction intrusion into the adjacent residents.

In order to provide for an adequate north - south pedestrian way on these two blocks, staff recommends installing an eight-foot wide sidewalk contiguous with the curb and gutter on the east side. Constructing an 8-foot wide sidewalk will ensure adequate access for pedestrians going in either direction all on one side of Delaware Street. Since Delaware Street will lead directly into the back side of the new 9th and Palm Shopping Center an 8-foot wide sidewalk will provide for a very accommodating access to and from the new shopping center. Having the sidewalk contiguous with the curb will also lessen the impact on adjacent property owners' use of the public right-of-way. The right of way in these two blocks of Delaware is 80-feet wide. The existing street width is 36-feet. Thus there are 22-feet of public right of way outside the curb line which individual residents have the opportunity to enjoy and use as part of their front yard. This 8-footwide sidewalk contiguous with the curb would have the least impact on the residences in this area.

If City Council accepts the concept outlined for this project, staff recommends that staff be directed to engage the residents/owners within the 700 and 800 blocks of Delaware Street. Further staff recommends that once the sidewalk design is approximately 90 per-cent complete, staff present the design and estimated construction cost to City Council at a regular City Council meeting for an appropriation of funds to complete the project's construction.

ENVIRONMENTAL DETERMINATION:

Project is exempt from CEQA pursuant to CEQA Guidelines Section 15302(c): Replace or Reconstruction of Existing Utility Systems and Facilities.

FISCAL IMPACT:

REVENUES:

Project Design	Gas Tax	\$100,000
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EXPENDITURES/ENCUMBRANCES:

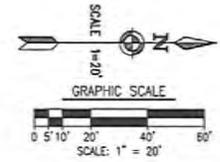
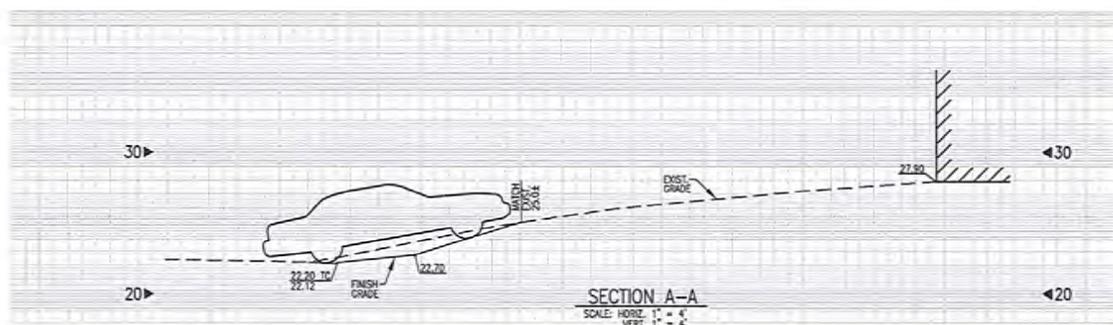
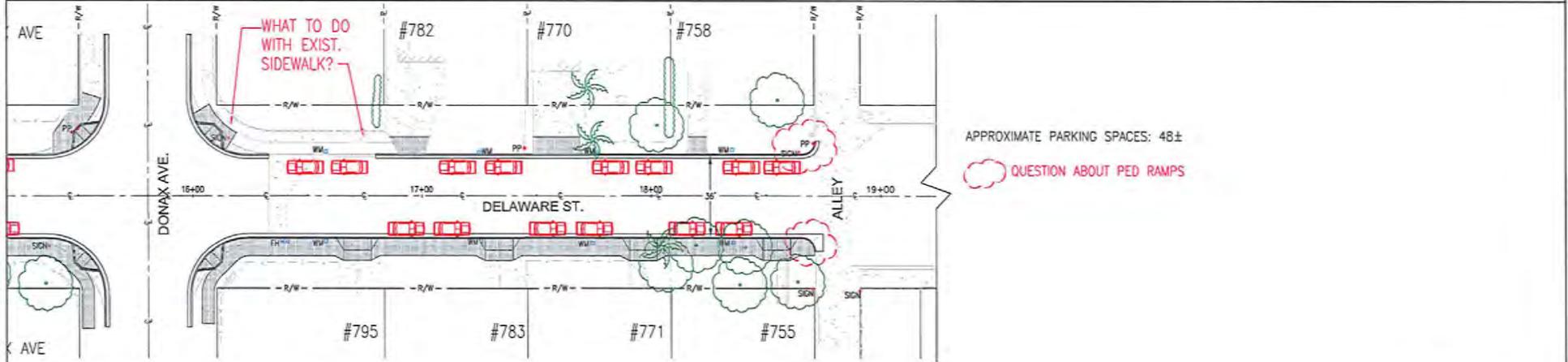
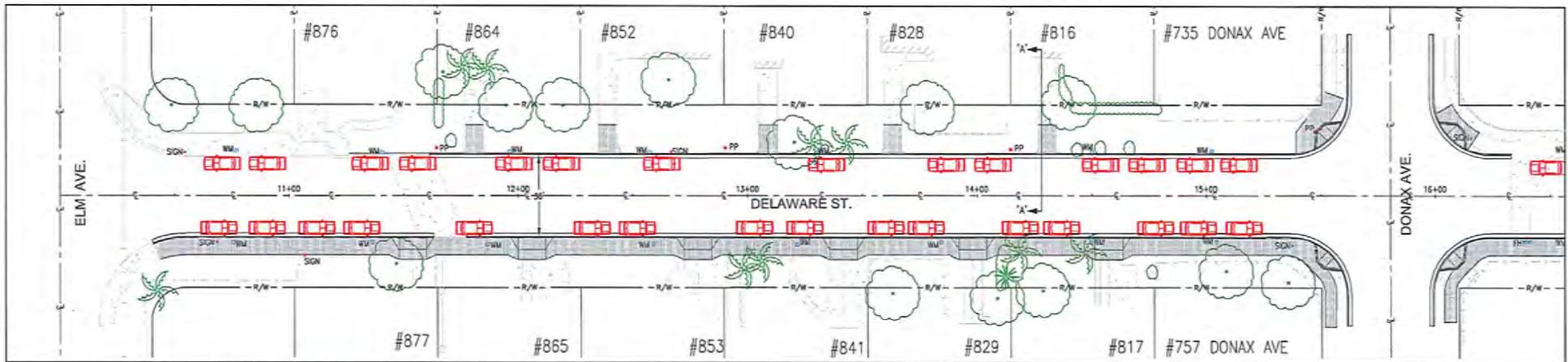
BDS Engineering (project design)	\$ 28,350
Staff Costs	<u>\$ 5,000</u>
Total Expenditures/Encumbrances	\$ 33,350

RECOMMENDATION:

1. Receive this report.
2. Approve the attached design concept for the 700 and 800 Blocks of Delaware Street.
3. Direct staff to meet with affected residents to finalize the scope of work.
4. Direct staff to return to a future regular City Council meeting with the 90% completed drawings and the Engineer's Estimate for the construction costs. At this future regular City Council meeting, City Council will appropriate the funds necessary to complete the project construction.

Attachments:

1. Delaware Street Sidewalk concept drawings



PRELIMINARY PLAN

ENGINEER OF WORK:
BDS ENGINEERING
CIVIL ENGINEERING
LAND SURVEYING
6809 Federal Boulevard
Lemon Grove, California 91945
(619) 582-4900

PLANS FOR THE IMPROVEMENT OF:
DELAWARE STREET
CITY OF IMPERIAL BEACH, CALIFORNIA

DATE: 10/27/14

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AGENDA ITEM NO. 5.4

STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *BW FOR*
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: PUBLIC WORKS *Hall*
SUBJECT: RESOLUTION NO. 2014-7525 AWARDING A PUBLIC WORKS CONTRACT; TO WIT: ANNUAL SLURRY SEAL CIP S14-106

EXECUTIVE SUMMARY:

Resolution No. 2014-7525 awards a contract for a new slurry seal project on selected streets within the City of Imperial Beach to Roy Allan Slurry Seal, Inc. the lowest responsive and qualified bidder. The included streets are: 1) South Seacoast (IB Blvd to south limit); 2) Palm Ave (Seacoast Drive to 3rd Street); 3) Donax Ave (13th Street to 9th Street); and additive item 4) Imperial Beach Blvd (5th Street to 9th Street).

BACKGROUND:

The FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) Implementation Plan of Projects Resolution No. 2014-7451 included major maintenance item Annual Slurry Seal project funded with gas tax with an approved budget of \$100,000. The proposed construction project included slurry seal on the following streets:

- 1) South Seacoast (IB Blvd. to south limit);
- 2) Palm Ave. (Seacoast Drive to 3rd Street);
- 3) Donax Ave. (13th Street to 9th Street); and
- 4) Additive item, Imperial Beach Blvd. (5th Street to 9th Street)

The project drawings and specifications were completed in September 2014. Staff advertised for requests for bids (RFB) for this work on September 11, 2014 in the Eagle & Times Newspaper and on E-Bid Board. The bid opening was scheduled for Thursday, October 2, 2014.

ANALYSIS:

The project bids were opened and evaluated Tuesday, October 2, 2014 in an advertised public meeting at 2:00 p.m. The lowest responsive and qualified bidder (base bid) for the Annual Slurry Seal Project S14-106 was Ray Allan Slurry Seal, Inc. at a bid price of \$ 125,414.

The four (4) contractors who submitted proposals are listed below along with their proposal amounts:

RECOMMENDATION:

1. Receive this report.
2. Adopt the attached resolution awarding a contract to the lowest responsive bidder.
3. Authorize the City Manager to sign the construction contract with the lowest responsive bidder.
4. Appropriate and additional \$125,000 Gas Tax for CIP S14-106 (Annual Slurry Seal)
5. Authorize the City Manager to approve a purchase order for the amount of the base bid price plus the additive bid item.

Attachments:

1. Resolution No. 2014-7525

RESOLUTION NO. 2014-7525

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AWARDING A PUBLIC WORKS CONTRACT; TO WIT: ANNUAL SLURRY SEAL CIP S14-106

WHEREAS, the FY 2013/14 and FY 2014/15 Two Year Capital Improvement Program (CIP) Implementation Plan of Projects Resolution No. 2014-7451 included major maintenance item "Annual Slurry Seal" project funded with gas tax funds with an approved budget of \$100,000; and

WHEREAS, the designed project included repairs to South Seacoast (IB Blvd to south limit), Palm Ave. (Seacoast Drive to 3rd Street), Donax Ave. (13th Street to 9th Street) and additive item Imperial Beach Blvd. (5th to 9th Street); and

WHEREAS, staff advertised for requests for bids (RFB) for this work on September 11, 2014 in the Eagle & Times Newspaper and on Construction Bidboard; and

WHEREAS, the project bids were to opened and evaluated at 2:00 p.m. Thursday, October 2, 2014 in an advertised public meeting; and

WHEREAS, the lowest responsive and qualified bidder for the Annual Slurry Seal (S14-106) project was Roy Allan Slurry Seal, Inc. at a base bid price of \$125,414 and alternative bid of \$73,145; and

WHEREAS, the total revenue appropriated for this project is \$100,000; and

WHEREAS, the engineer's estimate for this construction was \$ 82,142 for the base bid and \$39,958 for the alternate bid; and

WHEREAS, staff recommends an additional appropriation of \$125,000 from the Undesignated Reserve Gas Tax fund to cover the total cost of this project construction;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. The legislative body hereby rejects all proposals for bids except that identified as the lowest responsible bid. The bid of the lowest, responsible qualified bidder will be on file with the transcript of these proceedings and open for public inspection in the City Clerk Department on file as Contract No._____.
3. The contractor shall not commence construction or order equipment until he/she has received a Notice to Proceed.
4. The works of improvement shall be constructed in the manner and form and in compliance with the requirements as set forth in the plans and specifications for the project.
5. This legislative body appropriates an additional \$125,000 from the Undesignated Reserve Gas Tax fund for Annual Slurry Seal (S14-106) project.
6. The City Manager is authorized to sign a purchase order with the lowest responsible qualified bidder.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 5th day of November 2014, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, MMC
CITY CLERK



AGENDA ITEM NO. 5.5

STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER AH
MEETING DATE: NOVEMBER 5, 2014
ORIGINATING DEPT.: PUBLIC WORKS AH
SUBJECT: RESOLUTION 2014-7523 AFFIRMING THE PUBLIC WORKS DIRECTOR SIGNATURE AND SUBMISSION OF THE FISCAL YEAR 2013-14 JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM (JRMP) ANNUAL REPORT TO THE SAN DIEGO REGIONAL WATER QUALITY CONTROL BOARD

EXECUTIVE SUMMARY:

The City is required per Order R9-2013-0001 to prepare and submit to the San Diego Regional Water Quality Control Board (RWQCB) an annual report that summarizes the City's jurisdictional storm water management program activities during the previous fiscal year. This annual report is being presented and discussed so as to allow public participation and comments on the implementation of the City's storm water management program. This report covers the FY 2013-14 reporting cycle. Total storm water management program cost for FY 2013-14 from the General Fund was \$811,710.

BACKGROUND:

The San Diego Regional Water Quality Control Board (RWQCB) is the regulatory agency responsible for ensuring water quality protection from discharges of storm water out of the municipal separate storm sewer system (MS4). The San Diego Water Board adopted the MS4 Discharge Permit Order No. R9-2013-0001 for the San Diego Copermittees on May 8, 2013. This current MS4 Permit requires a significant update to the City's Stormwater Management Program that must be submitted to the RWQCB by July 2015. Until the time when a new Stormwater Management Program is approved by the RWQCB, the City will continue to implement its existing Jurisdictional Runoff Management Plan that was developed under the previous R9-2007-0001 MS4 Permit and adopted by Council through Resolution No. 2008-6602.

One of the requirements by the RWQCB is for the City to prepare and submit an annual report that summarizes Stormwater Management Program activities during the previous fiscal year. This annual report (Attachment 2) and staff report are being presented to Council in accordance to the City's 2008 JURMP to allow for public participation in the City's Urban Runoff Management Program. The attached JRMP Annual Report was signed and submitted to the RWQCB on October 9, 2014.

ANALYSIS:

Significant efforts are made across all City departments to meet the regulatory requirements of the MS4 Permit. The City's JRMP lays out the policies regarding urban runoff management and is the primary guidance document for use by City employees to meet the requirements of the MS4 Permit.

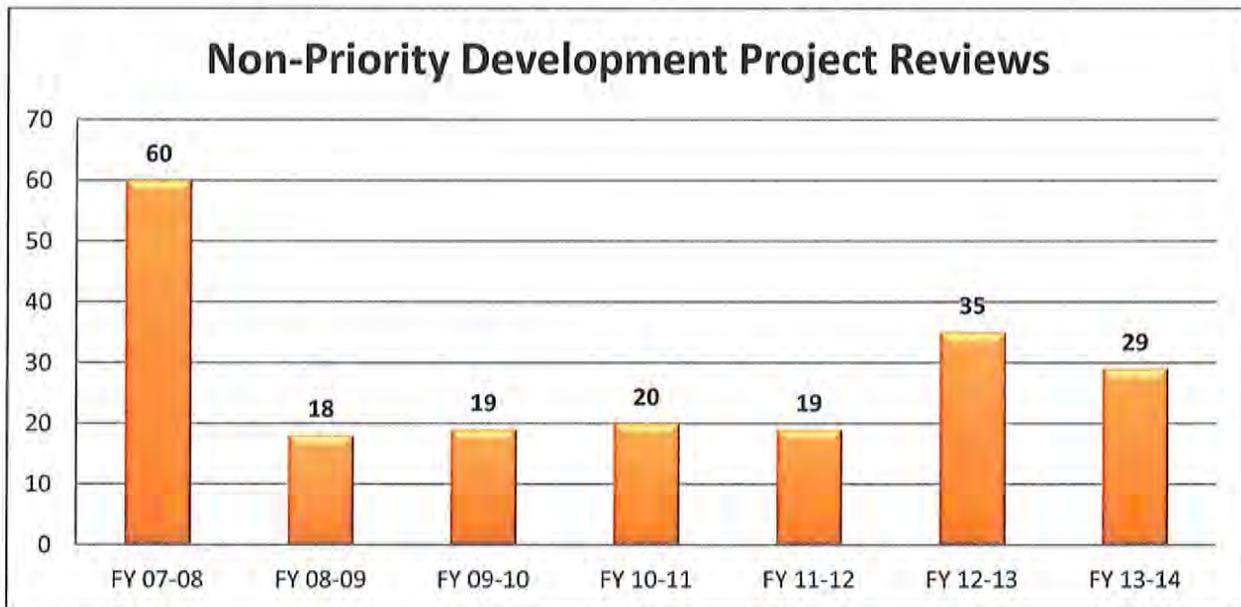
The following is an overview of the City's current JRMP program and a summary of the program as it was implemented from FY 2007-08 through FY 2013-14.

Development Planning Component

The Development Planning Component involves incorporating storm water and urban runoff management into the development review process and ensures that development projects implement prescribed storm water best management practices (BMPs). This includes reviewing Priority and Non-Priority Development projects for (BMPs) to manage storm water runoff prior to the issuance of grading or construction permits. Larger projects that meet the criteria of "Priority Development Projects" are required to implement mandated storm water BMPs into the designs of the project.

During this reporting period the City certified the completion of two new Priority Development Projects that require long-term operation and maintenance of treatment control BMPs. These projects include the American Legion and Sea 180 Hotel developments.

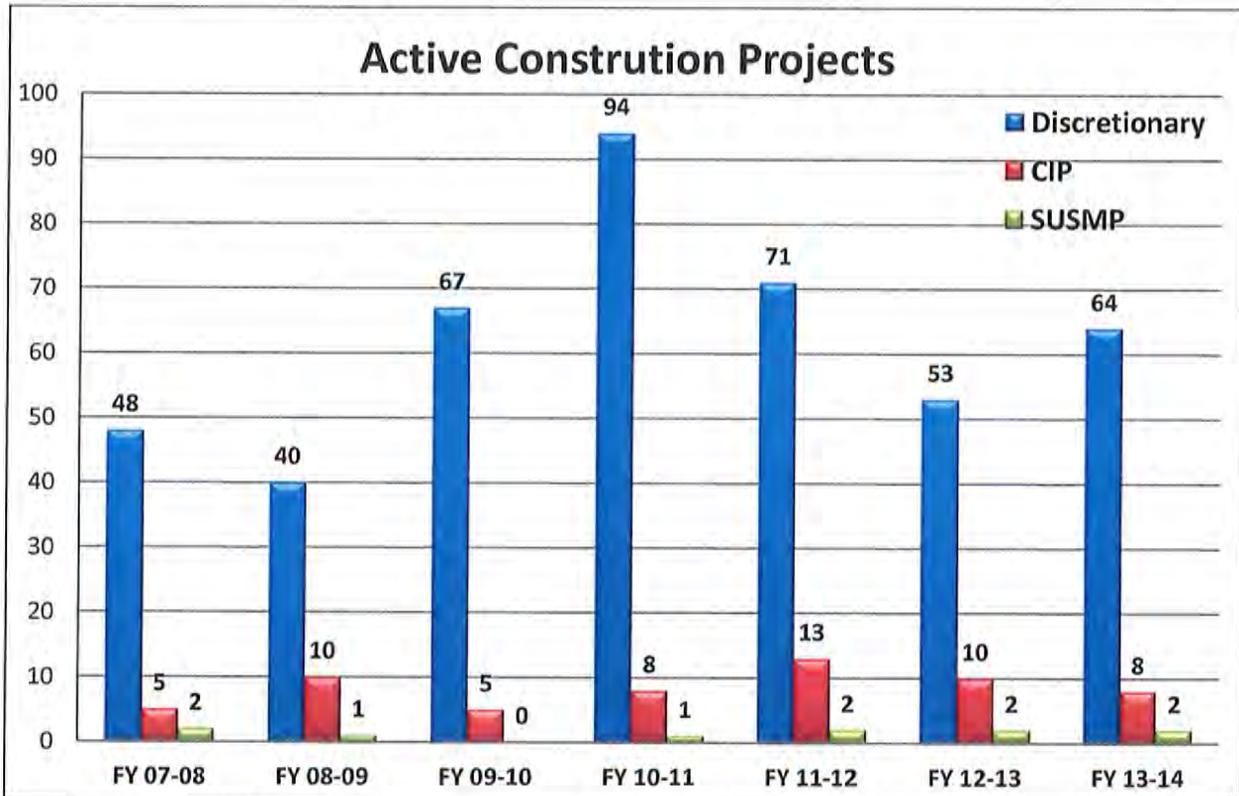
The City also requires stormwater conditions for Non-Priority Development Projects. Projects that propose over \$50,000 of improves get routed through Public Works for additional review by staff for public right-of-way improvements and stormwater BMP conditions.



Construction Component

The City is required to oversee the compliance with construction-phase BMPs at all active construction projects in the City through inspection and enforcement activities. Every public or private construction project in the City is required to have a City approved Storm Water Management Plan prior to the start construction activities. Projects over 1 acre in size are also

required to obtain coverage under the State General Construction Permit and be in compliance with the City's Standard Urban Runoff Management Plan (SUSMP). The Community Development Department oversees the implementation of construction BMPs for discretionary projects, Public Works oversees CIP projects, and both departments share the responsibility for SUSMP projects.



Existing Development (Municipal) Component

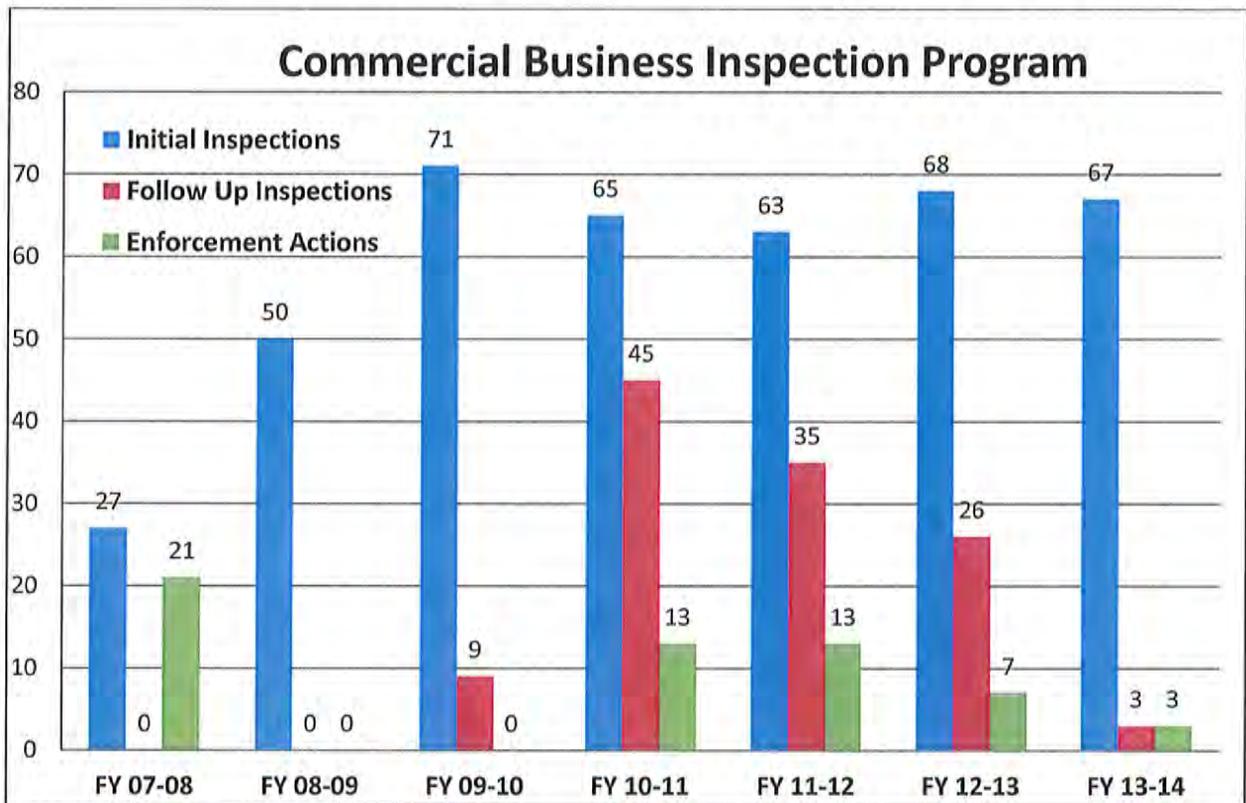
The Permit requires the City to implement BMPs to prevent the discharge of pollutants from municipal facilities and activities. In general these requirements specify that municipalities need to implement strict operations and maintenance practices to prevent the unintended discharge of pollutants into the environment from City streets, sidewalk, parks, buildings, storm drain systems, and sewers. Municipalities are also required to identify sources of pollutants and implement engineered solutions to control the discharge of pollutants where feasible. The following is a list of the significant program activities as they were implemented over the permit cycle.

- The Sewer Division inspects and cleans 5 miles of underground storm drain lines and 92 storm drain catch basins annually before the start of the rain season on October 1st each year.
- The City provides street sweeping service of 127.9 curb miles of road including medians. Commercial areas are swept weekly, beach front areas every other week, and residential areas monthly.
- The City performs daily cleanup of trash, litter, and debris along the beach and tidelands area on Seacoast Drive through the City's Tidelands Division and weekly cleanup activities of the entire City through the Streets Division, Parks Division, and landscape contractors.
- The City maintains 37 municipal facilities and ensures proper storm water BMPs at each location.

- Existing storm water treatment structures maintained during the Permit period:
 - Storm drain inlet filters (10) located throughout the City
 - Sports Park Crosswalk LID (2014)
 - 10th Street Bikeway Access Bioswale (2013)
 - Eco Bikeway LID features along Palm Ave (2013)
 - Skate Park bioswale and infiltration trench (2011)
 - Palm Ave storm water low flow and urban runoff diverter (2008)
 - Alley retention BMP 800 block 10th St (2007)
 - Date Ave storm water low flow and urban runoff diverter (2004 and replaced 2014)
 - Lifeguard vehicle washing diverter (2002)
 - Fire Station vehicle washing diverter (2002)
 - Public Works vehicle washing diverter (2002 and replaced 2013)
 - Vortex storm drain CDS unit at 10th and Imperial Beach Blvd that captures sediment, floating hydrocarbons, and debris (2002)

Existing Development (Commercial) Component

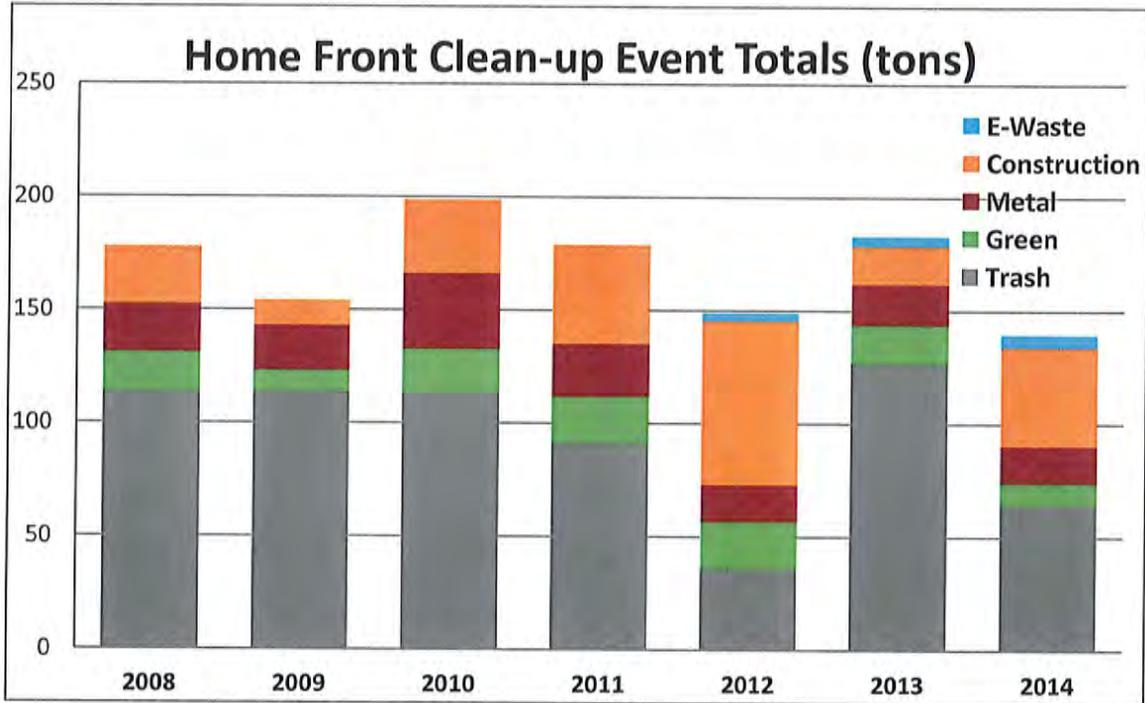
The City is tasked with educating businesses about urban runoff management and overseeing the compliance of applicable BMPs through inspections at commercial and industrial businesses. The City does not have any industrial businesses so this requirement only applies to select commercial facilities that have the potential to generate storm water pollutants.



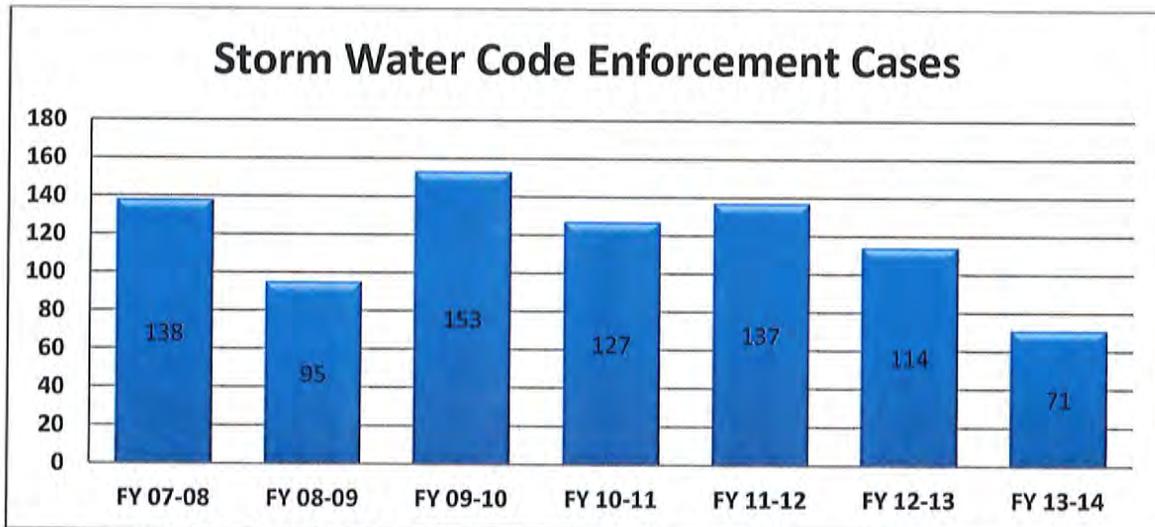
Existing Development (Residential) Component

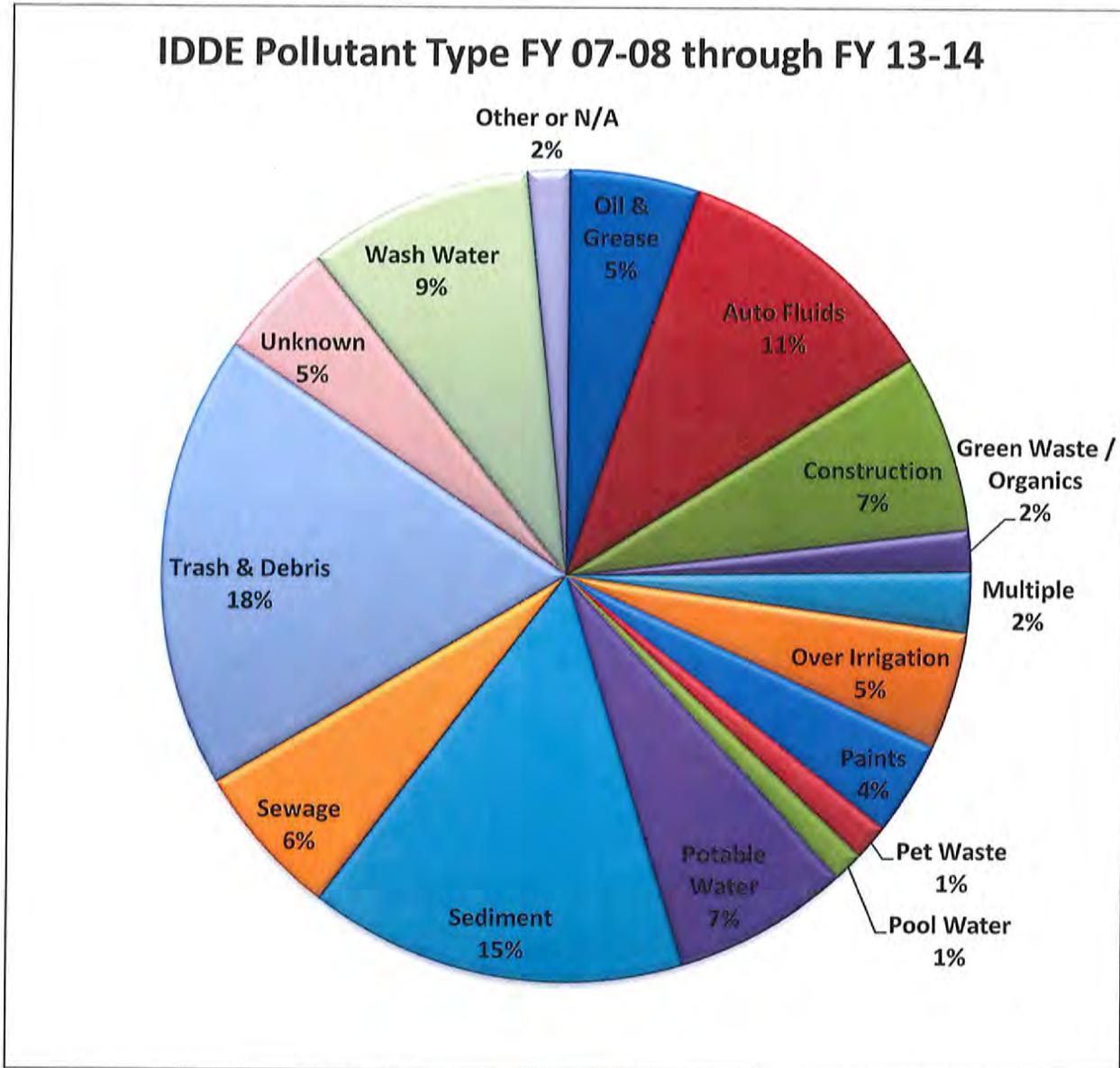
The City is required to prevent or eliminate the discharge of pollutants from residential areas. The requirements of the Residential Component overlap with other areas of the Permit that mandates education and enforcement of the City's Stormwater Ordinance. Specific storm water program activities include implementing a proactive storm water code enforcement program and ensuring the proper disposal of wastes. The City has met these requirements by the following:

- Implementing a residential household hazardous waste disposal program
- Annual Home Front Cleanup: The City holds an annual cleanup event for residents to drop off large bulky items and waste.



- Implementing a proactive storm water code enforcement program referred in the MS4 Permit as an Illicit Discharge Detection and Elimination (IDDE) Program. The primary objective of the IDDE Program is to find and eliminate illegal discharges or connections to the MS4 system. The City operates a storm water hotline, implements a dry weather monitoring program, and responds to storm water code enforcement cases.





Education and Public Participation Component

The City's storm water education activities target the following groups: 1) municipal departments and personnel, 2) construction site owners and developers, 3) commercial business owners 4) residents, general public, and school children, and 5) underserved community. The continual saturation of education for each target audience is gradually leading to a greater awareness about storm water pollution and the implementation of pollution prevention BMPs. Public involvement is also an important component of implementing an effective JURMP program. Each year the JURMP annual report gets presented to City council for the purpose of encouraging public participation in the program.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

The costs of implementing the JURMP are spread across the entire City because each Department and associated Division has an established role in implementing the components of the JURMP. Total storm water management program cost for FY 2013-14 from the General Fund was \$811,710.

RECOMMENDATION:

1. Receive the Report
2. Receive any comments from the public
3. Approve the FY 2013-14 JRMP Annual Report as signed the Public Works Director and submitted to the RWQCB dated October 9, 2014
4. Adopt Resolution 2014-7523

Attachments:

1. Resolution No. 2014-7523
2. FY 2013-14 JRMP Annual Report

RESOLUTION NO. 2014-7523

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, AFFIRMING THE PUBLIC WORKS DIRECTOR SIGNATURE AND SUBMISSION OF THE FISCAL YEAR 2013-14 JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM (JRMP) ANNUAL REPORT TO THE SAN DIEGO REGIONAL WATER QUALITY CONTROL BOARD

WHEREAS, the San Diego Regional Water Quality Control Board (RWQCB) adopted Order R9-2013-0001 on May 8, 2013 that regulates discharges of storm water from municipal separate storm sewer systems (MS4s); and

WHEREAS, the RWQCB Order R9-2013-0001 requires the City to submit an annual report that demonstrates compliance with the Jurisdictional Runoff Management Program; and

WHEREAS, the City implements a storm water management program that either meets or exceeds the requirements in RWQCB Order R9-2013-0001; and

WHEREAS, the City of Imperial Beach has developed and submitted a JRMP Annual Report for Fiscal Year 2013-14 in compliance with the RWQCB Order R9-2013-0001; and

WHEREAS, the RWQCB Order R9-2013-0001 requires participation by the public, which is met through this annual JRMP report public meeting.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach, as follows:

1. The above recitals are true and correct.
2. Authorize the approval of the City of Imperial Beach FY2013-14 JRMP Annual Report as signed and submitted to the San Diego Regional Water Quality Control Board on October 9, 2014.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 5th day of November 2014, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, CMC
CITY CLERK

**JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM
ANNUAL REPORT FORM**

FY 2013-14

I. COPERMITTEE INFORMATION	
Copermittee Name: Imperial Beach	
Copermittee Primary Contact Name: Chris Helmer	
Copermittee Primary Contact Information:	
Address: 825 Imperial Beach Blvd	
City: Imperial Beach	County: San Diego
State: CA	Zip: 91932
Telephone: 619-628-1370	Fax: 619-429-4861
Email: chelmer@imperialbeachca.gov	
II. LEGAL AUTHORITY	
Has the Copermittee established adequate legal authority within its jurisdiction to control pollutant discharges into and from its MS4 that complies with Order No. R9-2013-0001?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
A Principal Executive Officer, Ranking Elected Official, or Duly Authorized Representative has certified that the Copermittee obtained and maintains adequate legal authority?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
III. JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM DOCUMENT UPDATE	
Was an update of the jurisdictional runoff management program document required or recommended by the San Diego Water Board?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES to the question above, did the Copermittee update its jurisdictional runoff management program document and make it available on the Regional Clearinghouse?	YES <input type="checkbox"/> NO <input type="checkbox"/>
IV. ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM	
Has the Copermittee implemented a program to actively detect and eliminate illicit discharges and connections to its MS4 that complies with Order No. R9-2013-0001?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Number of non-storm water discharges reported by the public	26
Number of non-storm water discharges detected by Copermittee staff or contractors	45
Number of non-storm water discharges investigated by the Copermittee	71
Number of sources of non-storm water discharges identified	68
Number of non-storm water discharges eliminated	68
Number of sources of illicit discharges or connections identified	68
Number of illicit discharges or connections eliminated	68
Number of enforcement actions issued	49
Number of escalated enforcement actions issued	15
V. DEVELOPMENT PLANNING PROGRAM	
Has the Copermittee implemented a development planning program that complies with Order No. R9-2013-0001?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Was an update to the BMP Design Manual required or recommended by the San Diego Water Board?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES to the question above, did the Copermittee update its BMP Design Manual and make it available on the Regional Clearinghouse?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Number of proposed development projects in review	29
Number of Priority Development Projects in review	1
Number of Priority Development Projects approved	0
Number of approved Priority Development Projects exempt from any BMP requirements	0
Number of approved Priority Development Projects allowed alternative compliance	0
Number of Priority Development Projects granted occupancy	2
Number of completed Priority Development Projects in inventory	7
Number of high priority Priority Development Project structural BMP inspections	10
Number of Priority Development Project structural BMP violations	0
Number of enforcement actions issued	0
Number of escalated enforcement actions issued	0

**JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM
ANNUAL REPORT FORM
FY 2013-14**

VI. CONSTRUCTION MANAGEMENT PROGRAM					
Has the Copermittee implemented a construction management program that complies with Order No. R9-2013-0001?	YES	<input checked="" type="checkbox"/>		NO	<input type="checkbox"/>
Number of construction sites in inventory	64				
Number of active construction sites in inventory	33				
Number of inactive construction sites in inventory	31				
Number of construction sites closed/completed during reporting period	31				
Number of construction site inspections	95				
Number of construction site violations	6				
Number of enforcement actions issued	2				
Number of escalated enforcement actions issued	2				
VII. EXISTING DEVELOPMENT MANAGEMENT PROGRAM					
Has the Copermittee implemented an existing development management program that complies with Order No. R9-2013-0001?	YES	<input checked="" type="checkbox"/>		NO	<input type="checkbox"/>
	Municipal	Commercial	Industrial	Residential	
Number of facilities or areas in inventory	27	67	0	6	
Number of existing development inspections	27	67	0	6	
Number of follow-up inspections	0	3	0	0	
Number of violations	0	3	0	0	
Number of enforcement actions issued	0	3	0	0	
Number of escalated enforcement actions issued	0	0	0	0	
VIII. PUBLIC EDUCATION AND PARTICIPATION					
Has the Copermittee implemented a public education program component that complies with Order No. R9-2013-0001?	YES	<input checked="" type="checkbox"/>		NO	<input type="checkbox"/>
Has the Copermittee implemented a public participation program component that complies with Order No. R9-2013-0001?	YES	<input checked="" type="checkbox"/>		NO	<input type="checkbox"/>
IX. FISCAL ANALYSIS					
Has the Copermittee attached to this form a summary of its fiscal analysis that complies with Order No. R9-2013-0001?	YES	<input checked="" type="checkbox"/>		NO	<input type="checkbox"/>

X. CERTIFICATION

I [Principal Executive Officer Ranking Elected Official Duly Authorized Representative] certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Signature on file

Signature

HANK LEVIEN

Print Name

619-423-8311

Telephone Number

Date

PUBLIC WORKS DIRECTOR

Title

HLEVIEN@CITYOFIMPERIALBEACHCA.GOV

Email

*City of Imperial Beach
Jurisdictional Runoff Management Program
Annual Report FY2013-14*

Fiscal Analysis Report

The City of Imperial Beach is performing a storm water cost analysis study with Mikhail Engineer which will be part of the JRMP update and included in the WQIP deliverables to the RWQCB. This current fiscal analysis represents the best estimate for the costs and effort required by the City of Imperial Beach to implement the storm water management program under Permit R9-2013-0001. The Environmental Programs Division of the Department of Public Works is responsible for the fiscal analysis of the storm water program. Implementation expenditures for the JRMP and supporting watershed programs were approximately \$811,716 during the FY 2013-14 reporting cycle. The primary revenue source for funding the components of the MS4 Permit is from the City's General Fund. Funding for special projects is generally supplemented by grant funds and accounted separately. Similarly, the City's Capital Improvement Programs (CIP) considers storm water retrofit options for existing City facilities in need of repair and gets accounted for separately. This report captures and quantifies the direct and indirect roles and activities related to storm water management in order to estimate the total JRMP expenditures and account for the sources of funding.

Fiscal Analysis Methods

The costs of implementing the JURMP are spread across the entire City. Each Department and associated Division has an established role in implementing the components of the JURMP and therefore accounted for in a manner that was established under the R9-2007-0001 Permit. The fiscal analysis methodology is currently under review with the implementation of the new R9-2013-0001 and will be updated with the adoption of the WQIP and update to the City's JRMP.

Category of Expenditures

The expenditures for FY 2013-14 are provided in the table below. The fiscal analysis method does not exactly correspond to the line item budget maintained by the City. The values presented in Table 1 are therefore an extrapolation of the expenditures made that correspond best to the Itemized categories. The City also actively seeks grant opportunities to fund special projects and includes storm water retrofits with capital improvement projects. The expenditures for FY 2013-14 are presented below.

Table 1 Expenditures on JURMP for FY 2013-14

Administration Tasks	\$ 183,840.46
Development Planning and Construction Management	\$ 83,635.59
Existing Development Management and O&M	\$ 464,751.56
Public Education and Participation	\$ 7,672.23
Regional and Watershed Costs	\$ 71,816.92
Total	\$ 811,716.76
*Grant and CIP Expenditures tracked separately from storm water budget (Total: \$690,000)	
<ul style="list-style-type: none"> • (S12-101) Bayshore Bikeway Access Project: \$400,000 (\$350k grant and \$50k City match) Native habitat restoration, Bio-swale and storm water retention • (S13-101) CDBG FY12-13 IB Blvd Crosswalk and Sports Park: \$146,000; (City CDBG funds) LID flow through planter part of new crosswalk • (S04-108) Streets Phase 3B Date Ave Diverter Maintenance: \$100,000; (City funds) Reconfiguration of Date Ave diverter • (GRT-037) Detection, Mapping and Communication of Solid Waste Pollution Sources in the Tijuana River Valley: \$44,000; (SWRCB Cleanup and Abatement Account Grant) 	