



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL
WELCOMES YOU TO A REGULAR
CITY COUNCIL MEETING
September 23, 2025

The City of Signal Hill appreciates your attendance. Public interest provides the Council and Agency with valuable information regarding issues of the community. Regular meetings are held on the 2nd and 4th Tuesday of every month.

Regular meetings begin at 6:00 pm with the conduct of any business permitted to be conducted in closed session by the Brown Act (Government Code Section 54950, et seq.), if any, and with the public portion of the meeting beginning at 7:00 pm. There is a period for public comment on closed session matters at 6:00 pm prior to the closed session. In the event there is no business to be conducted in closed session, the Regular meeting shall begin at 7:00 pm. There is a public comment period at the beginning of the Regular meeting. Any person wishing to comment shall be allotted three minutes per distinct item. Any meeting may be adjourned to a time and place stated in the order of adjournment.

The agenda is posted 72 hours prior to each meeting on the City's website and outside of City Hall. The agenda and related reports are also available for review online at www.cityofsignalhill.org.

To view the meeting live at 7:00 p.m.:

- City of Signal Hill website at www.cityofsignalhill.org, select the City Council Meetings Link from the home page.
- Charter Spectrum Channel 74 or Frontier FiOS Channel 38.

To participate in the meeting at 7:00 p.m.:

- In-person Participation: Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to the City Clerk at cityclerk@cityofsignalhill.org not later than 5:00 p.m. on Tuesday, September 23, 2025. Written comments will be provided electronically to the City Council and attached to the meeting minutes. Written comments will not be read into the record.

City Council Members are compensated \$794.40 per month. City Clerk and City Treasurer are compensated \$482.04 per month.

(1) **CALL TO ORDER – 7:00 P.M.**

(2) **ROLL CALL**

MAYOR JONES
VICE MAYOR HANSEN
COUNCIL MEMBER COPELAND
COUNCIL MEMBER HONEYCUTT
COUNCIL MEMBER WOODS

(3) **PLEDGE OF ALLEGIANCE**

(4) **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA
(SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)**

(5) **PRESENTATIONS**

- a. MAYOR JONES WILL PRESENT CERTIFICATES TO THE 2025 SIGNAL HILL LEADERSHIP ACADEMY GRADUATES.
- b. STUDENT REPRESENTATIVES FROM THE AMERICAN UNIVERSITY OF HEALTH SCIENCES WILL PROVIDE A PRESENTATION ON OBESITY IN CHILDREN.

(6) **CITY MANAGER REPORTS**

- a. ECONOMIC DEVELOPMENT SHOP LOCAL UPDATE

Summary:

Shop Local programs increase visibility for Signal Hill businesses and foster a vibrant business community, supporting the City's Strategic Plan to enhance the local economy and strengthen the downtown core. In November 2024, the City Council approved a new Shop Local Program in partnership with BluDot Technologies Incorporated to support small businesses. The City Council allocated \$10,000 for the Open Rewards app, which offers customers a 20% reward on purchases at participating Signal Hill businesses. Customers are able to redeem these rewards on future purchases at local businesses. Staff will present an update regarding the Open Rewards program, including analytics and observations from its initial implementation.

Strategic Plan Goal(s):

- Goal No. 3 Economic & Downtown Development: Improve the local economy, support local businesses, and create a vibrant downtown core.

Recommendation:

Receive and file.

- b. VERIFICATION OF QUORUM/SCHEDULE OF MEETINGS - NOVEMBER & DECEMBER 2025

Summary:

Staff is seeking verification regarding whether a quorum will be present for the regular City Council meetings of November 25, 2025 and December 23, 2025 due to potential scheduling conflicts with the holiday season. Staff is also seeking direction to cancel or reschedule the meeting of Tuesday, November 11, 2025 due to Veterans Day, a federally recognized holiday which the City also observes. Staff recommends holding one meeting each month to conduct regular City business.

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Staff recommends the City Council determine whether a quorum of the City Council will be present for the regular meetings of November 25, 2025 and December 23, 2025, and provide direction to staff to either reschedule or cancel the meeting of November 11, 2025, due the Veterans Day holiday. Staff recommends holding one meeting each month to conduct regular City business.

- c. MASTER AGREEMENTS WITH THE DEPARTMENT OF TRANSPORTATION FOR THE WILLOW STREET AND CHERRY AVENUE CORRIDORS COLLISION REDUCTION PROJECT AND THE CITYWIDE TRANSPORTATION SAFETY ENHANCEMENT PROJECT; HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 GRANT FUNDING

Summary:

The Highway Safety Improvement Program (HSIP) is a federally funded program administered by the California Department of Transportation (Caltrans) that provides local agencies with funding for projects aimed at reducing traffic-related fatalities and serious injuries. In September 2024, the Public Works Department submitted two HSIP Cycle 12 grant applications: the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project. In February 2025, Caltrans awarded the City \$1,082,450 in HSIP State funds for the Willow Street and Cherry Avenue Corridors Collision Reduction Project and \$2,719,980 in HSIP Federal funds for the Citywide Transportation Safety Enhancement Project.

The Willow Street and Cherry Avenue Corridors Collision Reduction Project includes updating signal timing, coordinating the operation of 15 signalized intersections, and constructing and integrating a fiber-optic communication network. The Citywide Transportation Safety Enhancement Project consists of upgrading existing signals to provide protected left-turn phasing at eight intersections, improving traffic signal visibility at three intersections, and installing pedestrian countdown heads to enhance safety for all modes of travel. Staff recommends the City Council approve the proposed two Master Agreements with Caltrans and adopt two resolutions necessary to execute documents to receive and utilize HSIP Cycle 12 funds for both projects.

Strategic Plan Goal(s):

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.
- Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager, or his designee, to enter into a Master Agreement with the Department of Transportation for project funding in the amount of \$1,082,450 for the Willow Street and Cherry Avenue Corridors Collision Reduction Project.
2. Authorize the City Manager, or his designee, to enter into a Master Agreement with the Department of Transportation for project funding in the amount of \$2,719,980 for Citywide Transportation Enhancement Project.

3. Adopt a Resolution, entitled:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS TO RECEIVE AND EXPEND HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 AWARDED FUNDS FOR THE WILLOW STREET AND CHERRY AVENUE CORRIDORS COLLISION REDUCTION PROJECT.

4. Adopt a Resolution, entitled:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS

DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS TO RECEIVE AND EXPEND FEDERAL HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 AWARDED FUNDS FOR THE CITYWIDE TRANSPORTATION SAFETY ENHANCEMENT PROJECT.

- d. PROFESSIONAL ENGINEERING DESIGN CONSULTANT SERVICES AGREEMENT WITH W.G. ZIMMERMAN ENGINEERING, INC. FOR THE EAST BURNETT STREET HISTORICAL DISTRICT PEDESTRIAN AND BIKE ENHANCEMENT PROJECT

Summary:

The 2023-2028 City of Signal Hill Strategic Plan promotes multi-model transportation through the development of bicycle lanes and walking trails, as outlined in the City's General Plan and Circulating Element. The East Burnett Street Corridor, which extends from Walnut Avenue to Dawson Avenue, is a well-used route for pedestrians and bicyclists. In June 2023, the California Transportation Commission awarded the City \$2,785,000 in Active Transportation Program (ATP) funding with a \$109,000 local match. The proposed project includes new sidewalks, a Class 2 bicycle lane, ADA curb ramps, enhanced lighting, landscaping, and roadway upgrades to improve safety and accessibility.

The City completed the Project Approval and Environmental Documentation (PA&ED) phase and conducted the CEQA environmental review. In May 2025, the City filed a Notice of Exemption under CEQA Guidelines Section 15301, confirming the project qualifies for a Class 1 Categorical Exemption. On July 18, 2025, Public Works released the Request for Proposals for the Plans, Specifications, and Estimates (PS&E) phase. Following the proposal review process and negotiations with the best qualified firm, Public Works recommends the City Council award a Professional Services Agreement to W.G. Zimmerman Engineering, Inc. to prepare the PS&E documents. If approved by the City Council, the consultant would begin work in October 2025, with completion expected by April 2026.

Strategic Plan Goal(s):

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.
- Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager to enter into a Professional Engineering

Design Consultant Services Agreement with W.G. Zimmerman Engineering, Inc. to prepare the PS&E documents for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project, for a term of 6 months and a not-to-exceed contract amount of \$245,372.70, in a form approved by the City Attorney; and

2. Authorize the Public Works Director/City Engineer to utilize a project contingency of up to 10% (\$24,537.27) and approve a 180-calendar day term extension to accommodate any unforeseen conditions. The proposed contingency would bring the total contract agreement budget to \$269,909.97.

- e. ADOPT A RESOLUTION AUTHORIZING CARRYOVER APPROPRIATIONS FROM THE FISCAL YEAR 2024-25 OPERATING EXPENDITURE BUDGET AND CAPITAL IMPROVEMENT PLAN BUDGET, AND RELATED FUNDING, TO FISCAL YEAR 2025-26 BUDGET

Summary:

Staff recommends that the City Council adopt a resolution authorizing the carryover of unspent appropriations from Fiscal Year (FY) 2024-25 to FY 2025-26. This routine annual process enables the City to re-appropriate funds for programs, purchases, and specific projects, particularly those within the Capital Improvement Program (CIP), that were not completed by the end of the prior fiscal year. Adopting this resolution ensures the continuity of essential projects and prevents the loss of existing budget authority.

Strategic Plan Goal(s):

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.
- Goal No. 3 Economic and Downtown Development: Improve the local economy, support local businesses, and create a vibrant downtown core.
- Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.
- Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING CARRYOVER APPROPRIATIONS FROM THE FISCAL YEAR 2024-2025 OPERATING EXPENDITURE BUDGET AND CAPITAL IMPROVEMENT PLAN BUDGET, AMENDING THE FISCAL YEAR 2025-2026 BUDGET.

(7) **CONSENT CALENDAR**

The following Consent Calendar items are expected to be routine and non-controversial. Items will be acted upon by the Council at one time without discussion. Any item may be removed by a Council Member for discussion.

- a. PUBLIC WORKS CONTRACT WITH WESTOVER CONTROLS CORPORATION FOR THE POLICE DEPARTMENT HVAC UPGRADES

Summary:

The HVAC system at the Police Department has experienced persistent operational problems over the past two years, including temperature regulation failures, fluctuating humidity levels, and reduced efficiency. The Public Works staff and the City's Information Technology consultants have conducted interim maintenance that has sustained limited functionality; however, these efforts cannot maintain long-term reliability. Staff reached out to City's current on-call contractors to solicit proposals to address the system's issues. Each company offered complete system replacement, which would have required the removal and replacement of both the controls and equipment at a significantly higher cost. Westover Controls Corporation, the original installer of record, evaluated the system and submitted a proposal to provide and install a retrofit solution for this project.

Westover is uniquely qualified to perform this work, as the only contractor with direct knowledge of the system. Awarding the contract to Westover would ensure timely resolution and protect operational continuity at this 24/7 essential public safety facility. Following a comprehensive review of the required services, staff recommends the City Council award a sole-source contract to Westover Controls Corporation pursuant to Signal Hill Municipal Code Section 3.20.120, which permits the City Council to authorize a contract without competitive bidding when a vendor possesses the unique qualifications and specialized expertise necessary to perform the work. If approved by the City Council, the HVAC upgrades at the Police Department would begin in September 2025, with completion anticipated by December 2025.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 4 Infrastructure: Maintain and improve the City's physical

infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager to enter into a Public Works Contract with Westover Controls Corporation, for a term of 90 calendar days in the amount of \$74,924.96, for the Police Department HVAC system upgrade.
2. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-26.

b. SCHEDULE OF INVESTMENTS AND MONTHLY TRANSACTION REPORT

Summary:

The Schedule of Investments is a listing of funds invested for both the City and the Successor Agency to the former Signal Hill Redevelopment Agency as of the date shown in the report. The monthly transaction report provides a list of the changes in investments for the prior month.

Strategic Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Receive and file.

c. WARRANT REGISTER PRESENTED SEPTEMBER 23, 2025

Summary:

The Warrant Register is a listing of all general disbursements issued since the prior warrant register and are requested to be approved by the City Council.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Authorize payment of the Warrant Register presented September 23, 2025.

d. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of September 9, 2025.

Strategic Plan Goal(s):

Goal No. 5. High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Approve the meeting minutes.

(8) COUNCIL AGENDA--NEW BUSINESS

COUNCIL MEMBER WOODS
COUNCIL MEMBER HONEYCUTT
COUNCIL MEMBER COPELAND
VICE MAYOR HANSEN
MAYOR JONES

(9) ADJOURNMENT

Tonight's meeting will be adjourned to the next Regular meeting of the Signal Hill City Council to be held on Tuesday, October 14, 2025, at 7:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

PUBLIC PARTICIPATION

Routine matters are handled most quickly and efficiently if contact is made with the City department directly concerned. However, if you would like to request that a matter be presented for City Council consideration, you may do so by writing to the City Council, City Clerk, or City Manager. The deadline for agenda items is 12 noon on the Tuesday preceding the Council and Agency meetings. The complete agenda, including back up materials, is available on the City website on the Friday preceding the meeting.

If you need special assistance beyond what is normally provided to participate in City meetings, the City will attempt to accommodate you in every reasonable manner. Please call the City Clerk's office at (562) 989-7305 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.



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STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: ALFA LOPEZ
ASSISTANT TO THE CITY MANAGER/ECONOMIC DEVELOPMENT MANAGER**

SUBJECT: 2025 SIGNAL HILL LEADERSHIP ACADEMY PARTICIPANT RECOGNITION

Summary:

Mayor Jones will present certificates to the 2025 Signal Hill Leadership Academy graduates.



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**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

SUBJECT: PRESENTATION - AMERICAN UNIVERSITY OF HEALTH SCIENCES

Summary:

Student representatives from the American University of Health Sciences will provide a presentation on obesity in children.



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CITY MANAGER**

**BY: ALFA LOPEZ
ASSISTANT TO THE CITY MANAGER/
ECONOMIC DEVELOPMENT MANAGER**

SUBJECT: ECONOMIC DEVELOPMENT SHOP LOCAL UPDATE

Summary:

Shop Local programs increase visibility for Signal Hill businesses and foster a vibrant business community, supporting the City's Strategic Plan to enhance the local economy and strengthen the downtown core. In November 2024, the City Council approved a new Shop Local Program in partnership with BluDot Technologies Incorporated to support small businesses. The City Council allocated \$10,000 for the Open Rewards app, which offers customers a 20% reward on purchases at participating Signal Hill businesses. Customers are able to redeem these rewards on future purchases at local businesses. Staff will present an update regarding the Open Rewards program, including analytics and observations from its initial implementation.

Strategic Plan Goal(s):

Goal No. 3 Economic & Downtown Development: Improve the local economy, support local businesses, and create a vibrant downtown core.

Recommendation:

Receive and file.

Fiscal Impact:

There is no fiscal impact with the recommended action. As part of the FY 2025-26 budget process, the City Council approved a decision packet that included a \$10,000 appropriation to continue supporting and expanding the Open Rewards program.

Background:

The Shop Local Program was created to stimulate and track economic activity by encouraging residents and the broader community to support Signal Hill businesses. To launch the program, staff recommended the BluDot Technologies Open Rewards Program, a cash-back incentive, launched during the 2024 holiday season, to reward shoppers for spending locally. The City established an initial \$10,000 Reward Sponsorship, funding a 20% cash-back reward on purchases made at any Signal Hill eatery. Any unused funds at the end of the promotional period, June 30, 2025, would be refunded to the City. In addition to the holiday incentive, the City developed a year-round Shop Local campaign that included a new logo to brand and promote Signal Hill businesses. This branding has been consistently used across outreach and marketing efforts to encourage residents and visitors to shop and dine locally.

These efforts align with the City's Strategic Plan for economic development by supporting local businesses year-round, strengthening ties between businesses, residents, and surrounding communities in partnership with the Chamber of Commerce, and enhancing downtown vibrancy while fostering long-term economic resilience. Collectively, these initiatives reflect community values while advancing the City's goals of supporting local commerce and building a sustainable economy.

The Shop Local Program success evaluation, outlined in the following section, is performed using both quantitative data, such as participation rates and spending levels, and qualitative insights, including community feedback and business engagement. These metrics have been used to guide program improvements and inform future initiatives, with the pilot program to be evaluated through June 30, 2025.

Analysis:

Signal Hill continues to lead innovative programs that support local businesses and reward customers for shopping locally. The Open Rewards program has already grown to more than 1,400 registered users, with 41 local eateries currently participating. These initiatives are designed to be simple to use while effectively keeping dollars circulating within the community.

To measure the success of the Shop Local incentive program, staff utilized the app's built-in tracking capabilities. These tools enabled the City to track key metrics, including total purchases through the app, average transaction values, the number of participating businesses, and community member engagement rates. These metrics reflect the program's impact on the local economy, business participation, and community engagement. Some of the key metrics of the program are as follows:

- **Rewards Distributions:** The rewards distribution percentage was 100%. Users fully redeemed the initial \$10,000 sponsorship by June 30, 2025.
- **Customer Participation:** During the first seven months of the program, 1,402 users engaged with the program; the current number of users is 1,670.
- **Business Participation:** There are 41 businesses participating in the program.
- **Economic Impact:** To date, the program has generated \$73,694 in total economic activity.
- **Return on Investment:** The program has achieved a return seven times the initial amount for

local businesses.

- **New Business Engagement:** During the launch of the program, five new businesses were established in Signal Hill. This program allowed staff to introduce the Open Rewards program and welcome the new businesses with a new way to market to customers. The new businesses include Jersey Mike's Subs, Knead Donuts & Tea, Mia's Café and Brunch, Tacos El Goloso, and Tanuki Curry House.
- **App Engagement Tools:** The app capabilities were expanded to include instant customer surveys and notification tools. When asked if the Open Rewards influenced the customers' decision to shop locally, 94% responded yes. Using the Notification Alert functions, staff sent alerts via email and SMS to announce the newly opened restaurants and grand openings.
- **Community Engagement:** To increase visibility and community engagement, staff hosted pop-up booths at various City events, including Trunk or Treat, the Summer Concerts in the Park series, and Movies in the Park. These events enabled staff to connect with the community, answer questions, and encourage participation.
- **Business Engagement:** A valuable outcome has been the interest from non-eatery businesses in participating by encouraging their own employees to support Shop Local. Many expressed a desire to give back to the community while strengthening local economic ties.

Vehicle Purchase Incentive Pilot

Audi Fletcher Jones recently explored ways to participate in the City of Signal Hill's Open Rewards program, which encourages people to shop locally. Those conversations sparked a broader partnership with BluDot, leading to the development of a separate, dealership-specific rewards program. Unlike the citywide Open Rewards initiative, this new program, scheduled to launch in October, is exclusive to vehicle purchases and designed specifically to support Signal Hill auto dealerships. This program runs alongside, but is distinct from, the City's Open Rewards campaign, highlighting how local businesses can build on the City's efforts with tailored incentives of their own.

Through the partnership, Audi Fletcher Jones will offer up to \$3,500 in rewards to encourage purchases and leases. Buyers will receive instant cashback from the Open Rewards app as follows:

- \$175 for each new car purchase or lease
- \$100 for each used car purchase

The launch of the Audi Fletcher Jones rewards program marks an important step in integrating dealership incentives into the broader Shop Local framework. By utilizing the Open Rewards app, the initiative maintains a clear connection to the City's existing program while offering unique benefits tailored to the auto industry. This integration ensures a seamless user experience for customers, who can access both citywide and dealership-specific rewards through a single platform.

To maximize impact, the City, BluDot, and Audi Fletcher Jones will collaborate on a coordinated marketing campaign. Outreach will include digital promotions, dealership materials, and citywide communications that highlight how customers can benefit from supporting local auto dealerships. These efforts are designed to strengthen awareness, drive participation, and reinforce the value of

shopping local at every level, from small businesses to major employers.

Looking ahead, the City and BluDot are exploring opportunities to expand this model with additional Signal Hill dealerships. By engaging more auto retailers, the program can extend its reach, increase the value of rewards available to customers, and generate even greater economic benefits for the community. Each new partnership builds on the momentum of the Shop Local Program, demonstrating how public-private collaboration can fuel long-term economic vitality while delivering direct value back to residents.

Conclusion

The Shop Local Program continues to demonstrate its value as more than just an economic initiative. Beyond measurable outcomes, the Shop Local program has strengthened community pride, generated positive word-of-mouth, and deepened relationships between the community and local businesses, intangible benefits that are vital to the program's long-term success.

By rewarding participation and fostering lasting engagement, the program has delivered strong results for small businesses while setting the stage for innovative expansions such as the upcoming auto dealer partnership with Audi Fletcher Jones. Through incentives such as Open Rewards and new dealership-specific rewards, the City is building momentum toward sustained economic vitality.

Because all rewards are redeemed exclusively within Signal Hill, every transaction creates a multiplier effect that supports local businesses, strengthens sales tax revenue, and allows the City to reinvest in community priorities such as public safety, park improvements, and quality-of-life enhancements. Together, these efforts demonstrate how public-private collaboration, creative incentive design, and community support can drive both economic growth and shared civic pride, ensuring the program's continued success well into the future.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachment:

None



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9/23/2025

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Goal No. 3 Economic & Downtown Development: Improve the local economy, support local businesses, and create a vibrant downtown core.

Recommendation:

Receive and file.

Fiscal Impact:

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Background:

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These efforts align with the City's Strategic Plan for economic development by supporting local businesses year-round, strengthening ties between businesses, residents, and surrounding communities in partnership with the Chamber of Commerce, and enhancing downtown vibrancy while fostering long-term economic resilience. Collectively, these initiatives reflect community values while advancing the City's goals of supporting local commerce and building a sustainable economy.

The Shop Local Program success evaluation, outlined in the following section, is performed using both quantitative data, such as participation rates and spending levels, and qualitative insights, including community feedback and business engagement. These metrics have been used to guide program improvements and inform future initiatives, with the pilot program to be evaluated through June 30, 2025.

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- **Business Engagement:** A valuable outcome has been the interest from non-eatery businesses in participating by encouraging their own employees to support Shop Local. Many expressed a desire to give back to the community while strengthening local economic ties.

Vehicle Purchase Incentive Pilot

Audi Fletcher Jones recently explored ways to participate in the City of Signal Hill's Open Rewards program, which encourages people to shop locally. Those conversations sparked a broader partnership with BluDot, leading to the development of a separate, dealership-specific rewards program. Unlike the citywide Open Rewards initiative, this new program, scheduled to launch in October, is exclusive to vehicle purchases and designed specifically to support Signal Hill auto dealerships. This program runs alongside, but is distinct from, the City's Open Rewards campaign, highlighting how local businesses can build on the City's efforts with tailored incentives of their own.

Through the partnership, Audi Fletcher Jones will offer up to \$3,500 in rewards to encourage purchases and leases. Buyers will receive instant cashback from the Open Rewards app as follows:

- \$175 for each new car purchase or lease
- \$100 for each used car purchase

The launch of the Audi Fletcher Jones rewards program marks an important step in integrating dealership incentives into the broader Shop Local framework. By utilizing the Open Rewards app, the initiative maintains a clear connection to the City's existing program while offering unique benefits tailored to the auto industry. This integration ensures a seamless user experience for customers, who can access both citywide and dealership-specific rewards through a single platform.

To maximize impact, the City, BluDot, and Audi Fletcher Jones will collaborate on a coordinated marketing campaign. Outreach will include digital promotions, dealership materials, and citywide communications that highlight how customers can benefit from supporting local auto dealerships. These efforts are designed to strengthen awareness, drive participation, and reinforce the value of

shopping local at every level, from small businesses to major employers.

Looking ahead, the City and BluDot are exploring opportunities to expand this model with additional Signal Hill dealerships. By engaging more auto retailers, the program can extend its reach, increase the value of rewards available to customers, and generate even greater economic benefits for the community. Each new partnership builds on the momentum of the Shop Local Program, demonstrating how public-private collaboration can fuel long-term economic vitality while delivering direct value back to residents.

Conclusion

The Shop Local Program continues to demonstrate its value as more than just an economic initiative. Beyond measurable outcomes, the Shop Local program has strengthened community pride, generated positive word-of-mouth, and deepened relationships between the community and local businesses, intangible benefits that are vital to the program's long-term success.

By rewarding participation and fostering lasting engagement, the program has delivered strong results for small businesses while setting the stage for innovative expansions such as the upcoming auto dealer partnership with Audi Fletcher Jones. Through incentives such as Open Rewards and new dealership-specific rewards, the City is building momentum toward sustained economic vitality.

Because all rewards are redeemed exclusively within Signal Hill, every transaction creates a multiplier effect that supports local businesses, strengthens sales tax revenue, and allows the City to reinvest in community priorities such as public safety, park improvements, and quality-of-life enhancements. Together, these efforts demonstrate how public-private collaboration, creative incentive design, and community support can drive both economic growth and shared civic pride, ensuring the program's continued success well into the future.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachment:

None



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

SUBJECT: VERIFICATION OF QUORUM/SCHEDULE OF MEETINGS - NOVEMBER & DECEMBER 2025

Summary:

Staff is seeking verification regarding whether a quorum will be present for the regular City Council meetings of November 25, 2025 and December 23, 2025 due to potential scheduling conflicts with the holiday season. Staff is also seeking direction to cancel or reschedule the meeting of Tuesday, November 11, 2025 due to Veterans Day, a federally recognized holiday which the City also observes. Staff recommends holding one meeting each month to conduct regular City business.

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Staff recommends the City Council determine whether a quorum of the City Council will be present for the regular meetings of November 25, 2025 and December 23, 2025, and provide direction to staff to either reschedule or cancel the meeting of November 11, 2025, due the Veterans Day holiday. Staff recommends holding one meeting each month to conduct regular City business.

Fiscal Impact:

There is no fiscal impact associated with the recommended action. The Finance Department will process warrants prior to these meeting dates and present these for approval to the City Council at a subsequent meeting.

Background:

The City Council typically meets on the second and fourth Tuesday of each month, unless otherwise

determined by the City Council. Historically, the City Council has cancelled the second meetings of November and December due to the Thanksgiving and Christmas holidays, respectively, which typically land on or near the scheduled meeting dates in each month. This year, the Veterans Day holiday falls on the same day as a Regular meeting day of the City Council on Tuesday, November 11, 2025.

Section 310 of the City Charter states, “three members of the city council shall constitute a quorum to do business”. Staff is seeking verification whether a quorum will be present for these meetings. If no quorum is present, or the City Council desires, the City Council may direct staff to cancel or reschedule either or both of these meetings.

Analysis:

The first Regular meeting of the City Council in November is scheduled for Tuesday, November 11, 2025, which is a City holiday in recognition of Veterans Day. The second regularly scheduled meeting in November is November 25, 2025, which is during Thanksgiving week. The second meeting in December is scheduled for December 23, 2025, which is during the week of Christmas.

The City Council may cancel or reschedule the first meeting of November since it falls on a City observed holiday and keep the Regular meeting of the City Council on Tuesday, November 25, 2025 if it is determined that a quorum of the City Council will be present.

Due to potential conflicts with the winter holiday season, staff is recommending the City Council cancel the second regularly scheduled City Council meeting in December 2025.

Staff has reviewed possible agenda items for upcoming meetings in November and December and determined there is a need to schedule one meeting in November and one meeting in December to conduct regular City business. For November, staff recommends either keeping the meeting of November 25, 2025, provided there is a City Council quorum, or scheduling a new meeting prior to this date. In December, staff recommends keeping the meeting of December 9, 2025, on the City’s regular schedule, and cancelling the meeting of December 23, 2025.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachment:

None



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

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Reviewed for Fiscal Impact:

Siamlu Cox

Attachment:

None



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

SUBJECT: MASTER AGREEMENTS WITH THE DEPARTMENT OF TRANSPORTATION FOR THE WILLOW STREET AND CHERRY AVENUE CORRIDORS COLLISION REDUCTION PROJECT AND THE CITYWIDE TRANSPORTATION SAFETY ENHANCEMENT PROJECT; HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 GRANT FUNDING

Summary:

The Highway Safety Improvement Program (HSIP) is a federally funded program administered by the California Department of Transportation (Caltrans) that provides local agencies with funding for projects aimed at reducing traffic-related fatalities and serious injuries. In September 2024, the Public Works Department submitted two HSIP Cycle 12 grant applications: the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project. In February 2025, Caltrans awarded the City \$1,082,450 in HSIP State funds for the Willow Street and Cherry Avenue Corridors Collision Reduction Project and \$2,719,980 in HSIP Federal funds for the Citywide Transportation Safety Enhancement Project.

The Willow Street and Cherry Avenue Corridors Collision Reduction Project includes updating signal timing, coordinating the operation of 15 signalized intersections, and constructing and integrating a fiber-optic communication network. The Citywide Transportation Safety Enhancement Project consists of upgrading existing signals to provide protected left-turn phasing at eight intersections, improving traffic signal visibility at three intersections, and installing pedestrian countdown heads to enhance safety for all modes of travel. Staff recommends the City Council approve the proposed two Master Agreements with Caltrans and adopt two resolutions necessary to execute documents to receive and utilize HSIP Cycle 12 funds for both projects.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager, or his designee, to enter into a Master Agreement with the Department of Transportation for project funding in the amount of \$1,082,450 for the Willow Street and Cherry Avenue Corridors Collision Reduction Project.
2. Authorize the City Manager, or his designee, to enter into a Master Agreement with the Department of Transportation for project funding in the amount of \$2,719,980 for Citywide Transportation Enhancement Project.
3. Adopt a Resolution, entitled:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS TO RECEIVE AND EXPEND HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 AWARDED FUNDS FOR THE WILLOW STREET AND CHERRY AVENUE CORRIDORS COLLISION REDUCTION PROJECT.

4. Adopt a Resolution, entitled:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS TO RECEIVE AND EXPEND FEDERAL HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 AWARDED FUNDS FOR THE CITYWIDE TRANSPORTATION SAFETY ENHANCEMENT PROJECT.

Fiscal Impact:

The City secured HSIP grant funding for both the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project. During the planning stage, the City consolidated these projects under the City's Fiscal Year (FY) 2025-26 Capital Improvement Program (CIP) as the Citywide Transportation Safety Enhancement Project (Project No. 90.24011) for grant procurement purposes. Moving forward, staff would track the projects individually as the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project. The revised titles reflect the expanded scope and are consistent with the grant award title.

The Willow Street and Cherry Avenue Corridors Collision Reduction Project totals \$2,164,900. Caltrans awarded \$1,082,450 in HSIP State funds, which require a 50% local match. The City will satisfy this match with \$1,082,450 in non-matching Metro funds, ensuring no additional City funds are required.

The Citywide Transportation Safety Enhancement Project totals \$3,022,200. Caltrans awarded \$2,719,980 in HSIP Federal funds, which require a 10% local match. The City would cover this match with \$302,220 in non-matching Metro funds, without drawing on City reserves. Together, the two projects represent a \$5,187,100 investment in citywide traffic safety improvements, fully primarily funded through HSIP grants and Metro Measure R allocations.

Background:

In 2019, Senate Bill 137 added Section 182.85 to the Streets and Highways Code to allow Caltrans to exchange up to \$100 million of federal local assistance funds for non-federal State Highway Account funds. Cities, counties, and other eligible groups must use the funds for the same types of projects as the federal funds, supporting national transportation goals and meeting legislative intent. This change allowed agencies to use state funds for specific HSIP projects. The agencies receiving HSIP funds must apply the funds toward safety improvements on public roads or publicly owned bicycle and pedestrian pathways or trails.

Willow Street and Cherry Avenue serve as key transportation corridors for vehicles and pedestrians. The Willow Street Corridor extends from California Avenue to Temple Avenue, and the Cherry Avenue Corridor runs from Spring Street to 20th Street. Traffic signal upgrades along these corridors play a critical role in reducing collisions and improving safety citywide. The City developed the Willow Street and Cherry Avenue Corridors Collision Reduction Project through a comprehensive, data-driven evaluation of the roadway network, as outlined in the LRSP, the improvements include traffic signal synchronization, enhanced sign safety and visibility, and signal timing upgrades. The Citywide Transportation Safety Enhancement Project builds upon the Willow Street and Cherry Avenue Corridors Collision Reduction Project and addresses a range of traffic and safety improvement opportunities throughout the City.

In September 2024, the Public Works Department submitted two HSIP Cycle 12 funding applications to Caltrans as part of its ongoing efforts to secure external funding for critical transportation safety projects. City staff prepared both applications in collaboration with LandCM Consulting Group, the City's on-call grant consultant, to ensure that the grant objectives were aligned with the City's Local Roadway Safety Plan and Senate Bill 137.

Analysis:

The Willow Street and Cherry Avenue Corridors Collision Reduction Project aims to enhance safety for both drivers and pedestrians along Willow Street from California Avenue to Temple Avenue and Cherry Avenue from Spring Street to 20th Street. This project would upgrade signal coordination and communication systems by linking traffic signals through a fiber optic network. This connection would enable real-time monitoring and improved coordination, helping to reduce rear-end and sideswipe collisions while enhancing traffic flow. The project would implement enhanced signal timing to alleviate congestion and facilitate smoother traffic movement. Several intersections would receive hardware upgrades, including new signal heads and retroreflective backplates, making signals more visible and reducing the likelihood of right-angle and rear-end crashes. In addition, pedestrian safety would improve through clocked countdown signals and more distinct crosswalk markings, thereby lowering potential vehicle-pedestrian collisions and protecting pedestrians and bicyclists. The initiative would upgrade key traffic signal locations as part of the City's broader safety strategy.

The Citywide Transportation Safety Enhancement Project complements these efforts by targeting 11 additional high-collision intersections across Signal Hill. This project includes installing protected left-turn phasing at eight intersections, enhancing traffic signal visibility at three intersections, and adding pedestrian countdown signal heads at 18 approaches. These systemic improvements would increase driver awareness, minimize turning conflicts, and create safer pedestrian crossing opportunities throughout the City. Together, both projects address corridor-specific needs and overall risks identified in the LRSP.

In February 2025, Caltrans awarded the City \$1,082,450 in HSIP Cycle 12 State funds for the Willow Street and Cherry Avenue Corridors Collision Reduction Project, requiring a 50% local match. The City proposes to meet this requirement using \$1,082,450 in non-matching Metro funds. Additionally, Caltrans granted \$2,719,980 in HSIP Federal funds for the Citywide Transportation Safety Enhancement Project, which also requires a local match of 10%. The City proposes covering this match with \$302,220 in non-matching Metro funds.

Together, the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project represent a significant investment in roadway safety throughout Signal Hill. Both projects advance the City's long-term traffic safety objectives, align with state and federal safety performance goals, and directly support implementation of the LRSP.

Upon City Council approval, the City Manager or his designee would proceed to execute the two Master Agreements with the Department of Transportation for project funding in the amounts of \$1,082,450 and \$2,719,980 respectively. Approval would also enable the City to execute routine invoices and grant administrative documents through each phase of the projects. If approved by the City Council, staff would advertise for consultant design services and begin the design phase in December 2025.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. HSIP Program Agreement - State
- B. HSIP Program Agreement - Federal
- C. Resolution - State
- D. Resolution - Federal

PROGRAM SUPPLEMENT NO. 00000A816
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 07-5262S21

Adv. Project ID 0725000298
Date: July 21, 2025
Location: 07-LA-0-SIGH
Project Number: HSIPSL-5262(013)
E.A. Number:
Locode: 5262

This Program Supplement, effective _____, hereby adopts and incorporates into the Administering Agency-State Agreement No. 07-5262S21 for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 07/16/2024 and is subject to all the terms and conditions thereof. This PROGRAM SUPPLEMENT is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the ADMINISTERING AGENCY on _____ (See copy attached).

The ADMINISTERING AGENCY further stipulates that as a condition to the payment by the State of any funds derived from sources noted below encumbered to this project, Administering Agency accepts and will comply with the Special Covenants and remarks set forth on the following pages.

PROJECT LOCATION: Willow Street from California Avenue to Temple Ave and Cherry Ave from Spring St to 20th Street.

TYPE OF WORK: Install signal coordination, signal head improvements, pedestrian countdown heads and signs. **LENGTH:** 0.0(MILES)

Estimated Cost	State Funds		Matching Funds		
	STATE		LOCAL		OTHER
\$305,000.00		\$152,500.00	\$152,500.00		\$0.00

CITY OF SIGNAL HILL

By _____
 Title _____
 Date _____
 Attest _____

STATE OF CALIFORNIA
Department of Transportation

By _____
Chief, Office of Project Management Oversight
Division of Local Assistance
 Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer Helga Siu **Date** 07/25/25 \$152,500.00

SPECIAL COVENANTS OR REMARKS

1. A. This PROJECT has received STATE funds from Highway Safety Improvement Program (HSIP). The ADMINISTERING AGENCY agrees to administer the PROJECT in accordance with the Highway Safety Improvement Program (HSIP) Guidelines, the Local Assistance Procedures Manual (LAPM), the Local Assistance Program Guidelines (LAPG), and this PROGRAM SUPPLEMENT.

B. The STATE funds for this PROJECT may be provided under one or more phases, which are Preliminary Engineering (PE), Right-of-Way (R/W) and Construction (Con).

A phase-specific fund allocation is required, in addition to other requirements, before reimbursable work can occur for the phase identified. Each allocation will be assigned an effective date and identify the amount of funds allocated per phase. Unless otherwise determined, the effective date of the phase-specific allocation will constitute the start of reimbursable expenditures for the phase. The STATE funds available for reimbursement will be limited to the amount allocated by the STATE for the phase.

C. At the time of the first fund allocation approval for the Project, this PROGRAM SUPPLEMENT, a STATE-approved Allocation Letter and STATE Finance Letter are prepared to allow reimbursement of eligible PROJECT expenditures for the phase allocated.

D. STATE and ADMINISTERING AGENCY agree that any additional fund allocations made after the execution of this PROGRAM SUPPLEMENT, for the phase that has been authorized in the first fund allocation approval or for a new phase, will be encumbered on this PROJECT by use of a STATE-approved Allocation Letter and a STATE Finance Letter and are subject to the terms and conditions thereof.

E. This PROJECT is subject to the delivery requirements enacted by the HSIP guidelines. The delivery requirements may be accessed at: <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/highway-safety-improvement-program/delivery-requirements-status-approved-projects>.

F. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer immediately after project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract. Failure to do so will cause a delay in the State processing of invoices for the construction phase.

G. The ADMINISTERING AGENCY shall invoice STATE for PE, R/W and CON costs no later than 180 days after the end of expenditure the phase. For construction costs, the ADMINISTERING AGENCY has 180 days after project completion or contract acceptance to make the final payment to the contractor, prepare the final Report of Expenditures and final invoice, and submit to STATE for verification and

SPECIAL COVENANTS OR REMARKS

payment.

H. ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current LAPM provisions.

I. ADMINISTERING AGENCY agrees to comply with the requirements in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (applicable to Federal and State Funded Projects).

J. By executing this PROGRAM SUPPLEMENT, ADMINISTERING AGENCY agrees to provide the STATE, upon request, with the information related to the PROJECT for the purpose of project evaluation or other purposes.

K. The ADMINISTERING AGENCY shall construct the PROJECT in accordance with the scope of work presented in the application and approved by the State. Any changes to the approved PROJECT scope without the prior expressed approval of the State are ineligible for reimbursement and may result in the entire PROJECT becoming ineligible for reimbursement.

PROGRAM SUPPLEMENT NO. F006
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR FEDERAL-AID PROJECTS NO 07-5262F15

Adv. Project ID
 0725000297

Date: August 26, 2025
Location: 07-LA-0-SIGH
Project Number: HSIPL-5262(012)
E.A. Number:
Locode: 5262

This Program Supplement hereby adopts and incorporates the Administering Agency-State Agreement for Federal Aid which was entered into between the Administering Agency and the State on 08/31/2021 and is subject to all the terms and conditions thereof. This Program Supplement is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the Administering Agency on _____ (See copy attached).

The Administering Agency further stipulates that as a condition to the payment by the State of any funds derived from sources noted below obligated to this PROJECT, the Administering Agency accepts and will comply with the special covenants or remarks set forth on the following pages.

PROJECT LOCATION: 11 Signalized intersections
 Upgrade signals to provide protected left turn phasing at 8 intersections, upgrade signal visibility at 3 signals, and provide pedestrian countdownheads

TYPE OF WORK: Upgrade Signals **LENGTH:** 0.0(MILES)

Estimated Cost	Federal Funds		Matching Funds		
			LOCAL		OTHER
\$200,000.00	ZS30	\$180,000.00	\$20,000.00		\$0.00

CITY OF SIGNAL HILL

By _____
 Title _____
 Date _____
 Attest _____

STATE OF CALIFORNIA
Department of Transportation

By _____
Chief, Office of Project Management Oversight
Division of Local Assistance
 Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer Helga Siu **Date** 8/26/2025 \$180,000.00

SPECIAL COVENANTS OR REMARKS

1.
 - A. The ADMINISTERING AGENCY will advertise, award and administer this project in accordance with the current published Local Assistance Procedures Manual.
 - B. ADMINISTERING AGENCY agrees that it will only proceed with work authorized for specific phase(s) with an "Authorization to Proceed" and will not proceed with future phase(s) of this project prior to receiving an "Authorization to Proceed" from the STATE for that phase(s) unless no further State or Federal funds are needed for those future phase(s).
 - C. STATE and ADMINISTERING AGENCY agree that any additional funds which might be made available by future Federal obligations will be encumbered on this PROJECT by use of a STATE-approved "Authorization to Proceed" and Finance Letter. ADMINISTERING AGENCY agrees that Federal funds available for reimbursement will be limited to the amounts obligated by the Federal Highway Administration.
 - D. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer within 60 days of project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract.

Failure to do so will cause a delay in the State processing invoices for the construction phase. Attention is directed to Section 15.6 "Award Package" of the Local Assistance Procedures Manual.

E. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumbrances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

SPECIAL COVENANTS OR REMARKS

F. Administering Agency shall not discriminate on the basis of race, religion, age, disability, color, national origin, or sex in the award and performance of any Federal-assisted contract or in the administration of its DBE Program Implementation Agreement. The Administering Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Federal-assisted contracts. The Administering Agency's DBE Implementation Agreement is incorporated by reference in this Agreement. Implementation of the DBE Implementation Agreement, including but not limited to timely reporting of DBE commitments and utilization, is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Administering Agency of its failure to carry out its DBE Implementation Agreement, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

G. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

H. As a condition for receiving federal-aid highway funds for the PROJECT, the Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Exclusion List. Exclusions can be found at www.sam.gov.

SPECIAL COVENANTS OR REMARKS

2.
 - A. ADMINISTERING AGENCY shall conform to all State statutes, regulations and procedures (including those set forth in the Local Assistance Procedures Manual and the Local Assistance Program Guidelines, hereafter collectively referred to as "LOCAL ASSISTANCE PROCEDURES") relating to the federal-aid program, all Title 23 Code of Federal Regulation (CFR) and 2 CFR Part 200 federal requirements, and all applicable federal laws, regulations, and policy and procedural or instructional memoranda, unless otherwise specifically waived as designated in the executed project-specific PROGRAM SUPPLEMENT.
 - B. Invoices shall be formatted in accordance with LOCAL ASSISTANCE PROCEDURES.
 - C. ADMINISTERING AGENCY must have at least one copy of supporting backup documentation for costs incurred and claimed for reimbursement by ADMINISTERING AGENCY. ADMINISTERING AGENCY agrees to submit supporting backup documentation with invoices if requested by State. Acceptable backup documentation includes, but is not limited to, agency's progress payment to the contractors, copies of cancelled checks showing amounts made payable to vendors and contractors, and/or a computerized summary of PROJECT costs.
 - D. Indirect Cost Allocation Plan/Indirect Cost Rate Proposals (ICAP/ICRP), Central Service Cost Allocation Plans and related documentation are to be prepared and provided to STATE (Caltrans Audits & Investigations) for review and approval prior to ADMINISTERING AGENCY seeking reimbursement of indirect costs incurred within each fiscal year being claimed for State and federal reimbursement. ICAPs/ICRPs must be prepared in accordance with the requirements set forth in 2 CFR, Part 200, Chapter 5 of the Local Assistance Procedural Manual, and the ICAP/ICRP approval procedures established by STATE.
 - E. STATE will withhold the greater of either two (2) percent of the total of all federal funds encumbered for each PROGRAM SUPPLEMENT or \$40,000 until ADMINISTERING AGENCY submits the Final Report of Expenditures for each completed PROGRAM SUPPLEMENT PROJECT.
 - F. Payments to ADMINISTERING AGENCY for PROJECT-related travel and subsistence (per diem) expenses of ADMINISTERING AGENCY forces and its contractors and subcontractors claimed for reimbursement or as local match credit shall not exceed rates authorized to be paid rank and file STATE employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced by ADMINISTERING AGENCY are in excess of DPA rates, ADMINISTERING AGENCY is responsible for the cost difference, and any overpayments inadvertently paid by STATE shall be reimbursed to STATE by ADMINISTERING AGENCY on demand within thirty (30) days of such invoice.

SPECIAL COVENANTS OR REMARKS

G. ADMINISTERING AGENCY agrees to comply with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards.

H. ADMINISTERING AGENCY agrees, and will assure that its contractors and subcontractors will be obligated to agree, that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual PROJECT cost items.

I. Every sub-recipient receiving PROJECT funds under this AGREEMENT shall comply with 2 CFR, Part 200, 23 CFR, 48 CFR Chapter 1, Part 31, Local Assistance Procedures, Public Contract Code (PCC) 10300-10334 (procurement of goods), PCC 10335-10381 (non-A&E services), and other applicable STATE and FEDERAL regulations.

J. Any PROJECT costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, 23 CFR, 48 CFR, Chapter 1, Part 31, and other applicable STATE and FEDERAL regulations, are subject to repayment by ADMINISTERING AGENCY to STATE.

K. STATE reserves the right to conduct technical and financial audits of PROJECT WORK and records and ADMINISTERING AGENCY agrees, and shall require its contractors and subcontractors to agree, to cooperate with STATE by making all appropriate and relevant PROJECT records available for audit and copying as required by the following paragraph:

ADMINISTERING AGENCY, ADMINISTERING AGENCY'S contractors and subcontractors, and STATE shall each maintain and make available for inspection and audit by STATE, the California State Auditor, or any duly authorized representative of STATE or the United States all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts and ADMINISTERING AGENCY shall furnish copies thereof if requested. All of the above referenced parties shall make such AGREEMENT, PROGRAM SUPPLEMENT, and contract materials available at their respective offices at all reasonable times during the entire PROJECT period and for three (3) years from the date of submission of the final expenditure report by the STATE to the FHWA.

L. ADMINISTERING AGENCY, its contractors and subcontractors shall establish and maintain a financial management system and records that properly accumulate and segregate reasonable, allowable, and allocable incurred PROJECT costs and matching funds by line item for the PROJECT. The financial management system

SPECIAL COVENANTS OR REMARKS

of ADMINISTERING AGENCY, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles, enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices set to or paid by STATE.

M. ADMINISTERING AGENCY is required to have an audit in accordance with the Single Audit Act of 2 CFR 200 if it expends \$750,000 or more in Federal Funds in a single fiscal year of the Catalogue of Federal Domestic Assistance.

N. ADMINISTERING AGENCY agrees to include all PROGRAM SUPPLEMENTS adopting the terms of this AGREEMENT in the schedule of projects to be examined in ADMINISTERING AGENCY's annual audit and in the schedule of projects to be examined under its single audit prepared in accordance with 2 CFR, Part 200.

O. ADMINISTERING AGENCY shall not award a non-A&E contract over \$5,000, construction contracts over \$10,000, or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed under this AGREEMENT without the prior written approval of STATE. Contracts awarded by ADMINISTERING AGENCY, if intended as local match credit, must meet the requirements set forth in this AGREEMENT regarding local match funds.

P. Any subcontract entered into by ADMINISTERING AGENCY as a result of this AGREEMENT shall contain provisions B, C, F, H, I, K, and L under Section 2 of this agreement.

3. Appendix E of the Title VI Assurances (US DOT Order 1050.2A)

During the performance of this agreement, the ADMINISTERING AGENCY, ADMINISTERING AGENCY'S contractors and subcontractor, (hereinafter referred to as the "contractor") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

Pertinent Nondiscrimination Authorities:

A. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.

B. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);

C. Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), (prohibits discrimination on the basis of sex);

D. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as

SPECIAL COVENANTS OR REMARKS

amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;

E. The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);

F. Airport and Airway Improvement Act of 1982, (49 U.S.C. 4 71, Section 4 7123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);

G. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, subrecipients and contractors, whether such programs or activities are Federally funded or not);

H. Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;

I. The Federal Aviation Administration's Nondiscrimination statute (49 U.S.C. 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

J. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

K. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

4. In the event that construction of this project of the initial federal authorization for right of way is not started by the close of the twentieth fiscal year following the fiscal year in which the right of way is authorized, the ADMINISTERING AGENCY shall repay the Federal Highway Administration through Caltrans the sum of Federal funds paid under the terms of this agreement.

Authorizing the ROW phase of a project as Advance Construction does not exempt the project from the provisions of 23 U.S.C. 108(a)(2), and 23 CFR 630.112(c)(1).

RESOLUTION NO. 2025-09-XXXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS TO RECEIVE AND EXPEND HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) CYCLE 12 AWARDED FUNDS FOR THE WILLOW STREET AND CHERRY AVENUE CORRIDORS COLLISION REDUCTION PROJECT

WHEREAS, in 2019, Senate Bill 137 added Section 182.85 to the Streets and Highways Code to allow California Department of Transportation (“Caltrans”) to exchange up to \$100 million of federal local assistance funds for non-federal State Highway Account funds; and

WHEREAS, cities, counties, and other eligible groups must use the funds for the same types of projects as the federal funds such as safety improvement projects to a public road or publicly owned bicycle or pedestrian pathway or trail to support national transportation goals and meet legislative intent; and

WHEREAS, the Local Road and Safety Plan (“LRSP”) of the City of Signal Hill identifies the Willow Street Corridor spanning from California Avenue to Temple Avenue and Cherry Avenue Corridor spanning from Spring Street to 20th Street as key routes for vehicles and pedestrians and high priority signal improvement locations; and

WHEREAS, the City of Signal Hill (the “City”) submitted the Highway Safety Improvement Program (“HSIP”) Cycle 12 application for program funding for the Willow Street and Cherry Avenue Corridors Collision Reduction Project highlighting improvements to 15 intersections, including enhanced signal coordination, upgraded signal heads, pedestrian countdown signals, improved crosswalk markings, and updated roadway signage; and

WHEREAS, the City's Willow Street and Cherry Avenue Corridors Collision Reduction Project was selected by Caltrans to receive \$1,082,450 in HSIP State funds for design and construction, with a 50% local match fund required; and

WHEREAS, the City will use \$1,082,450 in non-matching Metro funds to fulfill the local match requirement; and

WHEREAS, Caltrans requires the governing body of the City of Signal Hill to authorize an execution of a Master Agreement.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The above recitals are true and correct and incorporated herein by reference.

Section 2. The City Council certifies that the City of Signal Hill understands and agrees to the Master Agreement; and

Section 3. The City Council appoints the City Manager or his designee to execute and submit all documents including, but not limited to, applications, agreements, amendments, payment requests, and so forth, which may be to administer the Willow Street and Cherry Avenue Corridors Collision Reduction Project.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 23rd day of September 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA PEREZ
CITY CLERK

Resolution No. 2025-09-XXXX
September 23, 2025
Page 2 of 3

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)ss.
CITY OF SIGNAL HILL)

I, DARITZA PEREZ, City Clerk of the City of Signal Hill, California, hereby certify that the foregoing Resolution No. 2025-09-XXXX was adopted at a regular meeting of the City Council of the City of Signal Hill held on the 23rd day of September, 2025, and that the same was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

DARITZA PEREZ
CITY CLERK

RESOLUTION NO. 2025-09-XXXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS TO RECEIVE AND EXPEND FEDERAL HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 AWARDED FUNDS FOR THE CITYWIDE TRANSPORTATION SAFETY ENHANCEMENT PROJECT

WHEREAS, in 2021 the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), established the Highway Safety Improvement Program (HSIP) as a core federal-aid program to reduce roadway fatalities and serious injuries, with California's Division of Local Assistance (DLA) administering local HSIP funds for infrastructure projects supported by nationally recognized Crash Reduction Factors (CRFs) and selected through data-driven safety analysis.; and

WHEREAS, cities, counties, and other eligible groups must use the funds for the same types of projects as the federal funds such as safety improvement projects to a public road or publicly owned bicycle or pedestrian pathway or trail to support national transportation goals and meet legislative intent; and

WHEREAS, the Local Road and Safety Plan (LRSP) of the City of Signal Hill, identifies the Willow Street Corridor spanning from California Avenue to Temple Avenue and Cherry Avenue Corridor spanning from Spring Street to 20th Street as key routes for vehicles and pedestrians and high priority signal improvement locations; and

WHEREAS, the City of Signal Hill (City) submitted the HSIP Cycle 12 application for program funding for the Citywide Transportation Safety and Enhancement Project highlighting improvements to 11 signalized intersections, including upgrades to provide protected left turn phasing at 8 intersections, signal visibility at 3 signals, and provide pedestrian countdown heads; and

WHEREAS, the City's Citywide Transportation Safety and Enhancement Project was selected by Caltrans to receive \$2,719,980 in HSIP Federal funds for preliminary engineering and construction, with a 10% local match fund required; and

WHEREAS, the City will use \$302,220 in non-matching Metro funds to fulfill the local match requirement; and

WHEREAS, Caltrans requires the governing body of the City of Signal Hill to authorize an execution of a Master Agreement.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The above recitals are true and correct and incorporated herein by reference.

Section 2. The City Council certifies that the City of Signal Hill understands and agrees to the Master Agreement; and

Section 3. The City Council appoints the City Manager or his designee to execute and submit all documents, including, but not limited to, applications, agreements, amendments, payment requests, and so forth, which may be to administer the Federally funded Willow Street and Cherry Avenue Corridors Collision Reduction Project.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 23rd day of September 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA PEREZ
CITY CLERK

Resolution No. 2025-09-XXXX
September 23, 2025
Page 2 of 3

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)ss.
CITY OF SIGNAL HILL)

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, hereby certify that the foregoing Resolution No. 2025-09-XXXX was adopted at a regular meeting of the City Council of the City of Signal Hill held on the 23rd day of September, 2025, and that the same was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

DARITZA PEREZ
CITY CLERK



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

SUBJECT: MASTER AGREEMENTS WITH THE DEPARTMENT OF TRANSPORTATION FOR THE WILLOW STREET AND CHERRY AVENUE CORRIDORS COLLISION REDUCTION PROJECT AND THE CITYWIDE TRANSPORTATION SAFETY ENHANCEMENT PROJECT; HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 GRANT FUNDING

Summary:

The Highway Safety Improvement Program (HSIP) is a federally funded program administered by the California Department of Transportation (Caltrans) that provides local agencies with funding for projects aimed at reducing traffic-related fatalities and serious injuries. In September 2024, the Public Works Department submitted two HSIP Cycle 12 grant applications: the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project. In February 2025, Caltrans awarded the City \$1,082,450 in HSIP State funds for the Willow Street and Cherry Avenue Corridors Collision Reduction Project and \$2,719,980 in HSIP Federal funds for the Citywide Transportation Safety Enhancement Project.

The Willow Street and Cherry Avenue Corridors Collision Reduction Project includes updating signal timing, coordinating the operation of 15 signalized intersections, and constructing and integrating a fiber-optic communication network. The Citywide Transportation Safety Enhancement Project consists of upgrading existing signals to provide protected left-turn phasing at eight intersections, improving traffic signal visibility at three intersections, and installing pedestrian countdown heads to enhance safety for all modes of travel. Staff recommends the City Council approve the proposed two Master Agreements with Caltrans and adopt two resolutions necessary to execute documents to receive and utilize HSIP Cycle 12 funds for both projects.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager, or his designee, to enter into a Master Agreement with the Department of Transportation for project funding in the amount of \$1,082,450 for the Willow Street and Cherry Avenue Corridors Collision Reduction Project.
2. Authorize the City Manager, or his designee, to enter into a Master Agreement with the Department of Transportation for project funding in the amount of \$2,719,980 for Citywide Transportation Enhancement Project.
3. Adopt a Resolution, entitled:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS TO RECEIVE AND EXPEND HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 AWARDED FUNDS FOR THE WILLOW STREET AND CHERRY AVENUE CORRIDORS COLLISION REDUCTION PROJECT.

4. Adopt a Resolution, entitled:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS TO RECEIVE AND EXPEND FEDERAL HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 12 AWARDED FUNDS FOR THE CITYWIDE TRANSPORTATION SAFETY ENHANCEMENT PROJECT.

Fiscal Impact:

The City secured HSIP grant funding for both the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project. During the planning stage, the City consolidated these projects under the City's Fiscal Year (FY) 2025-26 Capital Improvement Program (CIP) as the Citywide Transportation Safety Enhancement Project (Project No. 90.24011) for grant procurement purposes. Moving forward, staff would track the projects individually as the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project. The revised titles reflect the expanded scope and are consistent with the grant award title.

The Willow Street and Cherry Avenue Corridors Collision Reduction Project totals \$2,164,900. Caltrans awarded \$1,082,450 in HSIP State funds, which require a 50% local match. The City will satisfy this match with \$1,082,450 in non-matching Metro funds, ensuring no additional City funds are required.

The Citywide Transportation Safety Enhancement Project totals \$3,022,200. Caltrans awarded \$2,719,980 in HSIP Federal funds, which require a 10% local match. The City would cover this match with \$302,220 in non-matching Metro funds, without drawing on City reserves. Together, the two projects represent a \$5,187,100 investment in citywide traffic safety improvements, fully primarily funded through HSIP grants and Metro Measure R allocations.

Background:

In 2019, Senate Bill 137 added Section 182.85 to the Streets and Highways Code to allow Caltrans to exchange up to \$100 million of federal local assistance funds for non-federal State Highway Account funds. Cities, counties, and other eligible groups must use the funds for the same types of projects as the federal funds, supporting national transportation goals and meeting legislative intent. This change allowed agencies to use state funds for specific HSIP projects. The agencies receiving HSIP funds must apply the funds toward safety improvements on public roads or publicly owned bicycle and pedestrian pathways or trails.

Willow Street and Cherry Avenue serve as key transportation corridors for vehicles and pedestrians. The Willow Street Corridor extends from California Avenue to Temple Avenue, and the Cherry Avenue Corridor runs from Spring Street to 20th Street. Traffic signal upgrades along these corridors play a critical role in reducing collisions and improving safety citywide. The City developed the Willow Street and Cherry Avenue Corridors Collision Reduction Project through a comprehensive, data-driven evaluation of the roadway network, as outlined in the LRSP, the improvements include traffic signal synchronization, enhanced sign safety and visibility, and signal timing upgrades. The Citywide Transportation Safety Enhancement Project builds upon the Willow Street and Cherry Avenue Corridors Collision Reduction Project and addresses a range of traffic and safety improvement opportunities throughout the City.

In September 2024, the Public Works Department submitted two HSIP Cycle 12 funding applications to Caltrans as part of its ongoing efforts to secure external funding for critical transportation safety projects. City staff prepared both applications in collaboration with LandCM Consulting Group, the City's on-call grant consultant, to ensure that the grant objectives were aligned with the City's Local Roadway Safety Plan and Senate Bill 137.

Analysis:

The Willow Street and Cherry Avenue Corridors Collision Reduction Project aims to enhance safety for both drivers and pedestrians along Willow Street from California Avenue to Temple Avenue and Cherry Avenue from Spring Street to 20th Street. This project would upgrade signal coordination and communication systems by linking traffic signals through a fiber optic network. This connection would enable real-time monitoring and improved coordination, helping to reduce rear-end and sideswipe collisions while enhancing traffic flow. The project would implement enhanced signal timing to alleviate congestion and facilitate smoother traffic movement. Several intersections would receive hardware upgrades, including new signal heads and retroreflective backplates, making signals more visible and reducing the likelihood of right-angle and rear-end crashes. In addition, pedestrian safety would improve through clocked countdown signals and more distinct crosswalk markings, thereby lowering potential vehicle-pedestrian collisions and protecting pedestrians and bicyclists. The initiative would upgrade key traffic signal locations as part of the City's broader safety strategy.

The Citywide Transportation Safety Enhancement Project complements these efforts by targeting 11 additional high-collision intersections across Signal Hill. This project includes installing protected left-turn phasing at eight intersections, enhancing traffic signal visibility at three intersections, and adding pedestrian countdown signal heads at 18 approaches. These systemic improvements would increase driver awareness, minimize turning conflicts, and create safer pedestrian crossing opportunities throughout the City. Together, both projects address corridor-specific needs and overall risks identified in the LRSP.

In February 2025, Caltrans awarded the City \$1,082,450 in HSIP Cycle 12 State funds for the Willow Street and Cherry Avenue Corridors Collision Reduction Project, requiring a 50% local match. The City proposes to meet this requirement using \$1,082,450 in non-matching Metro funds. Additionally, Caltrans granted \$2,719,980 in HSIP Federal funds for the Citywide Transportation Safety Enhancement Project, which also requires a local match of 10%. The City proposes covering this match with \$302,220 in non-matching Metro funds.

Together, the Willow Street and Cherry Avenue Corridors Collision Reduction Project and the Citywide Transportation Safety Enhancement Project represent a significant investment in roadway safety throughout Signal Hill. Both projects advance the City's long-term traffic safety objectives, align with state and federal safety performance goals, and directly support implementation of the LRSP.

Upon City Council approval, the City Manager or his designee would proceed to execute the two Master Agreements with the Department of Transportation for project funding in the amounts of \$1,082,450 and \$2,719,980 respectively. Approval would also enable the City to execute routine invoices and grant administrative documents through each phase of the projects. If approved by the City Council, staff would advertise for consultant design services and begin the design phase in December 2025.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. HSIP Program Agreement - State
- B. HSIP Program Agreement - Federal
- C. Resolution - State
- D. Resolution - Federal



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**SUBJECT: PROFESSIONAL ENGINEERING DESIGN CONSULTANT SERVICES AGREEMENT
WITH W.G. ZIMMERMAN ENGINEERING, INC. FOR THE EAST BURNETT STREET
HISTORICAL DISTRICT PEDESTRIAN AND BIKE ENHANCEMENT PROJECT**

Summary:

The 2023-2028 City of Signal Hill Strategic Plan promotes multi-modal transportation through the development of bicycle lanes and walking trails, as outlined in the City's General Plan and Circulating Element. The East Burnett Street Corridor, which extends from Walnut Avenue to Dawson Avenue, is a well-used route for pedestrians and bicyclists. In June 2023, the California Transportation Commission awarded the City \$2,785,000 in Active Transportation Program (ATP) funding with a \$109,000 local match. The proposed project includes new sidewalks, a Class 2 bicycle lane, ADA curb ramps, enhanced lighting, landscaping, and roadway upgrades to improve safety and accessibility.

The City completed the Project Approval and Environmental Documentation (PA&ED) phase and conducted the CEQA environmental review. In May 2025, the City filed a Notice of Exemption under CEQA Guidelines Section 15301, confirming the project qualifies for a Class 1 Categorical Exemption. On July 18, 2025, Public Works released the Request for Proposals for the Plans, Specifications, and Estimates (PS&E) phase. Following the proposal review process and negotiations with the best qualified firm, Public Works recommends the City Council award a Professional Services Agreement to W.G. Zimmerman Engineering, Inc. to prepare the PS&E documents. If approved by the City Council, the consultant would begin work in October 2025, with completion expected by April 2026.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and

increasing emergency preparedness.

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager to enter into a Professional Engineering Design Consultant Services Agreement with W.G. Zimmerman Engineering, Inc. to prepare the PS&E documents for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project, for a term of 6 months and a not-to-exceed contract amount of \$245,372.70, in a form approved by the City Attorney; and
2. Authorize the Public Works Director/City Engineer to utilize a project contingency of up to 10% (\$24,537.27) and approve a 180-calendar day term extension to accommodate any unforeseen conditions. The proposed contingency would bring the total contract agreement budget to \$269,909.97.

Fiscal Impact:

The total project budget for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project is \$2,894,000, which covers the cost for the PA&ED phase, PS&E, and construction. The Active Transportation Program (ATP Cycle 6) grant allocates \$2,785,000, and CIP reserves contribute the remaining \$109,000.

The proposed agreement with W.G. Zimmerman Engineering Incorporated, for PS&E services, totals \$245,372.70. The PS&E phase has a budget of \$318,000, funded with \$306,000 from ATP Cycle 6 and \$12,000 from CIP reserves; this amount is sufficient to cover the proposed contract.

Background:

The East Burnett Street Corridor extends from Walnut Avenue to Dawson Avenue through Skyline Drive; this segment is a heavily used route for pedestrians and bicyclists. Despite its popularity, the corridor lacks critical infrastructure, including continuous sidewalks, dedicated bike lanes, and appropriate signage to support pedestrian and bicycle safety. The City's General Plan Circulation Element and Bikeway Plan identify this route as a priority for future multimodal improvements. As a result, staff has been actively pursuing funding opportunities to implement the necessary improvements and bring the plan to fruition.

In June 2022, the Public Works Department applied for and received funding through Cycle 6 of the California Active Transportation Program (ATP). The ATP encourages local agencies to improve infrastructure that supports walking, biking, and other non-motorized modes of transportation. The East Burnett Street Historical District Pedestrian and Bike Enhancement Project seeks to support these goals and enhance connectivity to popular community destinations, including Heritage Point Park, Hilltop Park, the Panorama Trail system, Signal Hill Elementary School, transit stops, and nearby neighborhoods.

On June 28, 2023, the California Transportation Commission approved \$2,785,000 in ATP grant

funds for the project, with a required City match of \$109,000. On May 14, 2024, the City Council authorized execution of a Master Agreement with Caltrans to secure project funding and move forward with implementation. The East Burnett Street Historical District Pedestrian and Bike Enhancement Project consists of three phases: Project Approval and Environmental Documentation (PA&ED), preparation of Plans, Specifications, and Estimates (PS&E), and construction.

Phase I of the project secured environmental clearance in compliance with the California Environmental Quality Act (CEQA). On October 22, 2024, the City Council approved a professional services agreement with Catalyst Environmental Solutions Corporation to complete this phase of the project. Catalyst conducted the environmental analysis and prepared the required documentation. In May 2025, the City filed a Notice of Exemption for the project under CEQA Guidelines Section 15301, citing the project as a Class 1 Categorical Exemption applicable for existing facilities. The exemption concluded that the project would not result in significant environmental impacts and qualified for streamlined environmental clearance.

Phase II of the project includes preparing plans, specifications, and estimates to transition the project into construction; this phase encompasses the following improvements:

- Construction of approximately 1,560 linear feet of sidewalks along East Burnett Street between Gaviota Avenue and Cherry Avenue, including retaining walls and parkway landscaping.
- Installation of 14 Americans with Disabilities Act (ADA) compliant curb ramps.
- Installation of 15 sidewalk lights to enhance pedestrian safety.
- Striping of approximately 2,830 linear feet of new Class II bike lanes along East Burnett Avenue and Skyline Drive from Walnut Avenue to Dawson Avenue.
- Full-depth reconstruction of the roadway between Walnut Avenue and Cherry Avenue and cold-planing with resurfacing along Skyline Drive.
- Installation of a Rectangular Rapid Flashing Beacon (RRFB), three painted crosswalks, and traffic calming measures, including striping and pavement markings.

The proposed improvements would eliminate existing sidewalk gaps, enhance pedestrian and bicyclist safety, and establish a critical multimodal link within Signal Hill's circulation network. The project supports the City's long-term goals by increasing active transportation, reducing greenhouse gas emissions, and improving neighborhood connectivity within a historically significant area of the community.

Analysis:

On July 18, 2025, staff issued a Request for Proposal (RFP) for the preparation of the PS&E for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project. The City posted the RFP at the following locations:

- PlanetBids via the City's online portal
- City Website
- Public notice locations as identified in Signal Hill Municipal Code Section 1.08.010

Staff sent notifications to prospective proposers through the City's electronic bidding system; 54

prospective proposers downloaded the contract documents. The proposals were due to the City on August 29, 2025, at 2:00 pm.

Proposal Opening

The City received six (6) proposals from the following firms by the proposal deadline:

Consultant	Cost
AYCE Consulting Engineers, Incorporated	\$ 262,114.00
Kreuzer Consulting Group	\$ 193,830.00
Onward Engineering	\$ 269,701.60
RKA Consulting Group	\$ 199,284.00
Sunbeam Solar Technologies	\$ 314,660.00
W.G. Zimmerman Engineering, Incorporated	\$ 376,198.58

Staff verified each proposal for completeness and compliance with City requirements and confirmed that all firms had the required certifications and experience to perform the work under this agreement.

Evaluation Process and Consultant Selection

Following the receipt of all proposals, the City’s Consultant Selection Committee (consisting of the Public Works Director, Associate Engineer, and Contracts Manager) evaluated the submittals in accordance with the following criteria:

- A. Qualifications and Experience of the Firm
- B. Qualifications and experience of the personnel assigned to the project team
- C. Project Understanding, Approach and Responsiveness
- D. Cost of Services

Based on technical proposal evaluations, staff determined that W.G. Zimmerman Engineering, Inc. (WGZE) best met the criteria. WGZE presented a clear and well-defined methodology. The firm demonstrated the necessary qualifications, competence and relevant experience in roadway design, bikeway facilities, and traffic engineering. WGZE also helped prepare the successful ATP Cycle 6 grant application for this project, providing continuity and familiarity that will benefit the project design phase. WGZE’s recent completion of the Spring Street ATP Bicycle Gap Closure Project further underscores WGZE’s ability to deliver projects of similar scope and complexity.

Staff evaluated the proposal and negotiated adjustments to ensure the completeness of the scope of services, and the reasonableness and competitiveness of the fees. Staff deemed the total not-to-exceed cost of \$245,372.70 to be reasonable based on the agreed-upon anticipated work and is consistent with the City’s engineering estimates. The proposed cost for design services is consistent with the staff’s projected estimates and supported by the project budget.

Recommendation

Staff recommends the City Council award the Contract Services Agreement to W.G. Zimmerman

9/23/2025

Engineering, Inc. for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project's PS&E preparation, for a not-to-exceed amount of \$245,372.70 and a term of 6 months. If approved by the City Council, staff would issue a Notice to Proceed to WGZE in October 2025, anticipating contract completion by April 2026.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachment:

A. WGZE Design Consultant Agreement

CITY OF SIGNAL HILL
AGREEMENT FOR DESIGN SERVICES

1. PARTIES AND DATE.

This Agreement is made and entered into this 23rd day of September, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California with its principal place of business at 2175 Cherry Avenue Signal Hill, CA 90755 ("City") and W.G. Zimmerman Engineering, Inc., a California Corporation, with one or more design professionals licensed to practice in the State of California and with its principal place of business at 7812 Edinger Ave, Suite 302, Irvine, CA 92647 ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 City.

City is a municipal corporation organized under the laws of the State of California, with power to contract for services necessary to achieve its purpose.

2.2 Consultant.

Consultant desires to perform and assume responsibility for the provision of certain professional engineering design services required by the City on the terms and conditions set forth in this Agreement. Consultant warrants that it is fully licensed, qualified, and willing to perform the services required by this Agreement; provided, however, that if Consultant is a corporation or other organization, the Project Consultant designated pursuant to Section 3.2, and not the Consultant itself, shall be fully licensed to practice as an engineer in the State of California.

2.3 Project.

City desires to engage Consultant to render such professional engineering design services for the E. Burnett Street Historical District and Bike Enhancement Project ("Project") as set forth in this Agreement.

3. TERMS

3.1 Employment of Consultant.

3.1.1 Scope of Services. Consultant promises and agrees to furnish to City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional engineering and related services necessary for the full and adequate completion of the Project consistent with the provisions of this Agreement (hereinafter referred to as "Services"). The Services are more particularly described throughout this Agreement, including Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, any exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations. All Services performed by Consultant shall be subject to the sole and discretionary approval of the City, which approval shall not be unreasonably withheld.

3.1.2 Term. The term of this Agreement shall be for a term of six months from the date on the Notice to Proceed, unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Agreement and shall meet any other established schedules and deadlines.

3.2 Engineer of Record; Key Personnel.

3.2.1 Engineer of Record. Consultant shall name a specific individual to act as the Engineer of Record, subject to the approval of City. Consultant hereby designates Bill Zimmerman (License No. 48667) to act as the Engineer of Record for the Project. The Engineer of Record shall: (1) maintain oversight of the Services; (2) have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement; (3) supervise and direct the Services using his or her best skill and attention; (4) be responsible for the means, methods, techniques, sequences and procedures used for the Services; (5) adequately coordinate all portions of the Services; and (6) act as principal contact with City and all contractors, consultants, engineers and inspectors on the Project. Any change in the Engineer of Record shall be subject to the City's prior written approval, which approval shall not be unreasonably withheld. The new Engineer of Record shall be of at least equal competence as the prior Engineer of Record. In the event that City and Consultant cannot agree as to the substitution of a new Engineer of Record, City shall be entitled to terminate this Agreement for cause.

3.2.2 Key Personnel. In addition to the Engineer of Record, Consultant has represented to the City that certain additional key personnel, engineers and consultants will perform the Services under this Agreement. Should one or more of such personnel, engineers or consultants become unavailable, Consultant may substitute others of at least equal competence upon written approval of the City. In the event that City and Consultant cannot agree as to the substitution of key personnel, engineers or consultants, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel, engineers or consultants who fail or refuse to perform the Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the City. The key additional personnel, engineers and consultants for performance of this Agreement are as follows: Christopher Cordero, Antonio Magaña, Jonny Bui, Eric Choe, and William Orejana.

3.3 Hiring of Consultants and Personnel.

3.3.1 Right to Hire or Employ. Consultant shall have the option, unless City objects in writing after notice, to employ at its expense architects, engineers, experts or other consultants qualified and licensed to render services in connection with the planning and/or administration of the Project, and to delegate to them such duties as Consultant may delegate without relieving Consultant from administrative or other responsibility under this Agreement. Consultant shall be responsible for the coordination and cooperation of Consultant's architects, engineers, experts or other consultants. All consultants, including changes in consultants, shall be subject to approval by City in its sole and reasonable discretion. Consultant shall notify City of the identity of all consultants at least fourteen (14) days prior to their commencement of work to allow City to review their qualifications and approve to their participation on the Project in its sole and reasonable discretion.

3.3.2 Qualification and License. All architects, engineers, experts and other

consultants retained by Consultant in performance of this Agreement shall be qualified to perform the Services assigned to them, and shall be licensed to practice in their respective professions, where required by law.

3.3.3 Standards and Insurance. All architects, engineers, experts and other consultants hired by Consultant shall be required to meet all of the same standards and insurance requirements set forth in this Agreement, unless other standards or requirements are approved by the City in writing. Unless changes are approved in writing by the City, Consultant's agreements with its consultants shall contain a provision making them subject to all provisions stipulated in this Agreement.

3.3.4 Assignments or Staff Changes. Consultant shall promptly obtain written City approval of any assignment, reassignment or replacement of such architects, engineers, experts and consultants, or of other staff changes of key personnel working on the Project. As provided in the Agreement, any changes in Consultant's consultants and key personnel shall be subject to approval by City.

3.3.5 Draftsman and Clerical Support. Draftsmen and clerical personnel shall be retained by Consultant at Consultant's sole expense.

3.4 Standard of Care.

3.4.1 Standard of Care. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals qualified to perform the Services in the same discipline in the State of California, and shall be responsible to City for damages sustained by the City and delays to the Project as specified in the indemnification provision of this Agreement. Without limiting the foregoing, Consultant shall be fully responsible to the City for any increased costs incurred by the City as a result of any such delays in the design or construction of the Project. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants and represents that all of its employees, architects, engineers, experts and other consultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees, architects, engineers, experts and other consultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services assigned to or rendered by them and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein.

3.4.2 Performance of Employees. Any employee or consultant who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee or consultant who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.5 Laws and Regulations.

3.5.1 Knowledge and Compliance. Consultant shall keep itself fully informed of and in compliance with all applicable local, state and federal laws, rules and regulations in any manner affecting the performance of the Services or the Project, and shall give all notices required of the Consultant by law. Consultant shall be liable, pursuant to the standard of care and indemnification provisions of this Agreement, for all violations of such laws and regulations in connection with its Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold City, its officials, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.5.2 Drawings and Specifications. Consultant shall cause all drawings and specifications to conform to any applicable requirements of federal, state and local laws, rules and regulations, including the Uniform Building Code, in effect as of the time the drawings and specifications are prepared or revised during the latest phase of the Services described in Exhibit "A" attached hereto. Any significant revisions made necessary by changes in such laws, rules and regulations after this time may be compensated as Additional Services which were not known or reasonably should not have been known by Consultant. Consultant shall cause the necessary copies of such drawings and specifications to be filed with any governmental bodies with approval jurisdiction over the Project, in accordance with the Services described in Exhibit "A" attached hereto. For the preparation of all such drawings and specifications, the Consultant shall use Computer Aided Design Drafting ("CADD") (e.g., AutoCAD) or other technology acceptable to the Consultant and City.

3.5.3 Americans with Disabilities Act. Consultant will use its best professional efforts to interpret all applicable federal, state and local laws, rules and regulations with respect to access, including those of the Americans with Disabilities Act ("ADA"). Consultant shall inform City of the existence of inconsistencies of which it is aware or reasonably should be aware between federal and state accessibility laws, rules and regulations, as well as any other issues which are subject to conflicting interpretations of the law, and shall provide the City with its interpretation of such inconsistencies and conflicting interpretations. Unless Consultant brings such inconsistencies and conflicting interpretations to the attention of the City and requests City's direction on how to proceed, the Consultant's interpretation of such inconsistencies and conflicting interpretations shall be the sole responsibility and liability of Consultant, and the Consultant shall correct all plans, specifications and other documents prepared for the Project at no additional cost if its interpretations are shown to be incorrect. In the event that the Consultant request's City's direction on how to proceed with respect to any inconsistent and/or conflicting interpretation, the Consultant shall be responsible to the City only pursuant to the indemnification provisions of this Agreement.

3.5.4 Permits, Approvals and Authorizations. Consultant shall provide City with a list of all permits, approvals or other authorizations required for the Project from all federal, state or local governmental bodies with approval jurisdiction over the Project. Consultant shall then assist the City in obtaining all such permits, approvals and other authorizations. The costs of such permits, approvals and other authorizations shall be paid by the City.

3.5.5 Water Quality Management and Compliance.

3.5.5.1 Compliance with Water Quality Laws, Ordinances and Regulations. Consultant must keep itself and all subcontractors, staff, and employees fully informed of and in compliance with all local, state and federal laws, rules and regulations that may impact, or be implicated by the performance of the Services including, without limitation, all applicable provisions of the City's ordinances regulating water quality and stormwater; the Federal Water Pollution Control Act (33 U.S.C. § 1251 *et seq.*); the California Porter-Cologne Water Quality Control Act (Water Code § 13000 *et seq.*); and any and all regulations, policies, or permits issued pursuant to any such authority. Consultant must additionally comply with the lawful requirements of the City, and any other municipality, drainage district, or other local agency with jurisdiction over the location where the Services are to be conducted, regulating water quality and stormwater discharges.

3.5.5.2 Reserved

3.5.5.3 Standard of Care. Consultant warrants that all employees and subcontractors shall have sufficient skill and experience to perform the work assigned to them without impacting water quality in violation of the laws, regulations and policies described in Sections 3.5.5.1 and 3.5.5.2 of this Agreement. Consultant further warrants that it, its employees and subcontractors will receive adequate training, as determined by the City, regarding these requirements as they may relate to the Services.

3.5.5.4 Liability for Non-compliance.

(A) Indemnity: Failure to comply with laws, regulations, and ordinances listed in Sections 3.5.5.1 and 3.5.5.2 of this Agreement is a violation of federal and state law. Notwithstanding any other indemnity contained in this Agreement, Consultant agrees to indemnify and hold harmless the City, its officials, officers, agents, employees and authorized volunteers from and against any and all claims, demands, losses or liabilities of any kind or nature which the City, its officials, officers, agents, employees and authorized volunteers may sustain or incur for noncompliance with the laws, regulations, and ordinances listed above, arising out of or in connection with the Services, except for liability resulting from the sole established negligence, willful misconduct or active negligence of the City, its officials, officers, agents, employees or authorized volunteers.

(B) Defense: City reserves the right to defend any enforcement action or civil action brought against the City for Consultant's failure to comply with any applicable water quality law, regulation, or policy. Consultant hereby agrees to be bound by, and to reimburse the City for the costs associated with, any settlement reached between the City and the relevant enforcement entity.

(C) Damages: City may seek damages from Consultant for delay in completing the Services caused by Consultant's failure to comply with the laws, regulations and policies described in Sections 3.5.5.1, 3.5.5.2 and 3.5.5.3 of this Agreement, or any other relevant water quality law, regulation, or policy.

3.6 Independent Contractor.

3.6.1 Control and Payment of Subordinates. City retains Consultant on an

independent contractor basis and Consultant is not an employee of City. Consultant is not an employee for state tax, federal tax or any other purpose, and is not entitled to the rights or benefits afforded to City's employees. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of City, and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.7 Schedule of Services.

3.7.1 Consultant Services. Consultant shall fully and adequately complete the Services described in this Agreement and in Exhibit "A" attached hereto and incorporated herein by reference.

3.7.2 Timely Performance Standard. Consultant shall perform all Services hereunder as expeditiously as is consistent with professional skill and care, as well as the orderly progress of the Project work so as not to be the cause, in whole or in part, of delays in the completion of the Project or in the achievement of any Project milestones, as provided herein. Specifically, Consultant shall perform its Services so as to allow for the full and adequate completion of the Project within the time required by the City and within any completion schedules adopted for the Project. Consultant agrees to coordinate with City's staff, contractors and consultants in the performance of the Services, and shall be available to City's staff, contractors and consultants at all reasonable times.

3.7.3 Performance Schedule. Consultant shall prepare an estimated time schedule for the performance of Consultant's Services, to be adjusted as the Project proceeds. Such schedule shall be subject to the City's review and approval, which approval shall not be unreasonably withheld, and shall include allowances for periods of time required for City's review and approval of submissions, and for approvals of authorities having jurisdiction over Project approval and funding. If City and Consultant cannot mutually agree on a performance schedule, City shall have the authority to immediately terminate this Agreement. The schedule shall not be exceeded by Consultant without the prior written approval of City. If the Consultant's Services are not completed within the time provided by the agreed upon performance schedule, or any milestones established therein, it is understood, acknowledged and agreed that the City will suffer damage for which the Consultant will be responsible pursuant to the indemnification provision of this Agreement.

3.7.4 Excusable Delays. Any delays in Consultant's work caused by the following shall be added to the time for completion of any obligations of Consultant: (1) the actions of City or its employees; (2) the actions of those in direct contractual relationship with City; (3) the actions of any governmental agency having jurisdiction over the Project; (4) the actions of any parties not within the reasonable control of the Consultant; and (5) any act of God or other unforeseen occurrence not due to any fault or negligence on the part of Consultant. Neither the City nor the Consultant shall be liable for damages, liquidated or otherwise, to the other on account of such delays.

3.7.5 Request for Excusable Delay Credit. The Consultant shall, within fifteen

(15) calendar days of the beginning of any excusable delay, notify the City in writing of the causes of delay (unless City grants in writing a further period of time to file such notice prior to the date of final payment under the Agreement). City will then ascertain the facts and the extent of the delay, and grant an extension of time for completing the Services when, in its sole judgment, the findings of fact justify such an extension. The City's findings of fact thereon shall be final and conclusive on the parties. Extensions of time shall apply only to that portion of the Services affected by the delay and shall not apply to other portions of the Services not so affected. The sole remedy of Consultant for extensions of time shall be an extension of the performance time at no cost to the City. If Additional Services are required as a result of an excusable delay, the parties shall mutually agree thereto pursuant to the Additional Services provision of this Agreement. Should Consultant make an application for an extension of time, Consultant shall submit evidence that the insurance policies required by this Agreement remain in effect during the requested additional period of time.

3.8 Additional Consultant Services.

3.8.1 Request for Services. At City's request, Consultant may be asked to perform services not otherwise included in this Agreement, not included within the basic services listed in Exhibit "A" attached hereto, and/or not customarily furnished in accordance with generally accepted industry practice.

3.8.2 Definition. As used herein, "Additional Services" mean: (1) any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary for the Consultant to perform at the execution of this Agreement; or (2) any work listed as Additional Services in Exhibit "A" attached hereto. Consultant shall not perform, nor be compensated for, Additional Services without prior written authorization from City and without an agreement between the City and Consultant as to the compensation to be paid for such services. City shall pay Consultant for any approved Additional Services, pursuant to the compensation provisions herein, so long as such services are not made necessary through the fault of Consultant pursuant to the indemnification provision of this Agreement.

3.8.3 Examples of Additional Services. Such Additional Services shall not include any redesign or revisions to drawings, specifications or other documents when such revisions are necessary in order to bring such documents into compliance with applicable laws, rules, regulations or codes of which Consultant was aware or should have been aware pursuant to the laws and regulations provision of this Agreement above. Such Additional Services may include, but shall not be limited to:

3.8.3.1 Separately Bid Portions of Project. Plan preparation and/or administration of work on portions of the Project separately bid.

3.8.3.2 Furniture and Interior Design. Assistance to City, if requested, for the selection of moveable furniture, equipment or articles which are not included in the Construction Documents.

3.8.3.3 Fault of Contractor. Services caused by delinquency, default or insolvency of contractor, or by major defects in the work of the contractor, provided that any such services made necessary by the failure of Consultant to detect and report such matters when it reasonably should have done so shall not be compensated.

3.8.3.4 Inconsistent Approvals or Instructions. Revisions in drawings, specifications or other documents when such revisions are inconsistent with written approvals or instructions previously given and are due to causes beyond the control of Consultant.

3.8.3.5 Legal Proceedings. Serving as an expert witness on City's behalf or attending legal proceedings to which the Consultant is not a party.

3.8.3.6 Damage Repair. Supervision of repair of damages to any structure.

3.8.3.7 Extra Environmental Services. Additional work required for environmental conditions (e.g. asbestos or site conditions) not already contemplated within the Consultant's services for the Project.

3.9 City Responsibilities. City's responsibilities shall include the following:

3.9.1 Data and Information. City shall make available to Consultant all necessary data and information concerning the purpose and requirements of the Project, including scheduling and budget limitations, objectives, constraints and criteria. As part of the budget limitation information, the City shall provide the Consultant with a preliminary construction budget ("City's Preliminary Construction Budget").

3.9.2 Project Survey. If required pursuant to the scope of the Project and if requested by Consultant, City shall furnish Consultant with, or direct Consultant to procure at City's expense, a survey of the Project site prepared by a registered surveyor or civil engineer, any other record documents which shall indicate existing structures, land features, improvements, sewer, water, gas, electrical and utility lines, topographical information and boundary dimensions of the site, and any other such pertinent information.

3.9.3 Bid Phase. Distribute Construction Documents to bidders and conduct the opening and review of bids for the Project.

3.9.4 Testing. Retain consultant(s) to conduct chemical, mechanical, soils, geological or other tests required for proper design of the Project, and furnish such surveys, borings, test pits, and other tests as may be necessary to reveal conditions of the site which must be known to determine soil condition or to ensure the proper development of the required drawings and specifications.

3.9.5 Required Inspections and Tests. Retain consultant(s) to conduct materials testing and inspection or environmental/hazardous materials testing and inspection pursuant to any applicable laws, rules or regulations.

3.9.6 Fees of Reviewing or Licensing Agencies. Directly pay or reimburse the payment of all fees required by any reviewing or licensing agency, or other agency having approval jurisdiction over the Project.

3.9.7 City's Representative. The City hereby designates the City Manager, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Agreement. The City Manager hereby designates Thomas Bekele, Public

Works Director, or his or her designee, as the City's contact for the implementation of the Services hereunder. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.9.8 Review and Approved Documents. Review all documents submitted by Consultant, including change orders and other matters requiring approval by the City Council or other officials. City shall advise Consultant of decisions pertaining to such documents within a reasonable time after submission, so as not to cause unreasonable delay as provided in the excusable delay provisions of this Agreement above.

3.10 Compensation.

3.10.1 Consultant's Compensation for Basic Services. City shall pay to Consultant, for the performance of all Services rendered under this Agreement, the total not to exceed amount of **Two Hundred Forty Five Thousand Three Hundred Seventy-Two Dollars and Seventy Cents (\$245,372.70)** ("Total Compensation"). This Total Compensation amount shall be based upon, and may be adjusted according to, the compensation and related terms and conditions attached hereto as Exhibit "C" and incorporated herein by reference. The Total Compensation, as may be adjusted upon mutual agreement, shall constitute complete and adequate payment for Services under this Agreement.

3.10.2 Payment for Additional Services. At any time during the term of this Agreement, City may request that Consultant perform Additional Services. As used herein, Additional Services means any work which is determined by City to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. If authorized, such Additional Services will be compensated at the rates and in the manner set forth in Exhibit "C" attached hereto and incorporated herein by reference, unless a flat rate or some other form of compensation is mutually agreed upon by the parties. If City requires Consultant to hire consultants to perform any Additional Services, Consultant shall be compensated therefore at the rates and in the manner set forth in Exhibit "C" attached hereto and incorporated herein by reference, unless a flat rate or some other form of compensation is mutually agreed upon by the parties. City shall have the authority to review and approve the rates of any such consultants. In addition, Consultant shall be reimbursed for any expenses incurred by such consultants pursuant to the terms and conditions of Section 3.10.3.

3.10.3 Reimbursable Expenses. Reimbursable expenses are in addition to compensation for the Services and Additional Services. Consultant shall not be reimbursed for any expenses unless authorized in writing by City, which approval may be evidenced by inclusion in Exhibit "C" attached hereto. Such reimbursable expenses shall include only those expenses which are reasonably and necessarily incurred by Consultant in the interest of the Project. Consultant shall be required to acquire prior written consent in order to obtain reimbursement for the following: (1) extraordinary transportation expenses incurred in connection with the Project; (2) out-of-town travel expenses incurred in connection with the Project; (3) fees paid for securing approval of authorities having jurisdiction over the Project; (4) bid document duplication costs in excess of \$1,000; and (5) other costs, fees and expenses in excess of \$1,000.

3.10.4 Payment to Consultant. Consultant's compensation and reimbursable expenses shall be paid by City to Consultant no more often than monthly. Such periodic payments shall be made based upon the percentage of work completed, and in accordance with the phasing and funding schedule provided in Exhibit "B" and the compensation rates indicated in Exhibit "C"

attached hereto and incorporated herein by reference. In order to receive payment, Consultant shall present to City an itemized statement which indicates Services performed, percentage of Services completed, method for computing the amount payable, and the amount to be paid. The statement shall describe the amount of Services provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement, as well as those expenses for which reimbursement is requested for that statement period. The amount paid to Consultant shall never exceed the percentage amounts authorized by the phasing and funding schedule located in Exhibit "B" attached hereto. City shall, within thirty (30) days of receiving such statement, review the statement and pay all approved charges thereon pursuant to the provisions of Civil Code Section 3320. Disputed amounts shall be resolved by the parties in a mutually agreeable manner.

3.10.5 Withholding Payment to Consultant. The City may withhold payment, in whole or in part, to the extent reasonably necessary to protect the City from claims, demands, causes of action, costs, expenses, liabilities, losses, damages, or injuries of any kind to the extent arising out of or caused by the negligence, recklessness, or willful misconduct protected under the indemnification provisions of this Agreement. Failure by City to deduct any sums from a progress payment shall not constitute a waiver of the City's right to such sums. The City may keep any moneys which would otherwise be payable at any time hereunder and apply the same, or so much as may be necessary therefor, to the payment of any expenses, losses, or damages as determined by the City, incurred by the City for which Consultant is liable under the Agreement or state law. Payments to the Consultant for compensation and reimbursable expenses due shall not be contingent on the construction, completion or ultimate success of the Project. Payment to the Consultant shall not be withheld, postponed, or made contingent upon receipt by the City of offsetting reimbursement or credit from parties not within the Consultant's reasonable control.

3.11 Labor Code Requirements.

3.11.1 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Sections 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and If the total compensation is \$1,000 or more, Consultant agrees to fully comply with and to require its consultants to fully comply with such Prevailing Wage Laws. City shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the Project site. It is the intent of the parties to effectuate the requirements of sections 1771, 1774, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code within this Agreement, and Consultant shall therefore comply with such Labor Code sections to the fullest extent required by law. Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure of the Consultant or its consultants to comply with the Prevailing Wage Laws.

3.11.2 Registration. If the Services are being performed as part of an applicable "public works" or "maintenance" project, in addition to the foregoing, then pursuant to Labor Code

sections 1725.5 and 1771.1, Consultant and all subconsultants must be registered with the Department of Industrial Relations (“DIR”). Consultant shall maintain registration for the duration of the project and require the same of any subconsultants. This project may also be subject to compliance monitoring and enforcement by the DIR. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements, including the submission of payroll records directly to the DIR.

3.12 Notice to Proceed.

Consultant shall not proceed with performance of any Services under this Agreement unless and until the City provides a written notice to proceed.

3.13 Termination, Suspension and Abandonment.

3.13.1 Grounds for Termination; Consultant’s Termination for Cause. City hereby reserves the right to suspend or abandon, at any time and for any reason, all or any portion of the Project and the construction work thereon, or to terminate this Agreement at any time with or without cause. Consultant shall be provided with at least seven (7) days advanced written notice of such suspension, abandonment or termination. In the event of such suspension, abandonment or termination, Consultant shall be paid for Services and reimbursable expenses rendered up to the date of such suspension, abandonment or termination, pursuant to the schedule of payments provided for in this Agreement, less any claims against or damages suffered by City as a result of the default, if any, by Consultant. Consultant hereby expressly waives any and all claims for damages or compensation arising under this Agreement, except as set forth herein, in the event of such suspension, abandonment or termination. Consultant may terminate this Agreement for substantial breach of performance by the City such as failure to make payment to Consultant as provided in this Agreement.

3.13.2 City’s Suspension of Work. If Consultant’s Services are suspended by City, City may require Consultant to resume such Services within ninety (90) days after written notice from City. When the Project is resumed, the Total Compensation and schedule of Services shall be equitably adjusted upon mutual agreement of the City and Consultant.

3.13.3 Documents and Other Data. Upon suspension, abandonment or termination, Consultant shall provide to City all preliminary studies, sketches, working drawings, specifications, computations, and all other Project Documents, as defined below, to which City would have been entitled at the completion of Consultant’s Services under this Agreement. Upon payment of the amount required to be paid to Consultant pursuant to the termination provisions of this Agreement, City shall have the rights, as provided in this Agreement hereinafter, to use such Project Documents prepared by or on behalf of Consultant under this Agreement. Consultant shall make such documents available to City upon request and without additional compensation other than as may be approved as a reimbursable expense.

3.13.4 Employment of other Consultants. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.14 Ownership and Use of Documents; Confidentiality.

3.14.1 Ownership. All plans, specifications, original or reproducible

transparencies of working drawings and master plans, preliminary sketches, architectural presentation drawings, structural computations, estimates and any other documents prepared pursuant to this Agreement, including, but not limited to, any other works of authorship fixed in any tangible medium of expression such as writings, physical drawings and data magnetically or otherwise recorded on computer diskettes (hereinafter referred to as the "Project Documents") shall be and remain the property of City. Although the official copyright in all Project Documents shall remain with the Consultant or other applicable subcontractors or consultants, the Project Documents shall be the property of City whether or not the work for which they were made is executed or completed. Within thirty (30) calendar days following completion of the Project, Consultant shall provide to City copies of all Project Documents required by City. In addition, Consultant shall retain copies of all Project Documents on file for a minimum of fifteen (15) years following completion of the Project, and shall make copies available to City upon the payment of reasonable duplication costs. Before destroying the Project Documents following this retention period, Consultant shall make a reasonable effort to notify City and provide City with the opportunity to obtain the documents.

3.14.2 Right to Use. Consultant grants to City the right to use and reuse all or part of the Project Documents, at City's sole discretion and with no additional compensation to Consultant, for the following purposes:

- (A) The construction of all or part of this Project.
- (B) The repair, renovation, modernization, replacement, reconstruction or expansion of this Project at any time;
- (C) The construction of another project by or on behalf of the City for its ownership and use;

City is not bound by this Agreement to employ the services of Consultant in the event such documents are used or reused for these purposes. City shall be able to use or reuse the Project Documents for these purposes without risk of liability to the Consultant or third parties with respect to the condition of the Project Documents, and the use or reuse of the Project Documents for these purposes shall not be construed or interpreted to waive or limit City's right to recover for latent defects or for errors or omissions of the Consultant.

Any use or reuse by City of the Project Documents on any project other than this Project without employing the services of Consultant shall be at City's own risk with respect to third parties. If City uses or reuses the Project Documents on any project other than this Project, it shall remove the Consultant's seal from the Project Documents and hold harmless Consultant and its officers, directors, agents and employees from claims arising out of the negligent use or re-use of the Project Documents on such other project.

3.14.3 License. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify or reuse any and all Project Documents and any intellectual property rights therein. Consultant shall require any and all subcontractors and consultants to agree in writing that City is granted a non-exclusive and perpetual license for the work of such subcontractors or consultants performed pursuant to this Agreement.

3.14.4 Right to License. Consultant represents and warrants that Consultant has the legal right to license any and all copyrights, designs and other intellectual property embodied

in the Project Documents that Consultant prepares or causes to be prepared pursuant to this Agreement. Consultant shall indemnify and hold City harmless pursuant to the indemnification provisions of this Agreement for any breach of this Section. Consultant makes no such representation and warranty in regard to previously prepared designs, plans, specifications, studies, drawings, estimates or other documents that were prepared by design professionals other than Consultant and provided to Consultant by City.

3.14.5 Confidentiality. All Project Documents, either created by or provided to Consultant in connection with the performance of this Agreement, shall be held confidential by Consultant to the extent they are not subject to disclosure pursuant to the Public Records Act. All Project Documents shall not, without the written consent of City, be used or reproduced by Consultant for any purposes other than the performance of the Services. Consultant shall not disclose, cause or facilitate the disclosure of the Project Documents to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the written consent of City.

3.15 Indemnification.

To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorneys fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the Consultant or the City, its officials, officers, employees, agents or volunteers.

If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

3.16 Insurance.

Consultant agrees to procure and maintain, at Consultant's expense all insurance specified in Exhibit "D" attached hereto and by this reference incorporated herein. Consultant shall require all subconsultants to carry the same policies and limits of insurance that the Consultant is required to maintain, unless otherwise approved in writing by the City.

3.17 Records.

Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of five (5) years from the date of final payment under this Agreement.

3.18 Standardized Manufactured Items.

Consultant shall cooperate and consult with City in the use and selection of manufactured items on the Project, including but not limited to, paint, hardware, plumbing, mechanical and electrical equipment, fixtures, roofing materials and floor coverings. All such manufactured items shall be standardized to City's criteria to the extent such criteria do not interfere with building design.

3.19 Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described herein. Any additional or subsequent construction at the site of the Project, or at any other City site, will be covered by, and be the subject of, a separate Agreement for services between City and any consultant chosen therefor by City.

3.20 Mediation.

Disputes arising from this Agreement may be submitted to mediation if mutually agreeable to the parties hereto. The type and process of mediation to be utilized shall be subject to the mutual agreement of the parties.

3.21 Successors and Assigns.

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However, Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of City. Any attempted assignment without such consent shall be invalid and void.

3.22 Asbestos Certification.

Consultant shall certify to City, in writing and under penalty of perjury, that to the best of its knowledge, information and belief no asbestos-containing material or other material deemed to be hazardous by the state or federal government was specified as a building material in any construction document that the Consultant prepares for the Project. Consultant shall require all consultants who prepare any other documents for the Project to submit the same written certification. Consultant shall also assist the City in ensuring that contractors provide City with certification, in writing and under penalty of perjury, that to the best of their knowledge, information and belief no material furnished, installed or incorporated into the Project contains asbestos or any other material deemed to be hazardous by the state or federal government. These

certifications shall be part of the final Project submittal. Consultant shall include statements in its specifications that materials containing asbestos or any other material deemed to be hazardous by the state or federal government are not to be included.

3.23 No Third Party Rights.

This Agreement shall not create any rights in, or inure to the benefits of, any third party except as expressly provided herein.

3.24 Governing Law.

This Agreement shall be construed in accordance with, and governed by, the laws of the State of California. Venue shall be in Los Angeles County.

3.25 Entire Agreement.

This Agreement, with its exhibits, contains the entire agreement of the parties hereto, and supersedes any and all other prior or contemporaneous negotiations, understandings and oral or written agreements between the parties hereto. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. Furthermore, any modification of this Agreement shall only be effective if in writing signed by all parties hereto.

3.26 Exhibits and Recitals.

All exhibits and recitals contained herein and attached hereto are material parts of this Agreement and are incorporated as if fully set forth.

3.27 Severability.

Should any provision in the Agreement be held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

3.28 Non-Waiver.

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

3.29 Safety.

Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of its employees, consultant and subcontractors appropriate to the nature of the work and the conditions under which the work is to be performed.

3.30 Delivery of Notices.

All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant: W.G. Zimmerman Engineering, Inc
7812 Edinger Avenue, Suite 302
Irvine, CA 92647
ATTN: Bill Zimmerman, President

City: City of Signal Hill
2175 Cherry Avenue
Signal Hill, CA 90755
ATTN: Thomas Bekele, Public Works Director

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.31 Attorney's Fees.

If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other reasonable costs of such action, including expert witness fees and expenses.

3.32 Time of Essence.

Time is of the essence for each and every provision of this Agreement.

3.33 City's Right to Employ Other Consultants.

City reserves right to employ other consultants, including architects and/or engineers, in connection with this Project or other projects.

3.34 Prohibited Interests.

3.34.1 Solicitation. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability.

3.34.2 Conflict of Interest. For the term of this Agreement, no director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.35 Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or any other classification protected by federal or state law. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's minority business enterprise program, affirmative action plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.36 Labor Certification.

By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.37 Subcontracting.

As specified in this Agreement, Consultant shall not subcontract any portion of the Services required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to each and every provision of this Agreement.

3.38 Supplemental Conditions.

Any supplemental conditions shall be attached as an exhibit to this Agreement, and that exhibit shall be incorporated herein by reference.

CITY OF SIGNAL HILL

W.G. ZIMMERMAN ENGINEERING, INC.

By: _____
Carlo Tomaino
City Manager

By: _____
William G. Zimmerman
President

ATTEST:

By: _____
Tina Knapp
Assistant City Clerk

By: _____
William G. Zimmerman
Secretary

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney

EXHIBIT “A”

SCOPE OF SERVICES

The Consultant shall provide comprehensive engineering design services for the E. Burnett Street Historical District Pedestrian and Bike Enhancement Project. The project area extends along East Burnett Street from Walnut Avenue to Cherry Avenue and continues as Skyline Drive from Cherry Avenue to Dawson Avenue, where the corridor changes name.

The scope of improvements includes the design of approximately 1,560 linear feet of new sidewalks, fourteen (14) ADA-compliant curb ramps, fifteen (15) sidewalk lights, resurfacing of the roadway, installation of 2,830 linear feet of new Class II bikeways, a Rectangular Rapid Flashing Beacon (RRFB), painted crosswalks, and associated traffic calming striping and pavement markings.

The Consultant shall be responsible for all investigations, coordination, design, and documentation necessary to deliver a complete, bid-ready Plans, Specifications, and Estimates (PS&E) package. This includes identifying and incorporating all disciplines and design elements required to fully complete the project scope. The scope of work under this Agreement includes, but is not limited to, the tasks described herein.

TASK 1: Project Management and Administration

The consultant shall provide comprehensive project management services to ensure the timely and successful delivery of all contracted work. The consultant will serve as the primary point of contact with City staff and will be responsible for overseeing all aspects of coordination, scheduling, communication, and task execution throughout the duration of the project.

As part of this task, the consultant shall conduct an onsite project kick-off meeting with City staff to review project goals, define roles and responsibilities, confirm communication protocols, and establish the overall project schedule. Progress meetings shall be held on a weekly basis to discuss work completed, identify upcoming tasks, resolve outstanding issues, and document decisions. The consultant will be responsible for preparing meeting agendas, minutes, and follow-up action items.

A detailed project schedule shall be developed and maintained, identifying key milestones for PS&E development and environmental approvals. The consultant will also track progress against a task-based budget and coordinate with all relevant utility providers, regulatory agencies, and community stakeholders. In support of City-led outreach, the consultant will assist in the development of materials such as exhibits, presentations, and handouts for public engagement activities.

Deliverables:

- Draft and Final Meeting agendas and minutes, communication log.
- Monthly project schedule and work plan.
- Information Request Matrix
- Public outreach materials (e.g., exhibits, handouts, presentations).

TASK 2: Utility Investigation and Coordination

The consultant shall be responsible for identifying, evaluating, and coordinating all utility-related issues within the project limits to avoid conflicts with proposed improvements. This task includes the collection and review of available utility records, such as as-built drawings, utility maps, right-of-way maps, assessor parcel data, and aerial imagery. The consultant shall verify this information through field investigations to identify and resolve any discrepancies between record documents and actual field conditions.

A comprehensive utility investigation shall be conducted to assess potential conflicts with proposed improvements, including new sidewalks, ADA-compliant curb ramps, street lighting, bikeways, and the installation of a RRFB. To support design development, the consultant shall prepare and maintain a utility base map and a utility coordination log to track all correspondence, data received, and feedback from utility agencies.

Utility coordination shall be ongoing throughout the project. The consultant shall distribute PS&E submittals to utility agencies for review at each design milestone and respond to all comments received. The consultant is responsible for identifying any utility conflicts and working proactively with utility providers to resolve them or recommend appropriate design modifications.

The consultant process includes three utility notifications during the project. The first one is a notice with general plans of project intent with request for information and impacts to utilities. The second one includes 60% plans identifying conflicting utilities and written response of prior rights or identification of ownership and process for raising manholes and valves due to the pavement rehabilitation. The third and final request is at the Final Plan stage to ensure that a plan exists by the impacted utilities for necessary action to reduce the impact to the City's contractor. All information will be developed into a Utility Matrix along with contacts, dates and responses.

Deliverables:

- Utility base map (AutoCAD format)
- Utility matrix and coordination log
- Conflict identification and resolution summary
- Utility comments and responses at each milestone

TASK 3: Topographic Survey and Base Mapping

The consultant shall perform a comprehensive topographic survey and develop accurate base mapping to support the design development process. The survey shall be tied to the California State Plane coordinate system (NAD83) and the Los Angeles County benchmark network (NAVD88). Horizontal and vertical control shall be established to ensure accuracy, and mapping shall be prepared at a scale of 1"=20' with 1' contours and cross-sections at 50-foot intervals. The field survey shall be conducted in accordance with the City's guidelines and shall provide the necessary data to generate base topography for the final design.

At a minimum, the base map shall include the identification and documentation of right-of-way lines, centerlines, and boundary lines; existing grades, slopes, and elevations; spot elevations on hardscape elements; and surface conditions of curbs, gutters, sidewalks, driveways, and

pavement areas, including roadway surfaces and cross gutters. Above-ground utilities such as valves, manholes, cabinets, pull-boxes, meters, and vaults shall also be included, along with street lights, traffic signals, street signs, power poles, trees, fences, walls, and overhead utility lines within the public right-of-way. The survey shall include roadway cross sections and major surface features that influence terrain geometry, including tops and toes of slopes, grade breaks, and natural ground contours. A pothole survey shall also be conducted, with the location and findings incorporated into the mapping. All survey work shall be conducted under the supervision of a California-licensed Professional Land Surveyor, and the final base map shall be developed using AutoCAD software and include adequate survey points and annotations to fully support project design requirements.

Deliverables:

- Topography survey files (AutoCAD)
- Topography Base Map (AutoCAD)
- Pothole survey data

TASK 4: Geotechnical Investigation and Pavement Evaluation:

The consultant (or subconsultant) shall perform a geotechnical investigation to assess the existing pavement sections and subgrade conditions in order to inform the design of roadway resurfacing and structural pavement sections. The investigation shall include all necessary fieldwork, permitting, traffic control coordination, sampling, and laboratory testing.

Specific testing shall consist of Falling Weight Deflectometer (FWD) testing, Ground Penetrating Radar (GPR) scanning for pavement thickness, pavement coring at ten locations, moisture content testing, R-Value testing, and a visual pavement condition survey.

Based on the findings, the consultant shall prepare a comprehensive geotechnical report summarizing field observations and laboratory results, and providing recommendations for pavement section design, subgrade stabilization (if needed), and appropriate rehabilitation strategies based on site-specific conditions. All costs associated with the geotechnical investigation, including traffic control, permits, sampling, testing, and reporting, shall be included in this task.

Deliverables:

- Geotechnical Report

TASK 5: Engineering Design and Construction Documents

The Consultant shall prepare PS&E documents that progressively incorporate finding from prior tasks, City feedback, and design refinements. Submittals shall be prepared at the 60%, 90%, and 100% levels, with a "Plan in Hand" field review conducted at the 60% stage to ensure constructability and accuracy.

The submittal package shall address all design elements necessary for the construction of the following improvements:

- Sidewalks and ADA-compliant curb ramps
- Roadway resurfacing and pavement rehabilitation

- Street lighting systems and pedestrian safety features, including poles, foundation, electrical service, conduit, RRFB installation, pushbutton, and power connections. All signal-related improvements and electrical components along E. Burnett Street shall be reviewed for compatibility and coordination with the existing signalized intersection at E. Burnett Street and Cherry Avenue to ensure proper synchronization and integration.
- Class II bikeways
- Painted crosswalks
- Traffic calming striping
- Pavement markings and signage
- Landscape and irrigation, as applicable

Plans shall include hydrology and drainage plan, utility plan, traffic signal and crosswalk beacon plans, signing and striping plans, landscape and irrigation plans, and detail sheets. Design disciplines shall include, but are not limited to civil engineering, traffic engineering, lighting/electrical, and landscape architecture. All plans must be prepared using AutoCAD and shall conform to APWA AND City of Signal Hill standards. The final construction plans shall be signed and stamped by a California-licensed Civil Engineer. Each PS&E submittal shall include updated technical specifications and detailed cost estimates. Cost estimates shall be prepared in Excel at each design stage and itemized by bid item, quantity, unit cost, and total, with contingencies included.

Deliverables:

- PS&E plan sets in PDF and AutoCAD formats at 60%, 90%, and 100% milestones
- Engineer's estimates
- Technical specifications
- Utility Notices and Responses with updated matrix

TASK 6: Bidding and Construction Support

The consultant shall support the City throughout the bidding and construction phases by providing technical assistance, document review, and coordination services. During the bidding phase, the consultant shall attend the pre-bid meeting, assist with the preparation of bid addenda as necessary to clarify the plans and specifications.

During construction, the consultant shall attend the pre-construction meeting and up to four site meetings. The consultant will be responsible for reviewing contractor submittals and shop drawings, responding to RFI's, and providing design clarifications. The consultant shall also assist in evaluating and resolving any unforeseen conditions encountered during construction.

At project closeout, the consultant shall prepare record drawings based on contractor-provided redlines and markups from the City's construction inspector.

Deliverables:

- Responses to contractor RFIs and submittals
- Record drawings (As-Builts) in PDF and AutoCAD formats

Attendance at the pre-bid meeting, up to four construction site meetings and pre-construction meeting.

EXHIBIT "B"
SCHEDULE OF SERVICES

The Consultant shall provide the Schedule of Services upon contract award and execution. All services shall be carried out in accordance with the approved scope of work and as reviewed and approved by the City.

EXHIBIT "C"

COMPENSATION RATES AND REIMBURSABLE EXPENSES

TASK NO.		WORK TASK OR ITEM* DESCRIPTION		Bill Zimmerman		Christopher Cordero		Antonio Magaña		Jonny Bui		Eric Choe		William Orejana		WGZE HOURS	WGZE FEE	Sub-Consultant Coast Surveying	Sub-Consultant LaBelle Marvin Geotech	Sub-Consultant Lynn Capouya Landscape	Sub-Consultant Fee	TOTAL HOURS	TOTAL FEE
				Project Manager \$230.00	Sr. Project Engineer \$190.00	Project Engineer \$165.00	Sr. Design Engineer \$145.00	Sr. Design Engineer \$145.00	Design Engineer \$140.00	HRS	COST	HRS	COST	HRS	COST								
1.0 PROJECT MANAGEMENT AND ADMINISTRATION																							
1.1	Kick-Off Meeting	3	\$ 690.00	0	\$ -	3	\$ 495.00	0	\$ -	3	\$ 435.00	0	\$ -	9	\$ 1,620.00							9	\$ 1,620.00
1.2	Planned Meetings (3 Total)	6	\$ 1,380.00	0	\$ -	6	\$ 990.00	0	\$ -	6	\$ 870.00	6	\$ 840.00	24	\$ 4,080.00							24	\$ 4,080.00
1.3	Project Schedule	0	\$ -	6	\$ 1,140.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	6	\$ 1,140.00							6	\$ 1,140.00
1.4	Progress Meetings (6 Total)	12	\$ 2,760.00	0	\$ -	12	\$ 1,980.00	0	\$ -	12	\$ 1,740.00	0	\$ -	36	\$ 6,480.00							36	\$ 6,480.00
1.5	Project Management and Administration	8	\$ 1,840.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	8	\$ 1,840.00					\$ 13,005.00	\$ 13,005.00	8	\$ 14,845.00
SUBTOTAL TASK 1		29	\$ 6,670.00	6	\$ 1,140.00	21	\$ 3,465.00	0	\$ -	21	\$ 3,045.00	6	\$ 840.00	83	\$ 15,160.00							75	\$ 28,165.00
2.0 UTILITY INVESTIGATION AND COORDINATION																							
2.1	Utility Investigation and Coordination	0	\$ -	0	\$ -	8	\$ 1,320.00	8	\$ 1,160.00	0	\$ -	4	\$ 560.00	20	\$ 3,040.00							20	\$ 3,040.00
SUBTOTAL TASK 2		0	\$ -	0	\$ -	8	\$ 1,320.00	8	\$ 1,160.00	0	\$ -	4	\$ 560.00	20	\$ 3,040.00							20	\$ 3,040.00
3.0 TOPOGRAPHIC SURVEY AND BASE MAPPING																							
3.1	Topographic Survey and Base Mapping	0	\$ -	0	\$ -	0	\$ -	0	\$ -	12	\$ 1,740.00	0	\$ -	12	\$ 1,740.00	\$ 37,878.00	\$ -	\$ -	\$ -	\$ 37,878.00		12	\$ 39,618.00
SUBTOTAL TASK 3		0	\$ -	0	\$ -	0	\$ -	0	\$ -	12	\$ 1,740.00	0	\$ -	12	\$ 1,740.00	\$ 37,878.00	\$ -	\$ -	\$ -	\$ 37,878.00		12	\$ 39,618.00
4.0 GEOTECHNICAL INVESTIGATION AND PAVEMENT EVALUATION																							
4.1	Geotechnical Investigation and Pavement Evaluation	0	\$ -	0	\$ -	8	\$ 1,320.00	12	\$ 1,740.00	0	\$ -	0	\$ -	20	\$ 3,060.00		\$ 29,920.00	\$ -	\$ 29,920.00		20	\$ 32,980.00	
SUBTOTAL TASK 4		0	\$ -	0	\$ -	8	\$ 1,320.00	12	\$ 1,740.00	0	\$ -	0	\$ -	20	\$ 3,060.00		\$ 29,920.00	\$ -	\$ 29,920.00		20	\$ 32,980.00	
5.0 ENGINEERING DESIGN AND CONSTRUCTION DOCUMENTS																							
5.1	Prepare 60% Base Plan and Design Plan Development	4	\$ 920.00	12	\$ 2,280.00	48	\$ 7,920.00	0	\$ -	100	\$ 14,500.00	100	\$ 14,000.00	264	\$ 39,620.00		\$ -	\$ -	\$ 20,000.00	\$ 20,000.00		264	\$ 59,620.00
5.2	Prepare 90% PS&E	4	\$ 920.00	20	\$ 3,800.00	32	\$ 5,280.00	40	\$ 5,800.00	50	\$ 7,250.00	50	\$ 7,000.00	196	\$ 30,050.00		\$ -	\$ -	\$ 8,000.00	\$ 8,000.00		196	\$ 38,050.00
5.3	Prepare 100% PS&E	4	\$ 920.00	8	\$ 1,520.00	20	\$ 3,300.00	30	\$ 4,350.00	30	\$ 4,350.00	30	\$ 4,200.00	122	\$ 18,640.00		\$ -	\$ -	\$ 4,240.00	\$ 4,240.00		122	\$ 22,880.00
SUBTOTAL TASK 5		12	\$ 2,760.00	40	\$ 7,600.00	100	\$ 16,500.00	70	\$ 10,150.00	180	\$ 26,100.00	180	\$ 25,200.00	582	\$ 88,310.00		\$ -	\$ -	\$ 32,240.00	\$ 32,240.00		582	\$ 120,550.00
6.0 BIDDING AND CONSTRUCTION SUPPORT																							
6.1	Bidding and Construction Support	4	\$ 920.00	0	\$ -	8	\$ 1,320.00	8	\$ 1,160.00	8	\$ 1,160.00	0	\$ -	28	\$ 4,560.00		\$ -	\$ -	\$ 10,475.00	\$ 10,475.00		28	\$ 15,035.00
SUBTOTAL TASK 6		4	\$ 920.00	0	\$ -	8	\$ 1,320.00	8	\$ 1,160.00	8	\$ 1,160.00	0	\$ -	28	\$ 4,560.00		\$ -	\$ -	\$ 10,475.00	\$ 10,475.00		28	\$ 15,035.00
SUB-TOTAL DESIGN (1)		45	\$ 10,350.00	46	\$ 8,740.00	145	\$ 23,925.00	98	\$ 14,210.00	221	\$ 32,045.00	190	\$ 26,600.00	745	\$ 115,870.00		\$ 37,878.00	\$ 29,920.00	\$ 55,720.00	\$ 123,518.00		737	\$ 239,388.00
OTHER DIRECT COSTS @ 3% (2)																							\$ 5,984.70
TOTAL DESIGN FEE (1)+(2)		45	\$ 10,350.00	46	\$ 8,740.00	145	\$ 23,925.00	98	\$ 14,210.00	221	\$ 32,045.00	190	\$ 26,600.00	745	\$ 115,870.00		\$ 37,878.00	\$ 29,920.00	\$ 55,720.00	\$ 123,518.00		737	\$ 245,372.70

- Additional Services shall be computed at the actual hourly rates listed above
- If City requires Consultant to hire consultants to perform any Additional Services, Consultant shall be compensated therefore at the Consultant's actual hourly rates included in table above. The Consultant shall notify the City prior to utilizing services from consultants not stated within this Agreement. Owner shall have the authority to review and approve the rates of any such consultants.

EXHIBIT "D"
INSURANCE REQUIREMENTS

1.1 Insurance.

1.1.1 Time for Compliance. Consultant shall not commence work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this Section. In addition, Consultant shall not allow any subconsultant to commence work on any subcontract until it has provided evidence satisfactory to the City that the subconsultant has secured all insurance required under this section.

1.1.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder, and without limiting the indemnity provisions of the Agreement, Consultant shall, at its expense, procure and maintain in full force and effect for the duration of the Agreement the following policies of insurance. If the existing policies do not meet the insurance requirements set forth herein, Consultant agrees to amend, supplement or endorse the policies to do so.

1.1.2.1 Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, or the exact equivalent, with limits of not less than \$2,000,000 per occurrence \$2,000,000 completed operations, and no less than \$4,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions (1) limiting coverage for contractual liability; (2) excluding coverage for claims or suits by one insured against another (cross-liability); or (3) containing any other exclusion(s) contrary to the terms or purposes of this Agreement.

1.1.2.2 Automobile Liability Insurance: Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto", or the exact equivalent, covering bodily injury and property damage for all activities with limits of not less than \$1,000,000 combined limit for each occurrence.

1.1.2.3 Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

1.1.2.3 Professional Liability (Errors & Omissions): Professional Liability (or Errors & Omissions) insurance appropriate to Consultant's profession with limits of not less than \$1,000,000. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusions that may potentially affect the work to be performed (for example, any exclusions relating to lead, asbestos, pollution, testing, underground storage tanks, laboratory analysis, soil work, etc.). If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least five (5) years from termination or expiration of this Agreement.

1.1.3 Insurance Endorsements. Required insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

Commercial General Liability.

(A) Additional Insured: The City, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Consultant; or (4) contain any other exclusions contrary to the terms or purposes of this Agreement. Consultant shall provide endorsements in the form of ISO CG 20 10 10 01 and 20 37 10 01 (or endorsements providing the exact same coverage) to effectuate this requirement.

(B) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

Automobile Liability.

(A) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

Professional Liability (Errors & Omissions).

(A) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) Contractual Liability Exclusion Deleted: This insurance shall include contractual liability applicable to this Agreement. The policy must "pay on behalf of" the insured and include a provision establishing the insurer's duty to defend.

Workers' Compensation and Employers Liability.

(A) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) Waiver of Subrogation: Required insurance policies shall be endorsed to include a waiver of subrogation in favor of the City, its officials, officers, employees, agents, and volunteers.

1.1.4 Primary and Non-Contributing Insurance. All policies of Commercial General Liability and Automobile Liability insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents, or volunteers shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

1.1.5 Waiver of Subrogation. All policies of Commercial General Liability and Automobile Liability insurance shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right

of recovery prior to a loss. Consultant hereby waives its own right of recovery against the City, its officials, officers, employees, agents, and volunteers and shall require similar written express waivers and insurance clauses from each of its subconsultants.

1.1.6 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City and shall protect the City, its officials, officers, employees, agents, and volunteers in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

1.1.7 Evidence of Insurance. The Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates on forms approved by the City, together with all endorsements affecting each policy. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

1.1.8 Failure to Maintain Coverage. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced immediately so as to avoid a lapse in the required coverage, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement effective upon notice.

1.1.9 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to transact business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

1.1.10 Enforcement of Agreement Provisions (non estoppel). Consultant acknowledges and agrees that actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligation on the City nor does it waive any rights hereunder.

1.1.11 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this Appendix are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance.

1.1.12 Subcontractor and Subconsultant Insurance Requirements. Consultant shall not allow any of its architects, engineers, experts or other consultants/subconsultants to commence work on any subcontract relating to this Agreement until Consultant has received satisfactory evidence of such subcontractor's or subconsultant's compliance with the insurance required under this Section. The Consultant shall provide satisfactory evidence of compliance with this Section upon request of the City. If requested by Consultant, City may approve different

scopes or minimum limits of insurance for particular architects, engineers, experts or other consultants. Unless otherwise approved by the City, the architects, engineers, experts and other consultants shall comply with each and every provision of this Section. All policies of Commercial General Liability insurance provided by Consultant's subcontractors or subconsultants performing work relating to this Agreement shall be endorsed to name the City, its officials, officers, employees, agents, and volunteers as additional insureds using endorsement forms ISO CG 20 38 04 13 and CG 20 40 12 19 or endorsements providing equivalent coverage.



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

SUBJECT: PROFESSIONAL ENGINEERING DESIGN CONSULTANT SERVICES AGREEMENT WITH W.G. ZIMMERMAN ENGINEERING, INC. FOR THE EAST BURNETT STREET HISTORICAL DISTRICT PEDESTRIAN AND BIKE ENHANCEMENT PROJECT

Summary:

The 2023-2028 City of Signal Hill Strategic Plan promotes multi-modal transportation through the development of bicycle lanes and walking trails, as outlined in the City's General Plan and Circulating Element. The East Burnett Street Corridor, which extends from Walnut Avenue to Dawson Avenue, is a well-used route for pedestrians and bicyclists. In June 2023, the California Transportation Commission awarded the City \$2,785,000 in Active Transportation Program (ATP) funding with a \$109,000 local match. The proposed project includes new sidewalks, a Class 2 bicycle lane, ADA curb ramps, enhanced lighting, landscaping, and roadway upgrades to improve safety and accessibility.

The City completed the Project Approval and Environmental Documentation (PA&ED) phase and conducted the CEQA environmental review. In May 2025, the City filed a Notice of Exemption under CEQA Guidelines Section 15301, confirming the project qualifies for a Class 1 Categorical Exemption. On July 18, 2025, Public Works released the Request for Proposals for the Plans, Specifications, and Estimates (PS&E) phase. Following the proposal review process and negotiations with the best qualified firm, Public Works recommends the City Council award a Professional Services Agreement to W.G. Zimmerman Engineering, Inc. to prepare the PS&E documents. If approved by the City Council, the consultant would begin work in October 2025, with completion expected by April 2026.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and

increasing emergency preparedness.

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager to enter into a Professional Engineering Design Consultant Services Agreement with W.G. Zimmerman Engineering, Inc. to prepare the PS&E documents for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project, for a term of 6 months and a not-to-exceed contract amount of \$245,372.70, in a form approved by the City Attorney; and
2. Authorize the Public Works Director/City Engineer to utilize a project contingency of up to 10% (\$24,537.27) and approve a 180-calendar day term extension to accommodate any unforeseen conditions. The proposed contingency would bring the total contract agreement budget to \$269,909.97.

Fiscal Impact:

The total project budget for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project is \$2,894,000, which covers the cost for the PA&ED phase, PS&E, and construction. The Active Transportation Program (ATP Cycle 6) grant allocates \$2,785,000, and CIP reserves contribute the remaining \$109,000.

The proposed agreement with W.G. Zimmerman Engineering Incorporated, for PS&E services, totals \$245,372.70. The PS&E phase has a budget of \$318,000, funded with \$306,000 from ATP Cycle 6 and \$12,000 from CIP reserves; this amount is sufficient to cover the proposed contract.

Background:

The East Burnett Street Corridor extends from Walnut Avenue to Dawson Avenue through Skyline Drive; this segment is a heavily used route for pedestrians and bicyclists. Despite its popularity, the corridor lacks critical infrastructure, including continuous sidewalks, dedicated bike lanes, and appropriate signage to support pedestrian and bicycle safety. The City's General Plan Circulation Element and Bikeway Plan identify this route as a priority for future multimodal improvements. As a result, staff has been actively pursuing funding opportunities to implement the necessary improvements and bring the plan to fruition.

In June 2022, the Public Works Department applied for and received funding through Cycle 6 of the California Active Transportation Program (ATP). The ATP encourages local agencies to improve infrastructure that supports walking, biking, and other non-motorized modes of transportation. The East Burnett Street Historical District Pedestrian and Bike Enhancement Project seeks to support these goals and enhance connectivity to popular community destinations, including Heritage Point Park, Hilltop Park, the Panorama Trail system, Signal Hill Elementary School, transit stops, and nearby neighborhoods.

On June 28, 2023, the California Transportation Commission approved \$2,785,000 in ATP grant

funds for the project, with a required City match of \$109,000. On May 14, 2024, the City Council authorized execution of a Master Agreement with Caltrans to secure project funding and move forward with implementation. The East Burnett Street Historical District Pedestrian and Bike Enhancement Project consists of three phases: Project Approval and Environmental Documentation (PA&ED), preparation of Plans, Specifications, and Estimates (PS&E), and construction.

Phase I of the project secured environmental clearance in compliance with the California Environmental Quality Act (CEQA). On October 22, 2024, the City Council approved a professional services agreement with Catalyst Environmental Solutions Corporation to complete this phase of the project. Catalyst conducted the environmental analysis and prepared the required documentation. In May 2025, the City filed a Notice of Exemption for the project under CEQA Guidelines Section 15301, citing the project as a Class 1 Categorical Exemption applicable for existing facilities. The exemption concluded that the project would not result in significant environmental impacts and qualified for streamlined environmental clearance.

Phase II of the project includes preparing plans, specifications, and estimates to transition the project into construction; this phase encompasses the following improvements:

- Construction of approximately 1,560 linear feet of sidewalks along East Burnett Street between Gaviota Avenue and Cherry Avenue, including retaining walls and parkway landscaping.
- Installation of 14 Americans with Disabilities Act (ADA) compliant curb ramps.
- Installation of 15 sidewalk lights to enhance pedestrian safety.
- Striping of approximately 2,830 linear feet of new Class II bike lanes along East Burnett Avenue and Skyline Drive from Walnut Avenue to Dawson Avenue.
- Full-depth reconstruction of the roadway between Walnut Avenue and Cherry Avenue and cold-planing with resurfacing along Skyline Drive.
- Installation of a Rectangular Rapid Flashing Beacon (RRFB), three painted crosswalks, and traffic calming measures, including striping and pavement markings.

The proposed improvements would eliminate existing sidewalk gaps, enhance pedestrian and bicyclist safety, and establish a critical multimodal link within Signal Hill's circulation network. The project supports the City's long-term goals by increasing active transportation, reducing greenhouse gas emissions, and improving neighborhood connectivity within a historically significant area of the community.

Analysis:

On July 18, 2025, staff issued a Request for Proposal (RFP) for the preparation of the PS&E for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project. The City posted the RFP at the following locations:

- PlanetBids via the City's online portal
- City Website
- Public notice locations as identified in Signal Hill Municipal Code Section 1.08.010

Staff sent notifications to prospective proposers through the City's electronic bidding system; 54

prospective proposers downloaded the contract documents. The proposals were due to the City on August 29, 2025, at 2:00 pm.

Proposal Opening

The City received six (6) proposals from the following firms by the proposal deadline:

Consultant	Cost
AYCE Consulting Engineers, Incorporated	\$ 262,114.00
Kreuzer Consulting Group	\$ 193,830.00
Onward Engineering	\$ 269,701.60
RKA Consulting Group	\$ 199,284.00
Sunbeam Solar Technologies	\$ 314,660.00
W.G. Zimmerman Engineering, Incorporated	\$ 376,198.58

Staff verified each proposal for completeness and compliance with City requirements and confirmed that all firms had the required certifications and experience to perform the work under this agreement.

Evaluation Process and Consultant Selection

Following the receipt of all proposals, the City’s Consultant Selection Committee (consisting of the Public Works Director, Associate Engineer, and Contracts Manager) evaluated the submittals in accordance with the following criteria:

- A. Qualifications and Experience of the Firm
- B. Qualifications and experience of the personnel assigned to the project team
- C. Project Understanding, Approach and Responsiveness
- D. Cost of Services

Based on technical proposal evaluations, staff determined that W.G. Zimmerman Engineering, Inc. (WGZE) best met the criteria. WGZE presented a clear and well-defined methodology. The firm demonstrated the necessary qualifications, competence and relevant experience in roadway design, bikeway facilities, and traffic engineering. WGZE also helped prepare the successful ATP Cycle 6 grant application for this project, providing continuity and familiarity that will benefit the project design phase. WGZE’s recent completion of the Spring Street ATP Bicycle Gap Closure Project further underscores WGZE’s ability to deliver projects of similar scope and complexity.

Staff evaluated the proposal and negotiated adjustments to ensure the completeness of the scope of services, and the reasonableness and competitiveness of the fees. Staff deemed the total not-to-exceed cost of \$245,372.70 to be reasonable based on the agreed-upon anticipated work and is consistent with the City’s engineering estimates. The proposed cost for design services is consistent with the staff’s projected estimates and supported by the project budget.

Recommendation

Staff recommends the City Council award the Contract Services Agreement to W.G. Zimmerman

9/23/2025

Engineering, Inc. for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project's PS&E preparation, for a not-to-exceed amount of \$245,372.70 and a term of 6 months. If approved by the City Council, staff would issue a Notice to Proceed to WGZE in October 2025, anticipating contract completion by April 2026.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachment:

A. WGZE Design Consultant Agreement



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: SIAMLU COX
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

**DAVID CASTRO
MANAGEMENT ANALYST**

SUBJECT: ADOPT A RESOLUTION AUTHORIZING CARRYOVER APPROPRIATIONS FROM THE FISCAL YEAR 2024-25 OPERATING EXPENDITURE BUDGET AND CAPITAL IMPROVEMENT PLAN BUDGET, AND RELATED FUNDING, TO FISCAL YEAR 2025 -26 BUDGET

Summary:

Staff recommends that the City Council adopt a resolution authorizing the carryover of unspent appropriations from Fiscal Year (FY) 2024-25 to FY 2025-26. This routine annual process enables the City to re-appropriate funds for programs, purchases, and specific projects, particularly those within the Capital Improvement Program (CIP), that were not completed by the end of the prior fiscal year. Adopting this resolution ensures the continuity of essential projects and prevents the loss of existing budget authority.

Strategic Plan Goal(s):

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.
- Goal No. 3 Economic and Downtown Development: Improve the local economy, support local businesses, and create a vibrant downtown core.
- Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING CARRYOVER APPROPRIATIONS FROM THE FISCAL YEAR 2024-2025 OPERATING EXPENDITURE BUDGET AND CAPITAL IMPROVEMENT PLAN BUDGET, AMENDING THE FISCAL YEAR 2025-2026 BUDGET.

Fiscal Impact:

The recommended action would enable the reappropriation of funds in the current fiscal year without any fiscal impact on the City. The City Council previously allocated funds as part of the Fiscal Year 2024-25 budget. The carryover process helps to manage the current year's budget, while still ensuring the City can fund programs, purchases, and projects that were not completed in the prior fiscal year.

Subject to City Council approval, staff would amend the FY 2025-26 Budget to include citywide carryover appropriations of \$6,449,642; this amount reflects unspent appropriations from FY 2024-25, detailed by fund in Exhibit A (Attachment A). The proposed appropriations allow departments to continue with previously approved initiatives using existing budget authority.

Background:

At the end of each fiscal year, departments review their budget to identify any unspent or unencumbered funds that can be carried over into the next fiscal year. These funds may be allocated to previously approved projects, programs, or purchases that remain incomplete. The City Council must formally reappropriate carryover appropriations before these can be spent in the new fiscal year. This standard municipal budget practice ensures continuity and responsible financial management, allowing departments to continue work on approved initiatives.

Analysis:

The City's standard practice is to request City Council approval to carryover appropriations into the next fiscal year to complete previously approved and budgeted capital improvement projects. Carryover appropriations are not for new or unplanned spending, instead, these represent funds already authorized in the prior year's budget for ongoing projects, programs, and purchases, such as a multi-year capital project, a purchase ordered but not yet received, or a program that experienced a delay.

The proposed Resolution specifies each appropriation by department, account, and fund, including the amounts to be carried over. This approach ensures transparency and allows the City Council to review and approve each carryover, thereby confirming funds are utilized as intended and maintains budget integrity. Exhibit A of the proposed Resolution provides a breakdown of the total dollar

amounts requested for carryover appropriations from the General Fund, Water Enterprise, Vehicle Replacement Fund, and the Capital Improvement Program Fund with an additional appropriation of \$4,650,975 from the California Arts City Council Grant Fund for the Signal Hill Amphitheater Project:

Fund	Carryover Amount Requested
General Fund	\$494,933
Capital Improvement Program Fund	\$5,718,024
Enterprise Fund - Water	\$110,685
Internal Service Fund - Vehicle Replacement	\$126,000
Grand Total	\$6,449,642

If approved by the City Council, the proposed Resolution would authorize \$6,449,642 in carryover requests across multiple Funds. This proposed carryover amount is necessary to continue working on various capital projects and expenditures from the previous fiscal year into FY 2025-26, while maintaining budget integrity and responsible financial management.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. Resolution
- B. Exhibit A - FY 2024-25 Carryover Budget Adjustment Requests
- C. Exhibit B - Summary of Budget Adjustments (as of 2025-09-09)

RESOLUTION NO. 2025-09-XXXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING CARRYOVER APPROPRIATIONS FROM THE FISCAL YEAR 2024-2025 OPERATING EXPENDITURE BUDGET AND CAPITAL IMPROVEMENT PLAN BUDGET, AMENDING THE FISCAL YEAR 2025-2026 BUDGET

WHEREAS, the City Manager submitted a proposed Annual Operating and Capital Budget for Fiscal Year 2025-26 which was adopted by the City Council on June 10, 2025; and

WHEREAS, carryover appropriations can be allocated for continuing existing programs, projects, operating expenditures, and the Capital Improvement Plan (CIP) budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The Annual Operating and Capital Budget for Fiscal Year 2025-26 is hereby amended to incorporate the carryover appropriations and CIP adjustments as shown in Table A.

Table A
City of Signal Hill
FY2024-25 Carryover Budget Adjustment Requests

Department	Fund	Dept	Acct	Project/ Adjustment Type	Description	Carryover Amount	
General Fund							
1	Administration	100	47	5400	One-Time	Contract Services - Homeless Prevention Pilot Program, Business Attraction Services, Relocation Services for Tenants, Opportunity Study Areas Study	\$ 112,105
2	Public Works	100	92	5830	One-Time	Furniture & Fixtures - Professional Services for Labor Work at the City Yard Office Buildings	\$ 10,675
3	Finance	100	52	5840	One-Time	Capital Outlay - Police Dept Network Redundancy, Computers, Laptops, IT Infrastructure, Special IT Labor	\$ 372,153
General Fund (increase)/ decrease						Total	\$ 494,933
Capital Improvement Program							
4	CIP Fund	400	40	5894	90.26003	Pavement Management project - Construction Services for California Ave & 28th St	\$ 100,000
5	CIP Fund	400	40	5895	80.24002	Emergency repairs project - Professional Services for Panorama Promenade Slope Landscape	\$ 22,979
6	CIP Fund	400	40	5896	90.24013.CIPG.240	Amphitheater project - Professional Services	\$ 4,650,975
7	CIP Fund	400	40	5896	90.25018.CIPR.113	Citywide roof replacement project - Professional Services	\$ 944,070
CIP Fund (increase)/ decrease						Total	\$ 5,718,024
Enterprise Fund - Water							
8	Water Fund	500	40	5400	One-Time	Contract Services - Residential Water Meter Reading Services, Water Master Plan & Rate Study	\$ 40,490
9	Water Fund	500	40	5423	One-Time	Engineering Services - Water Quality Coordinator Services, Water Operator Consulting Services	\$ 52,930
10	Water Fund	500	40	5840	One-Time	General PLC and HMI Improvements project - On Call Services for Phase I	\$ 17,265
Water Fund (increase)/ decrease						Total	\$ 110,685
Internal Service Fund - Vehicle Replacement Fund							
11	Fleet Fund	601	40	5840	One-Time	Capital Outlay - Charging Stations Installation	\$ 100,000
12	Fleet Fund	601	40	5842	One-Time	Vehicles & Large Equipment - Upfitting costs for PD Vehicle	\$ 26,000
Fleet Fund (increase)/ decrease						Total	\$ 126,000

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 23rd Day of September, 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA PEREZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)ss
CITY OF SIGNAL HILL)

I, DARITZA PEREZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2026-09-XXXX was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 23rd Day of September, 2025, and that the same was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DARITZA PEREZ
CITY CLERK

Exhibit A
City of Signal Hill
FY 2024-25 Carryover Budget Adjustment Requests

Department	Fund	Dept	Acct	Project/ Adjustment Type	Description	Current Budget	Carryover Amount	Proposed Budget	
General Fund									
1	Administration	100	47	5400	One-Time	Contract Services - Homeless Prevention Pilot Program, Business Attraction Services, Relocation Services for Tenants, Opportunity Study Areas Study	\$ 762,062	\$ 112,105	\$ 874,167
2	Public Works	100	92	5830	One-Time	Furniture & Fixtures - Professional Services for Labor Work at the City Yard Office Buildings	\$ -	\$ 10,675	\$ 10,675
3	Finance	100	52	5840	One-Time	Capital Outlay - Police Dept Network Redundancy, Computers, Laptops, IT Infrastructure, Special IT Labor	\$ 150,000.00	\$ 372,153	\$ 522,153
General Fund (increase) / decrease						Total	\$ 912,062	\$ 494,933	\$ 1,406,996
Capital Improvement Program									
4	CIP Fund	400	40	5894	90.26003	Pavement Management project - Construction Services for California Ave & 28th St	\$ 6,636,232	\$ 100,000	\$ 6,736,232
5	CIP Fund	400	40	5895	80.24002	Emergency repairs project - Professional Services for Panorama Promenade Slope Landscape	\$ 2,371,772	\$ 22,979	\$ 2,394,751
6	CIP Fund	400	40	5896	90.24013.CIPG.240	Amphitheater project - Professional Services	\$ 6,119,693	\$ 4,650,975	\$ 10,770,668
7	CIP Fund	400	40	5896	90.25018.CIPR.113	Citywide roof replacement project - Professional Services	\$ 6,119,693	\$ 944,070	\$ 7,063,763
CIP Fund (increase) / decrease						Total	\$ 15,127,697	\$ 5,718,024	\$ 20,845,721
Enterprise Fund - Water									
8	Water Fund	500	40	5400	One-Time	Contract Services - Residential Water Meter Reading Services, Water Master Plan & Rate Study	\$ 230,100	\$ 40,490	\$ 270,590
9	Water Fund	500	40	5423	One-Time	Engineering Services - Water Quality Coordinator Services, Water Operator Consulting Services	\$ 200,000	\$ 52,930	\$ 252,930
10	Water Fund	500	40	5840	One-Time	General PLC and HMI Improvements project - On Call Services for Phase I	\$ 8,603,372	\$ 17,265	\$ 8,620,637
Water Fund (increase) / decrease						Total	\$ 9,033,472	\$ 110,685	\$ 9,144,157
Internal Service Fund - Vehicle Replacement Fund									
11	Fleet Fund	601	40	5840	One-Time	Capital Outlay - Charging Stations Installation	\$ 150,000	\$ 100,000	\$ 250,000
12	Fleet Fund	601	40	5842	One-Time	Vehicles & Large Equipment - Upfitting costs for PD Vehicle	\$ 834,000	\$ 26,000	\$ 860,000
Fleet Fund (increase) / decrease						Total	\$ 984,000	\$ 126,000	\$ 1,110,000

Exhibit B

CITY OF SIGNAL HILL - SUMMARY OF BUDGET ADJUSTMENTS - FY 2025-26

Budget Adjustment #	Council Date	Description		Revenues	Expenditures	Capital Outlay	Transfers In	Transfers Out	Net Change
General Fund - 100			Adopted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93	
BA 26-004	7/8/2025	Custodial Maintenance Agreement			37,063.00				(37,063.00)
BA 26-005	7/8/2025	Police Investigation Services Increase - Amendment 1			50,000.00				(50,000.00)
BA 26-006	8/26/2025	Awarded Emergency Management Performance Grant (EMPG)		6,000.00	6,000.00				-
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs					123,167.00	123,167.00	-
			Adjusted	38,424,037.53	37,828,869.60	682,230.93	1,373,707.00	1,745,937.93	Total (87,063.00)
Capital Improvement Reserves - 113			Adopted	-	-	-	-	2,230,541.58	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP						220,972.15	(220,972.15)
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs					123,167.00	123,167.00	-
			Adjusted	-	-	-	123,167.00	2,574,680.73	Total (220,972.15)
Park Reserve - 117			Adopted	-	-	-	400,000.00	-	
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs						123,167.00	(123,167.00)
			Adjusted	-	-	-	400,000.00	123,167.00	Total (123,167.00)
Prop A - 202			Adopted	321,190.00	320,375.38	-	-	-	
BA 26-002	6/24/2025	Increase Expenditures Budget for Proposition A Fund			120,802.00				(120,802.00)
			Adjusted	321,190.00	441,177.38	-	-	-	Total (120,802.00)
Capital Grants Fund - 240			Adopted	3,774,998.00	-	-	-	3,774,998.00	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP		70,000.00				70,000.00	-
			Adjusted	3,844,998.00	-	-	-	3,844,998.00	Total -
Capital Improvements - CIP - 400			Adopted	-	-	13,609,635.02	13,609,635.02	-	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP				290,972.15	290,972.15		-
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs				123,167.00	123,167.00		-
			Adjusted	-	-	14,023,774.17	14,023,774.17	-	Total -
Water Operations Fund - 500			Adopted	8,096,487.00	7,955,525.00	6,837,795.00	79,742.00	-	
BA 26-001	6/24/2025	Increase Project Budget for Gundry Reservoir Roof Replacement & Coating CIP				1,765,577.00			(1,765,577.00)
			Adjusted	8,096,487.00	7,955,525.00	8,603,372.00	79,742.00	-	Total (1,765,577.00)

Notes: If the net change is positive, there is an overall increase to the Fund Balance. If negative, there is an overall reduction to the Fund Balance.



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: SIAMLU COX
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

**DAVID CASTRO
MANAGEMENT ANALYST**

SUBJECT: ADOPT A RESOLUTION AUTHORIZING CARRYOVER APPROPRIATIONS FROM THE FISCAL YEAR 2024-25 OPERATING EXPENDITURE BUDGET AND CAPITAL IMPROVEMENT PLAN BUDGET, AND RELATED FUNDING, TO FISCAL YEAR 2025 -26 BUDGET

Summary:

Staff recommends that the City Council adopt a resolution authorizing the carryover of unspent appropriations from Fiscal Year (FY) 2024-25 to FY 2025-26. This routine annual process enables the City to re-appropriate funds for programs, purchases, and specific projects, particularly those within the Capital Improvement Program (CIP), that were not completed by the end of the prior fiscal year. Adopting this resolution ensures the continuity of essential projects and prevents the loss of existing budget authority.

Strategic Plan Goal(s):

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.
- Goal No. 3 Economic and Downtown Development: Improve the local economy, support local businesses, and create a vibrant downtown core.
- Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING CARRYOVER APPROPRIATIONS FROM THE FISCAL YEAR 2024-2025 OPERATING EXPENDITURE BUDGET AND CAPITAL IMPROVEMENT PLAN BUDGET, AMENDING THE FISCAL YEAR 2025-2026 BUDGET.

Fiscal Impact:

The recommended action would enable the reappropriation of funds in the current fiscal year without any fiscal impact on the City. The City Council previously allocated funds as part of the Fiscal Year 2024-25 budget. The carryover process helps to manage the current year's budget, while still ensuring the City can fund programs, purchases, and projects that were not completed in the prior fiscal year.

Subject to City Council approval, staff would amend the FY 2025-26 Budget to include citywide carryover appropriations of \$6,449,642; this amount reflects unspent appropriations from FY 2024-25, detailed by fund in Exhibit A (Attachment A). The proposed appropriations allow departments to continue with previously approved initiatives using existing budget authority.

Background:

At the end of each fiscal year, departments review their budget to identify any unspent or unencumbered funds that can be carried over into the next fiscal year. These funds may be allocated to previously approved projects, programs, or purchases that remain incomplete. The City Council must formally reappropriate carryover appropriations before these can be spent in the new fiscal year. This standard municipal budget practice ensures continuity and responsible financial management, allowing departments to continue work on approved initiatives.

Analysis:

The City's standard practice is to request City Council approval to carryover appropriations into the next fiscal year to complete previously approved and budgeted capital improvement projects. Carryover appropriations are not for new or unplanned spending, instead, these represent funds already authorized in the prior year's budget for ongoing projects, programs, and purchases, such as a multi-year capital project, a purchase ordered but not yet received, or a program that experienced a delay.

The proposed Resolution specifies each appropriation by department, account, and fund, including the amounts to be carried over. This approach ensures transparency and allows the City Council to review and approve each carryover, thereby confirming funds are utilized as intended and maintains budget integrity. Exhibit A of the proposed Resolution provides a breakdown of the total dollar

amounts requested for carryover appropriations from the General Fund, Water Enterprise, Vehicle Replacement Fund, and the Capital Improvement Program Fund with an additional appropriation of \$4,650,975 from the California Arts City Council Grant Fund for the Signal Hill Amphitheater Project:

Fund	Carryover Amount Requested
General Fund	\$494,933
Capital Improvement Program Fund	\$5,718,024
Enterprise Fund - Water	\$110,685
Internal Service Fund - Vehicle Replacement	\$126,000
Grand Total	\$6,449,642

If approved by the City Council, the proposed Resolution would authorize \$6,449,642 in carryover requests across multiple Funds. This proposed carryover amount is necessary to continue working on various capital projects and expenditures from the previous fiscal year into FY 2025-26, while maintaining budget integrity and responsible financial management.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. Resolution
- B. Exhibit A - FY 2024-25 Carryover Budget Adjustment Requests
- C. Exhibit B - Summary of Budget Adjustments (as of 2025-09-09)



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**SUBJECT: PUBLIC WORKS CONTRACT WITH WESTOVER CONTROLS CORPORATION FOR
THE POLICE DEPARTMENT HVAC UPGRADES**

Summary:

The HVAC system at the Police Department has experienced persistent operational problems over the past two years, including temperature regulation failures, fluctuating humidity levels, and reduced efficiency. The Public Works staff and the City's Information Technology consultants have conducted interim maintenance that has sustained limited functionality; however, these efforts cannot maintain long-term reliability. Staff reached out to City's current on-call contractors to solicit proposals to address the system's issues. Each company offered complete system replacement, which would have required the removal and replacement of both the controls and equipment at a significantly higher cost. Westover Controls Corporation, the original installer of record, evaluated the system and submitted a proposal to provide and install a retrofit solution for this project.

Westover is uniquely qualified to perform this work, as the only contractor with direct knowledge of the system. Awarding the contract to Westover would ensure timely resolution and protect operational continuity at this 24/7 essential public safety facility. Following a comprehensive review of the required services, staff recommends the City Council award a sole-source contract to Westover Controls Corporation pursuant to Signal Hill Municipal Code Section 3.20.120, which permits the City Council to authorize a contract without competitive bidding when a vendor possesses the unique qualifications and specialized expertise necessary to perform the work. If approved by the City Council, the HVAC upgrades at the Police Department would begin in September 2025, with completion anticipated by December 2025.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager to enter into a Public Works Contract with Westover Controls Corporation, for a term of 90 calendar days in the amount of \$74,924.96, for the Police Department HVAC system upgrade.
2. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-26.

Fiscal Impact:

The total cost of the Police Department HVAC upgrade is \$74,924.96. The City's adopted budget for this project (Project No. 90.25014) was \$70,000 in Fiscal Year (FY) 2024-25, but remained unspent while staff evaluated potential repair solutions. Staff is requesting to carry forward the unused funds into FY 2025-26, resulting in a total project budget of \$70,000. Staff proposes using \$4,924.96 from the Facilities Maintenance Division operating account (100-92-5400) to cover the remaining cost. The Fiscal Year 2025-26 budget provides full funding for the project.

Background:

The Signal Hill Police Department HVAC system relies on automation controls installed in 2012 to regulate temperature and humidity in the building. On July 16, 2024, a power surge damaged the computer that operates the HVAC controls. City staff attempted to replace the computer, but the software was not compatible with newer versions of the Microsoft Windows operating system. As a temporary measure, staff located an older computer with an outdated operating system and sent it to an outside vendor for repair, which enabled partial use of the system.

Staff contacted Westover Controls Corporation, the original installer of the system, for assistance. Westover confirmed that Schneider Electric, the original equipment manufacturer, discontinued the Andover Continuum product line and no longer supports the obsolete Pinpoint software. After conducting a remote assessment, Westover restored limited functionality following a system blackout. Despite these efforts, the system continues to experience intermittent communication issues, confirming that the current controls lack long-term reliability.

Analysis:

Westover Controls Corporation evaluated the Police Department HVAC system and determined that the mechanical components and automation controls remain in fair condition. However, the software required to interface with the controllers is outdated and must be replaced. As part of the evaluation process, staff also solicited proposals from the City's current on-call contractors, Soffa Electric Incorporated, Freedom Automation Incorporated, and Power-Tech Engineers Incorporated. Each company staff contacted offered complete system replacement, which would have required removal

and replacement of both the controls and equipment at a significantly higher cost. None of the firms provided a retrofit option to restore the existing controls. In contrast, Westover's retrofit proposal preserves the existing infrastructure, avoids unnecessary capital replacement, and provides a practical, cost-effective solution that meets operational needs while minimizing cost and disruption.

Westover Controls remains the only qualified vendor currently maintaining the City's HVAC system and possesses the specialized expertise needed to work with the equipment at the Police Department. Selecting another contractor would result in duplicative troubleshooting, higher costs, and delays in addressing the problem. Operational continuity is essential for a 24/7 public safety facility, where reliable heating, cooling, and ventilation are critical to support staff performance, ensure detainee safety, and protect sensitive electronic equipment. Under Signal Hill Municipal Code Section 3.20.120, the City Council may authorize a contract without competitive bidding when only one vendor possesses the unique qualifications and expertise required. Staff determined that Westover meets this sole source standard and recommends awarding the contract accordingly.

The proposed contract includes a 90-day warranty on parts and labor. Industry standards indicate new HVAC control systems provide a service life of 20 years when properly maintained. The components remaining in place have an estimated eight years of useful life. The upgrades would restore dependable climate control at the Police Department, improve indoor air quality through enhancements required by California Code of Regulations Title 24, reduce energy consumption, and lower ongoing maintenance costs. In addition, the project would modernize the system and safeguard sensitive IT and electrical equipment, ensuring continuous and reliable operation at this essential public safety facility.

Staff recommends awarding a contract to Westover Controls Corporation on a sole-source basis under Signal Hill Municipal Code Section 3.20.120, which permits the City Council to approve contracts without competitive bidding when only one vendor has the expertise and qualifications needed. If approved by the City Council, the HVAC upgrades at the Police Department would begin in September 2025 and are expected to be completed by December 2025.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. Agreement
- B. Budget Resolution

CITY OF SIGNAL HILL
SHORT FORM CONSTRUCTION CONTRACT

1. PARTIES AND DATE.

This Contract is made and entered into this 23rd day of September, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue Signal Hill, CA 90755 ("City") and Westover Controls Corporation a corporation with its principal place of business at 2627 N Ontario St, Burbank, CA 91501 ("Contractor"). City and Contractor are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 City. City is a municipal corporation organized under the laws of the State of California, with power to contract for services necessary to achieve its purpose.

2.2 Contractor. Contractor desires to perform and assume responsibility for the provision of HVAC System Upgrade services required by the City on the terms and conditions set forth in this Contract. Contractor represents that it is experienced in providing HVAC System Upgrade services to public clients, that it and its employees or subcontractors have all necessary licenses and permits to perform such HVAC System Upgrade services in the State of California, and that it is familiar with the plans of City.

2.3 Project. City desires to engage Contractor to render such services for the Police Department HVAC System Upgrade Project ("Project") as set forth in this Contract.

3. TERMS

3.1 Term. The term of this Contract shall be for a term of 90 calendar days from the date on the Notice to Proceed, unless earlier terminated as provided herein. Contractor shall complete the Work within the term of this Contract, and shall meet any other established schedules and deadlines.

3.2 Incorporation of Documents. This Contract includes and hereby incorporates in full by reference the following documents, including all exhibits, drawings, specifications and documents therein, and attachments and addenda thereto: type of service being provided, Title 24 Ventilation Requirements, parts, materials and labor costs.

3.3 Contractor's Basic Obligation; Scope of Work. Contractor promises and agrees, at its own cost and expense, to furnish to the Owner all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately complete the Project, including all structures and facilities necessary for the Project or described in the Contract (hereinafter sometimes referred to as the "Work"), for a Total Contract Price as specified pursuant to this Contract. All Work shall be subject to, and performed in accordance with the above referenced documents, as well as the exhibits attached hereto and incorporated herein by reference. The plans and specifications for the Work are further described in Exhibit "A" attached hereto and incorporated herein by this reference. All Services shall be subject to, and performed in accordance with, this Agreement, any exhibits attached hereto and incorporated herein by

reference, and all applicable local, state and federal laws, rules and regulations. All Services performed by the Contractor shall be subject to the sole and discretionary approval of the City, which approval shall not be unreasonably withheld.

3.4 Change in Scope of Work. Any change in the scope of the Work, method of performance, nature of materials or price thereof, or any other matter materially affecting the performance or nature of the Work shall not be paid for or accepted unless such change, addition or deletion is approved in advance and in writing by a valid change order executed by the City.

3.5 Period of Performance and Liquidated Damages. Contractor shall perform and complete all Work under this Contract within 90 calendar days, beginning the effective date of the Notice to Proceed ("Contract Time"). Contractor shall perform its Work in strict accordance with any completion schedule, construction schedule or project milestones developed by the City. Such schedules or milestones may be included as part of Exhibits "A" or "B" attached hereto, or may be provided separately in writing to the Contractor. Contractor agrees that if such Work is not completed within the aforementioned Contract Time and/or pursuant to any such completion schedule, construction schedule or project milestones developed pursuant to provisions of the Contract, it is understood, acknowledged and agreed that the City will suffer damage. Pursuant to Government Code Section 53069.85, Contractor shall pay to the City as fixed and liquidated damages the sum of \$500 per day for each and every calendar day of delay beyond the Contract Time or beyond any completion schedule, construction schedule or Project milestones established pursuant to the Contract.

3.6 Standard of Performance; Performance of Employees. Contractor shall perform all Work under this Contract in a skillful and workmanlike manner, and consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the professional calling necessary to perform the Work. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Work assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Work, and that such licenses and approvals shall be maintained throughout the term of this Contract. As provided for in the indemnification provisions of this Contract, Contractor shall perform, at its own cost and expense and without reimbursement from the City, any work necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein. Any employee who is determined by the City to be uncooperative, incompetent, a threat to the safety of persons or the Work, or any employee who fails or refuses to perform the Work in a manner acceptable to the City, shall be promptly removed from the Project by the Contractor and shall not be re-employed on the Work.

3.7 Independent Contractor; Control and Payment of Subordinates. The Work shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Work subject to the requirements of this Contract. City retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different work for others during the term of this Contract. Any additional personnel performing the Work under this Contract on behalf of Contractor shall also not be employees of City and shall at all times be under Contractor's exclusive direction and control. Neither City, or any of its officials, officers, directors, employees or agents shall have control over the conduct of Contractor or any of Contractor's officers, employees or agents, except as set forth in this Contract. Contractor shall pay all wages, salaries, and other amounts due such

personnel in connection with their performance of the Work under this Contract and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.8 City's Basic Obligation. City agrees to engage and does hereby engage Contractor as an independent contractor to furnish all materials and to perform all Work according to the terms and conditions herein contained for the sum set forth above. Except as otherwise provided in the Contract, the City shall pay to Contractor, as full consideration for the satisfactory performance by the Contractor of the services and obligations required by this Contract, the above referenced compensation in accordance with compensation provisions set forth in the Contract.

3.9 Compensation and Payment.

3.9.1 Amount of Compensation. As consideration for performance of the Work required herein, City agrees to pay Contractor the Total Contract Price of Seventy-Four Thousand Nine-Hundred Twenty-Four Dollars and Ninety-Six Cents (\$74,924.96) ("Total Contract Price") provided that such amount shall be subject to adjustment pursuant to the applicable terms of this Contract or written change orders approved and signed in advance by the City.

3.9.2 Payment of Compensation. If the Work is scheduled for completion in thirty (30) or less calendar days, City will arrange for payment of the Total Contract Price upon completion and approval by City of the Work. If the Work is scheduled for completion in more than thirty (30) calendar days, City will pay Contractor on a monthly basis as provided for herein. On or before the fifth (5th) day of each month, Contractor shall submit to the City an itemized application for payment in the format supplied by the City indicating the amount of Work completed since commencement of the Work or since the last progress payment. These applications shall be supported by evidence which is required by this Contract and such other documentation as the City may require. The Contractor shall certify that the Work for which payment is requested has been done and that the materials listed are stored where indicated. Contractor may be required to furnish a detailed schedule of values upon request of the City and in such detail and form as the City shall request, showing the quantities, unit prices, overhead, profit, and all other expenses involved in order to provide a basis for determining the amount of progress payments.

City shall review and pay all progress payment requests in accordance with the provisions set forth in Section 20104.50 of the California Public Contract Code. No progress payments will be made for Work not completed in accordance with this Contract.

3.9.3 Contract Retentions. From each approved progress estimate, five percent (5%) will be deducted and retained by the City, and the remainder will be paid to Contractor. All Contract retainage shall be released and paid to the Contractor and subcontractors pursuant to California Public Contract Code Section 7107.

3.9.4 Other Retentions. In addition to Contract retentions, the City may deduct from each progress payment an amount necessary to protect City from loss because of: (1) liquidated damages which have accrued as of the date of the application for payment; (2) any sums expended by the City in performing any of Contractor's obligations under the Contract which Contractor has failed to perform or has performed inadequately; (3) defective Work not remedied; (4) stop payment notices as allowed by state law; (5) reasonable doubt that the Work can be completed for the unpaid balance of the Total Contract Price or within the scheduled completion

date; (6) unsatisfactory prosecution of the Work by Contractor; (7) unauthorized deviations from the Contract; (8) failure of the Contractor to maintain or submit on a timely basis proper and sufficient documentation as required by the Contract or by City during the prosecution of the Work; (9) erroneous or false estimates by the Contractor of the value of the Work performed; (10) any sums representing expenses, losses, or damages as determined by the City, incurred by the City for which Contractor is liable under the Contract; and (11) any other sums which the City is entitled to recover from Contractor under the terms of the Contract or pursuant to state law, including Section 1727 of the California Labor Code. The failure by the City to deduct any of these sums from a progress payment shall not constitute a waiver of the City's right to such sums.

3.9.5 Substitutions for Contract Retentions. In accordance with California Public Contract Code Section 22300, the City will permit the substitution of securities for any monies withheld by the City to ensure performance under the Contract. At the request and expense of the Contractor, securities equivalent to the amount withheld shall be deposited with the City, or with a state or federally chartered bank in California as the escrow agent, and thereafter the City shall then pay such monies to the Contractor as they come due. Upon satisfactory completion of the Contract, the securities shall be returned to the Contractor. For purposes of this Section and Section 22300 of the Public Contract Code, the term "satisfactory completion of the contract" shall mean the time the City has issued written final acceptance of the Work and filed a Notice of Completion as required by law and provisions of this Contract. The Contractor shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon. The escrow agreement used for the purposes of this Section shall be in the form provided by the City.

3.9.6 Payment to Subcontractors. Contractor shall pay all subcontractors for and on account of work performed by such subcontractors in accordance with the terms of their respective subcontracts and as provided for in Section 7108.5 of the California Business and Professions Code. Such payments to subcontractors shall be based on the measurements and estimates made and progress payments provided to Contractor pursuant to this Contract.

3.9.7 Title to Work. As security for partial, progress, or other payments, title to Work for which such payments are made shall pass to the City at the time of payment. To the extent that title has not previously been vested in the City by reason of payments, full title shall pass to the City at delivery of the Work at the destination and time specified in this Contract. Such transferred title shall in each case be good, free and clear from any and all security interests, liens, or other encumbrances. Contractor promises and agrees that it will not pledge, hypothecate, or otherwise encumber the items in any manner that would result in any lien, security interest, charge, or claim upon or against said items. Such transfer of title shall not imply acceptance by the City, nor relieve Contractor from the responsibility to strictly comply with the Contract, and shall not relieve Contractor of responsibility for any loss of or damage to items.

3.10 Termination. This Contract may be terminated by City at any time by giving Contractor three (3) days advance written notice. In the event of termination by City for any reason other than the fault of Contractor, City shall pay Contractor for all Work performed up to that time as provided herein. In the event of breach of the Contract by Contractor, City may terminate the Contract immediately without notice, may reduce payment to the Contractor in the amount necessary to offset City's resulting damages, and may pursue any other available recourse against Contractor. Contractor may not terminate this Contract except for cause.

In the event this Contract is terminated in whole or in part as provided, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated. Further, if this Contract is terminated as provided, City may require Contractor to provide all finished or unfinished documents, data, diagrams, drawings, materials or other matter prepared or built by Contractor in connection with its performance of this Contract.

3.11 Completion of Work. When the Contractor determines that it has completed the Work required herein, Contractor shall so notify City in writing and shall furnish all labor and material releases required by this Contract. City shall thereupon inspect the Work. If the Work is not acceptable to the City, the City shall indicate to Contractor in writing the specific portions or items of Work which are unsatisfactory or incomplete. Once Contractor determines that it has completed the incomplete or unsatisfactory Work, Contractor may request a re-inspection by the City. Once the Work is acceptable to City, City shall pay to Contractor the Total Contract Price remaining to be paid, less any amount which City may be authorized or directed by law to retain. Payment of retention proceeds due to Contractor shall be made in accordance with Section 7107 of the California Public Contract Code.

3.12 City's Representative. The City hereby designates Gabino Luna, Deputy Director, or his/her designee, to act as its representative for the performance of this Contract ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. Contractor shall not accept direction or orders from any person other than the City's Representative or his/her designee.

3.13 Contractor's Representative. Before starting the Work, Contractor shall submit in writing the name, qualifications and experience of its proposed representative who shall be subject to the review and approval of the City ("Contractor's Representative"). Following approval by the City, the Contractor's Representative shall have full authority to represent and act on behalf of the Contractor for all purposes under this Contract. The Contractor's Representative shall supervise and direct the Work, using his best skill and attention, and shall be responsible for all construction means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Contract. Contractor's Representative shall devote full time to the Project and either he or his designee, who shall be acceptable to the City, shall be present at the Work site at all times that any Work is in progress and at any time that any employee or subcontractor of Contractor is present at the Work site. Arrangements for responsible supervision, acceptable to the City, shall be made for emergency Work which may be required. Should Contractor desire to change its Contractor's Representative, Contractor shall provide the information specified above and obtain the City's written approval.

3.14 Contract Interpretation. Should any question arise regarding the meaning or import of any of the provisions of this Contract or written or oral instructions from City, the matter shall be referred to City's Representative, whose decision shall be binding upon Contractor.

3.15 Loss and Damage. Contractor shall be responsible for all loss and damage which may arise out of the nature of the Work agreed to herein, or from the action of the elements, or from any unforeseen difficulties which may arise or be encountered in the prosecution of the Work until the same is fully completed and accepted by City. However, Contractor shall be responsible for damage proximately caused by Acts of God, within the meaning of Section 7105 of the California Public Contract Code, only to the extent of five percent (5%) of the Total Contract Price as specified herein. In the event of damage proximately caused by "Acts of God," the City may terminate this Contract upon three (3) days advanced written notice.

3.16 Indemnification. Contractor shall defend (with counsel of City Council's choosing), indemnify and hold City, its officials, officers, agents, employees and representatives free and harmless from any and all claims, demands, causes of action, costs, expenses, liabilities, losses, damages or injuries, in law or equity, regardless of whether the allegations are false, fraudulent, or groundless, to property or persons, including wrongful death, to the extent arising out of or incident to any acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Work or this Contract, including claims made by subcontractors for nonpayment, including without limitation the payment of all consequential damages and attorneys' fees and other related costs and expenses. To the fullest extent permitted by law, Contractor shall defend, at Contractor's own cost, expense and risk, with City Council's choosing, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its officials, officers, agents, employees and representatives. To the extent of its liability, Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City, its officials, officers, employees, agents, employees and representatives, in any such suit, action or other legal proceeding. Contractor shall reimburse City, its officials, officers, agents, employees, and representatives, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. The only limitations on this provision shall be those imposed by Civil Code Section 2782.

3.17 Insurance. Contractor agrees to procure and maintain, at Contractor's expense all insurance specified in Exhibit "C" attached hereto and by this reference incorporated herein. Contractor shall require all subcontractors to carry the same policies and limits of insurance that the Contractor is required to maintain, unless otherwise approved in writing by the City.

3.18 Bond Requirements.

3.18.1 Payment Bond. If required by law or otherwise specifically requested by City in Exhibit "B" attached hereto and incorporated herein by reference, Contractor shall execute and provide to City concurrently with this Contract a Payment Bond in an amount required by the City and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until the bond has been received and approved by the City.

3.18.2 Performance Bond. If specifically requested by City in Exhibit "B" attached hereto and incorporated herein by reference, Contractor shall execute and provide to City concurrently with this Contract a Performance Bond in an amount required by the City and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until the bond has been received and approved by the City.

3.18.3 Bond Provisions. Should, in City's sole opinion, any bond become insufficient or any surety be found to be unsatisfactory, Contractor shall renew or replace the affected bond within (ten) 10 days of receiving notice from City. In the event the surety or Contractor intends to reduce or cancel any required bond, at least thirty (30) days prior written notice shall be given to the City, and Contractor shall post acceptable replacement bonds at least ten (10) days prior to expiration of the original bonds. No further payments shall be deemed due or will be made under this Contract until any replacement bonds required by this Section are accepted by the City. To the extent, if any, that the Total Contract Price is increased in accordance with the Contract, the Contractor shall, upon request of the City, cause the amount of the bond to be increased accordingly and shall promptly deliver satisfactory evidence of such increase to the City. To the extent available, the bonds shall further provide that no change or alteration of the

Contract (including, without limitation, an increase in the Total Contract Price, as referred to above), extensions of time, or modifications of the time, terms, or conditions of payment to the Contractor, will release the surety. If the Contractor fails to furnish any required bond, the City may terminate the Contract for cause.

3.18.4 Surety Qualifications. Only bonds executed by an admitted surety insurer, as defined in California Code of Civil Procedure Section 995.120, shall be accepted. The surety must be a California-admitted surety and satisfactory to the City. If a California-admitted surety insurer issuing bonds does not meet these requirements, the insurer will be considered qualified if it is in conformance with Section 995.660 of the California Code of Civil Procedure, and proof of such is provided to the City.

3.19 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. Contractor shall comply with the requirements of the specifications relating to safety measures applicable in particular operations or kinds of work. In carrying out its Work, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the Work and the conditions under which the Work is to be performed. Safety precautions as applicable shall include, but shall not be limited to, adequate life protection and lifesaving equipment; adequate illumination for underground and night operations; instructions in accident prevention for all employees, such as machinery guards, safe walkways, scaffolds, ladders, bridges, gang planks, confined space procedures, trenching and shoring, fall protection and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and adequate facilities for the proper inspection and maintenance of all safety measures. Furthermore, Contractor shall prominently display the names and telephone numbers of at least two medical doctors practicing in the vicinity of the Project, as well as the telephone number of the local ambulance service, adjacent to all telephones at the Project site.

3.20 Warranty. Contractor warrants all Work under the Contract (which for purposes of this Section shall be deemed to include unauthorized work which has not been removed and any non-conforming materials incorporated into the Work) to be of good quality and free from any defective or faulty material and workmanship. Contractor agrees that for a period of one year (or the period of time specified elsewhere in the Contract or in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the Work, whichever is later) after the date of final acceptance, Contractor shall within ten (10) days after being notified in writing by the City of any defect in the Work or non-conformance of the Work to the Contract, commence and prosecute with due diligence all Work necessary to fulfill the terms of the warranty at its sole cost and expense. Contractor shall act sooner as requested by the City in response to an emergency. In addition, Contractor shall, at its sole cost and expense, repair and replace any portions of the Work (or work of other contractors) damaged by its defective Work or which becomes damaged in the course of repairing or replacing defective Work. For any Work so corrected, Contractor's obligation hereunder to correct defective Work shall be reinstated for an additional one year period, commencing with the date of acceptance of such corrected Work. Contractor shall perform such tests as the City may require to verify that any corrective actions, including, without limitation, redesign, repairs, and replacements comply with the requirements of the Contract. All costs associated with such corrective actions and testing, including the removal, replacement, and reinstatement of equipment and materials necessary to gain access, shall be the sole responsibility of the Contractor. All warranties and guarantees of subcontractors, suppliers and manufacturers with respect to any portion of the Work, whether express or implied, are

deemed to be obtained by Contractor for the benefit of the City, regardless of whether or not such warranties and guarantees have been transferred or assigned to the City by separate agreement and Contractor agrees to enforce such warranties and guarantees, if necessary, on behalf of the City. In the event that Contractor fails to perform its obligations under this Section, or under any other warranty or guaranty under this Contract, to the reasonable satisfaction of the City, the City shall have the right to correct and replace any defective or non-conforming Work and any work damaged by such work or the replacement or correction thereof at Contractor's sole expense. Contractor shall be obligated to fully reimburse the City for any expenses incurred hereunder upon demand.

3.21 Laws and Regulations. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Contract or the Work, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Work. If the Contractor observes that the drawings or specifications are at variance with any law, rule or regulation, it shall promptly notify the City in writing. Any necessary changes shall be made by written change order. If the Contractor performs any work knowing it to be contrary to such laws, rules and regulations, the Contractor shall be solely responsible for all costs arising therefrom. Contractor shall defend, indemnify and hold City, its officials, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Contract, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.22 Permits and Licenses. Contractor shall be responsible for securing City permits and licenses necessary to perform the Work described herein.

3.23 Water Quality Management and Compliance.

3.23.1 Stormwater Management. Storm, surface, ground, nuisance, or other waters may be encountered at various times during the Work. Contractor hereby acknowledges that it has investigated the risk arising from such waters and assumes any and all risks and liabilities arising therefrom.

3.23.2 Compliance with Water Quality Laws, Ordinances and Regulations. Contractor must keep itself and all subcontractors, staff, and employees fully informed of and in compliance with all local, state and federal laws, rules and regulations that may impact, or be implicated by the performance of the Work including, without limitation, all applicable provisions of the City's ordinances regulating discharges of stormwater; the Federal Water Pollution Control Act (33 U.S.C. § 1251 *et seq.*); the California Porter-Cologne Water Quality Control Act (Water Code § 13000 *et seq.*); and any and all regulations, policies, or permits issued pursuant to any such authority. Contractor must additionally comply with the lawful requirements of the City, and any other municipality, drainage district, or other local agency with jurisdiction over the location where the Work is to be conducted, regarding discharges of stormwater to separate storm drain systems or other watercourses, including applicable requirements in municipal stormwater management programs.

3.23.3 Reserved

3.23.4 Standard of Care. Contractor warrants that all employees and subcontractors have sufficient skill and experience to perform the work assigned to them without

impacting water quality in violation of the laws, regulations and policies described in Sections 3.23.2 and 3.23.3 of this Contract. Contractor further warrants that it, its employees and subcontractors will receive adequate training, as determined by the City, regarding the requirements of the laws, regulations and policies described in Sections 3.23.2 and 3.23.3 of this Contract as they may relate to the Work.

3.23.5 Liability for Non-compliance.

(A) Indemnity. Failure to comply with laws, regulations, standards, and ordinances listed in Sections 3.23.2, 3.23.3, and 3.23.4 of this Contract is a violation of federal and state law. Notwithstanding any other indemnity contained in this Contract, Contractor agrees to indemnify and hold harmless the City, its officials, officers, agents, employees and authorized volunteers from and against any and all claims, demands, losses or liabilities of any kind or nature which the City, its officials, officers, agents, employees and authorized volunteers may sustain or incur for noncompliance with the laws, regulations, standards and ordinances listed in Sections 3.23.2, 3.23.3, and 3.23.4 of this Contract arising out of or in connection with the Work, except for liability resulting from the sole established negligence, willful misconduct or active negligence of the City, its officials, officers, agents, employees or authorized volunteers.

(B) Defense. City reserves the right to defend any enforcement action or civil action brought against the City for Contractor's failure to comply with any applicable water quality law, regulation, or policy. Contractor hereby agrees to be bound by, and to reimburse the City for the costs associated with, any settlement reached between the City and the relevant enforcement entity.

(C) Damages. City may seek damages from Contractor for delay in completing the Work caused by Contractor's failure to comply with the laws, regulations, standards, and policies described in Sections 3.23.2, 3.23.3 and 3.23.4 of this Contract, or any other relevant water quality law, regulation, or policy.

3.24 Trenching Work. If the Total Contract Price exceeds \$25,000 and if the Work governed by this Contract entails excavation of any trench or trenches five (5) feet or more in depth, Contractor shall comply with all applicable provisions of the California Labor Code, including Section 6705. To this end, Contractor shall submit for City's review and approval a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards, the plan shall be prepared by a registered civil or structural engineer.

3.25 Hazardous Materials and Differing Conditions. As required by California Public Contract Code Section 7104, if this Contract involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and prior to disturbance of any conditions, notify City of: (1) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (2) subsurface or latent physical conditions at the site differing from those indicated by City; and (3) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, City shall promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date

and shall proceed with all Work to be performed under the Contract, but shall retain all rights provided by the Contract or by law for making protests and resolving the dispute.

3.26 Underground Utility Facilities. To the extent required by Section 4215 of the California Government Code, City shall compensate Contractor for the costs of: (1) locating and repairing damage to underground utility facilities not caused by the failure of Contractor to exercise reasonable care; (2) removing or relocating underground utility facilities not indicated in the construction drawings; and (3) equipment necessarily idled during such work. Contractor shall not be assessed liquidated damages for delay caused by failure of City to provide for removal or relocation of such utility facilities.

3.27 Labor

3.27.1 Prevailing Wages. Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Since the Work is being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Contract. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Work available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.27.2 Registration. Pursuant to Labor Code sections 1725.5 and 1771.1, Contractor and all subcontractors must be registered with the Department of Industrial Relations ("DIR"). Contractor shall maintain registration for the duration of the project and require the same of any subcontractors. A certification form for this purpose, which is attached to this Contract as Exhibit "D" and incorporated herein by reference. This project may also be subject to compliance monitoring and enforcement by the DIR. It shall be Contractor's sole responsibility to comply with all applicable registration and labor compliance requirements. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

3.27.3 Apprenticeable Crafts. When Contractor employs workmen in an apprenticeable craft or trade, Contractor shall comply with the provisions of Section 1777.5 of the California Labor Code with respect to the employment of properly registered apprentices upon public works. The primary responsibility for compliance with said section for all apprenticeable occupations shall be with Contractor.

3.27.4 Hours of Work. Contractor is advised that eight (8) hours labor constitutes a legal day's work. Pursuant to Section 1813 of the California Labor Code, Contractor shall forfeit a penalty of \$25.00 per worker for each day that each worker is permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week, except when

payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

3.27.5 Payroll Records. In accordance with the requirements of California Labor Code Section 1776, Contractor shall keep accurate payroll records which are either on forms provided by the Division of Labor Standards Enforcement or which contain the same information required by such forms. Responsibility for compliance with California Labor Code Section 1776 shall rest solely with Contractor, and Contractor shall make all such records available for inspection at all reasonable hours. In accordance with Labor Code section 1771.4, the Contractor and each subcontractor shall furnish the certified payroll records directly to the DIR on a weekly basis and in the format prescribed by the DIR, which may include electronic submission. The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

3.27.6 Contractor's Labor Certification. By its signature hereunder, Contractor certifies that he is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Work. A certification form for this purpose, which is attached to this Contract as Exhibit "E" and incorporated herein by reference, shall be executed simultaneously with this Contract.

3.27.7 Labor and Material Releases. Contractor shall furnish City with labor and material releases from all subcontractors performing work on, or furnishing materials for, the work governed by this Contract prior to final payment by City.

3.28 Claims & Disputes

3.28.1 Contractor shall timely comply with all notices and requests for additional compensation and extensions of time, including but not limited to all requirements of Article 43, as a prerequisite to filing any claim governed by this Article. The failure to timely submit a notice of delay or notice of change, or to timely a change to the Contract Price or Contract Time, or to timely provide any other notice or request required herein shall constitute a waiver of the right to further pursue the claim under the Contract or at law.

3.28.2 Intent. Effective January 1, 1991, Section 20104 et seq., of the California Public Contract Code prescribes a process utilizing informal conferences, non-binding judicial supervised mediation, and judicial arbitration to resolve disputes on construction claims of \$375,000 or less. Effective January 1, 2017, Section 9204 of the Public Contract Code prescribes a process for negotiation and mediation to resolve disputes on construction claims. The intent of this Article is to implement Sections 20104 et seq. and Section 9204 of the California Public Contract Code. This Article shall be construed to be consistent with said statutes.

3.28.3 Claims. For purposes of this Article, "Claim" means a separate demand by the Contractor, after a change order duly requested in accordance with Article 49 has been denied by the City, for (1) a time extension, (2) payment of money or damages arising from Work done by or on behalf of the Contractor pursuant to the Contract, or (3) an amount the payment of which is disputed by the City. A "Claim" does not include any demand for payment for which the

Contractor has failed to provide notice, request a change order, or otherwise failed to follow any procedures contained in the Contract Documents.

3.28.4 Filing Claims. Claims governed by this Article may not be filed unless and until the Contractor completes all procedures for giving notice of delay or change and for the requesting of a time extension or change order, including but not necessarily limited to the procedures contained in Article 49, and Contractor's request for a change has been denied in whole or in part. Claims governed by this Article must be filed no later than fourteen (14) days after a request for change has been denied in whole or in part or after any other event giving rise to the Claim. Any claim must be submitted in writing to the City and shall include on its first page the following in 16 point capital font: "THIS IS A CLAIM." Furthermore, the claim shall include the documents necessary to substantiate the claim. Nothing herein is intended to extend the time limit or supersede notice requirements otherwise provided by contract for the filing of claims, including all requirements pertaining to compensation or payment for extra work, disputed work, and/or changed conditions. Failure to follow such contractual requirements shall bar any claims or subsequent lawsuits for compensation or payment thereon.

3.28.5 Supporting Documentation. The Contractor shall submit all Claims in the following format:

3.28.5.1 Summary of claim merit and price, and Contract clause pursuant to which the claim is made.

3.28.5.2 List of documents relating to claim

- (A) Specifications
- (B) Drawings
- (C) Clarifications (Requests for Information)
- (D) Schedules
- (E) Other

3.28.5.3 Chronology of events and correspondence

3.28.5.4 Narrative analysis of claim merit

3.28.5.5 Analysis of claim cost, including calculations and supporting documents

3.28.5.6 Analysis of time impact analysis in CPM format if a time extensions is requested

3.28.5.7 Cover letter and certification of validity of the claim, including any claims from subcontractors of any tier, in accordance with the Government Code sections 12650 et seq.

3.28.6 City Response to Claim.

3.28.6.1 Upon receipt of a Claim pursuant to this Article, the City shall conduct a reasonable review of the Claim and, within a period not to exceed 45 days of receipt of the claim, or as extended by mutual agreement, shall provide a written statement identifying what portion of the Claim is disputed and what portion is undisputed. Any payment due on an undisputed portion of the Claim will be processed and made within 60 days after the City issues its written response.

3.28.6.2 If the City needs approval from City Council to provide Contractor a written statement as set forth above, and City Council does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a Claim, the City shall have up to three (3) days following the next publicly noticed meeting of City Council after the 45-day period, or extension, expires to provide Contractor a written statement identifying the disputed portion and the undisputed portion of the Claim.

3.28.6.3 The City may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses or claims the City may have. If additional information is needed thereafter, it shall be provided upon mutual agreement of the City and the claimant. The City's written response shall be submitted 30 days (15 days if the Claim is less than \$50,000) after receiving the additional documentation, or within the same period of time taken by the claimant to produce the additional information, whichever is greater.

3.28.7 Meet & Confer Conference. If the Contractor disputes the City's response, or if the City fails to respond within the statutory time period(s), the Contractor may so notify the City within 15 days of the receipt of the response or the failure to respond, and demand an informal conference to meet and confer for settlement of those portions of the Claim that remain in dispute. Upon such demand, the City shall schedule a meet and confer conference within 30 Days.

3.28.8 Mediation. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion thereof remains in dispute, the City shall provide the Contractor with a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 Days after the City issues its written statement. Any portion of the claim that remains in dispute shall be submitted to nonbinding mediation and the City and the Contractor shall equally share the associated mediator fees. The City and Contractor shall mutually agree to a mediator within 10 business Days after the disputed portion of the claim has been identified in writing, unless the parties agree to select a mediator at a later time.

3.28.8.1 If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator.

3.28.8.2 For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.

3.28.8.3 Unless otherwise agreed to by the public entity and the Contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Section 20104.4 to mediate after litigation has been commenced.

3.28.8.4 The mediation shall be held no earlier than the date the Contractor completes the Work or the date that the Contractor last performs Work, whichever is earlier. All unresolved claims shall be considered jointly in a single mediation, unless a new unrelated claim arises after mediation is completed.

3.28.9 Procedures After Mediation. If following the mediation, the claim or any portion remains in dispute, the Contractor must file a claim pursuant to Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code prior to initiating litigation. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time the Contractor submits his or her written claim pursuant to subdivision (a) until the time the claim is denied, including any period of time utilized by the meet and confer conference.

3.28.10 Civil Actions. The following procedures are established for all civil actions filed to resolve Claims of \$375,000 or less:

3.28.10.1 Within 60 Days, but no earlier than 30 Days, following the filing or responsive pleadings, the court shall submit the matter to non-binding mediation unless waived by mutual stipulation of both parties or unless mediation was held prior to commencement of the action in accordance with Public Contract Code section 9204 and the terms of this Agreement. The mediation process shall provide for the selection within 15 Days by both parties of a disinterested third person as mediator, shall be commenced within 30 Days of the submittal, and shall be concluded within 15 Days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court.

3.28.10.2 If the matter remains in dispute, the case shall be submitted to judicial arbitration pursuant to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, notwithstanding Section 1114.11 of that code. The Civil Discovery Act of 1986 (Article 3 (commencing with Section 2016) of Chapter 3 of Title 3 of Part 4 of the Code of Civil Procedure) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration. In addition to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, (A) arbitrators shall, when possible, be experienced in construction law, and (B) any party appealing an arbitration award who does not obtain a more favorable judgment shall, in addition to payment of costs and fees under that chapter, also pay the attorney's fees on appeal of the other party.

3.28.11 In addition to any and all requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, construction claims and/or changed conditions, the Contractor must comply with the claim procedures set forth in Government Code section 900 et seq. prior to filing any lawsuit against the City. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, construction claims, and/or changed conditions have been followed by Contractor. If no such Government Code claim is submitted, or if the prerequisite contractual requirements are not otherwise satisfied as specified herein, Contractor shall be barred from bringing and maintaining a valid lawsuit against the City.

3.29 State License Board Notice. Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four (4) years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within ten (10) years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

3.30 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

3.31 Anti-Trust Claims. This provision shall be operative if this Contract is applicable to California Public Contract Code Section 7103.5. In entering into this Contract to supply goods, services or materials, the Contractor hereby offers and agrees to assign to the City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Chapter 2, commencing with Section 16700, of Part 2 of Division 7 of the Business and Professions Code) arising from purchases of goods, services, or materials pursuant to the Contract. This assignment shall be made and become effective at the time the City tender final payment to the Contractor, without further acknowledgment by the Parties.

3.32 Notices. All notices hereunder and communications regarding interpretation of the terms of the Contract or changes thereto shall be provided by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid and addressed as follows:

CONTRACTOR: WESTOVER CONTROLS CORPORATION
2627 N ONTARIO ST
BURBANK, CA 91501
ATTN: JOSEPH BOGETICH, PRESIDENT

CITY: CITY OF SIGNAL HILL
2175 CHERRY AVENUE
SIGNAL HILL, CA 90755
ATTN: GABINO LUNA, DEPUTY DIRECTOR

Any notice so given shall be considered received by the other Party forty-eight (48) hours after deposit in the U.S. Mail as stated above and addressed to the Party at the above address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.33 Entire Contract; Modification. This Contract contains the entire agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Contract may only be modified by a writing signed by both Parties.

3.34 Time of Essence. Time is of the essence in the performance of this Contract.

3.35 Assignment Forbidden. Contractor shall not, either voluntarily or by action of law, assign or transfer this Contract or any obligation, right, title or interest assumed by Contractor herein without the prior written consent of City. If Contractor attempts an assignment or transfer of this Contract or any obligation, right, title or interest herein, City may, at its option, terminate and revoke the Contract and shall thereupon be relieved from any and all obligations to Contractor or its assignee or transferee.

3.36 Governing Law. This Contract shall be governed by the laws of the State of California. Venue shall be in Orange County.

3.37 Counterparts. This Contract may be executed in counterparts, each of which shall constitute an original.

3.38 Successors. The Parties do for themselves, their heirs, executors, administrators, successors, and assigns agree to the full performance of all of the provisions contained in this Contract.

3.39 Attorneys' Fees. If either Party commences an action against the other Party, either legal administrative or otherwise, arising out of or in connection with this Contract, the prevailing Party in such action shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.

3.40 Prohibited Interests.

3.40.1 Solicitation. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Contract. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, City shall have the right to terminate this Contract without liability.

3.40.2 Conflict of Interest. For the term of this Contract, no official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Contract, or obtain any present or anticipated material benefit arising therefrom.

3.41 Certification of License. Contractor certifies that as of the date of execution of this Contract, Contractor has a current contractor's license of the classification indicated below under Contractor's signature.

3.42 Authority to Enter Contract. Contractor has all requisite power and authority to conduct its business and to execute, deliver and perform the Contract. Each Party warrants that the individuals who have signed this Contract have the legal power, right and authority to make this Contract and bind each respective Party.

IN WITNESS WHEREOF, each of the Parties has caused this Contract to be executed on the day and year first above written.

CITY OF SIGNAL HILL

WESTOVER CONTROLS CORPORATION

By: _____
Carlo Tomaino
City Manager

By: _____
Joseph Bogetich
President

ATTEST:

By: _____
Tina Knapp
Assistant City Clerk

By: _____
Sherrylynn Adriano
Secretary

APPROVED AS TO FORM:

By: _____
Best Best & Krieger, LLP
City Attorney

EXHIBIT "A"
PLANS AND SPECIFICATIONS

The following plans and specifications are incorporated into this Contract herein by this reference:

Services Requested:					
Parts Purchase and Troubleshoot and or Repair					
Service Comments:					
Supply workstation, Server and UPS Replace one RTU controller Upgrade RTU controllers to Bacnet Install CO2 sensors Install new Smart Thermostat in Workout Room Install 5 new VAV DP Sensors Install 10 new damper actuators to control Economizer, Ventilation and Diagnostics per Title 24 Reprogram all controllers Program Graphics Program Alarms Troubleshoot and report on any other third party equipment issues ** Pls Note: Truck Charge is \$70 per day!! **					
Title 24 Ventilation Requirements:					
1) All filters must be a Merv 13 or greater. 2) During occupancy hours all spaces must have .35 CFM of outside air per square foot. 3) Minimum outside air must be 15 CFM per occupant in the occupied space 4) In lieu of 15 CFM CO2 sensors can be used to limit CO2 concentration to 1000 ppm https://up.codes/s/requirements-for-ventilation-and-indoor-air-quality					
Parts / Materials:					
Qty	Part Number	Part Description	Price	LAUSD Price	Subtotal
10	MS40-7043	Damper Actuators	\$ 786.48	\$ 358.63	\$ 3,586.30
10	CD2LAXAVX	Duct Mount CO2 Sensors	\$ 1,013.36	\$ 462.09	\$ 4,620.90
9	ETO500	Outside Air Sensors	\$ 74.69	\$ 34.06	\$ 306.54
1	EHO110-500	Outside Air Sensor with Humidity	\$ 497.07	\$ 226.66	\$ 226.66
1	SE8650U5B11	T-Stat	\$ 1,491.27	\$ 680.02	\$ 680.02
1	VCM8001V5045	CO2 Sensor	\$ 688.43	\$ 313.92	\$ 313.92
5	EPD301LCD	VAV DP Sensors EPD 101 1"	\$ 629.51	\$ 287.06	\$ 1,435.30
1	Precision 3680 Tower	Dell Workstation	\$ 2,163.42	\$ 986.52	\$ 986.52
1	Power Edge R360	Dell Server	\$ 4,890.78	\$ 6,798.18	\$ 6,798.18
1	SMT1500RM2UC	UPS	\$ 3,406.90	\$ 4,735.59	\$ 4,735.59
1	SXWSWESXX00010	Server License V7	\$ 2,186.00	\$ 3,038.54	\$ 3,038.54
				Subtotal	\$ 26,728.47
Labor:					
Date:	Description	Hours	Rate	Amount	
	Engineering/Drawings/Sequence of Operations	56	\$195.00	\$ 10,920.00	
	Programming / Commissioning	80	\$195.00	\$ 15,600.00	
	On-Site Technician Install	96	\$180.00	\$ 17,280.00	
				Sub Total:	\$ 43,800.00
Terms: Net 30 days from billing date. A Service charge of 1 1/2% per month will be charged on all past due balances. A restocking fee of 10-30% of sale price will be charged in all returned items depending on vendor charge. Parts and labor warranted by Westover for 90 days. All warranty service calls initiated by Customers/Contractor that are found to be caused by existing (customer) equipment problems or the system of another contractor will be billed at Westover's standard service rate. Sales tax will be added at applicable rate. JOB COMPLETE JOB NOT COMPLETE All work has been performed in a satisfactory manner and is accepted by the owner or owner's agent as indicated by signature below. Terms and conditions on back reverse side of this agreement are incorporated herein. Per our LAUSD Service Agreement -- Rates are as follow: Technician \$180.00 / HR Programming \$195 / HR ALL Schneider Controller Prod = List Price x 0.45 Subcontract or any other Products = Cost x 1.39				Parts:	\$ 26,728.47
				Truck Charge:	\$ 840.00
				Mileage:	\$ -
				Freight:	\$ 750.00
				Labor:	\$ 43,800.00
				Tax:	\$ 2,806.49
				Total:	\$ 74,924.96

EXHIBIT "B"
SPECIAL CONDITIONS

NOT APPLICABLE

EXHIBIT "C"
INSURANCE REQUIREMENTS

1.1 Insurance.

1.1.1 Time for Compliance. Contractor shall not commence work under this Contract until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this section.

1.1.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Contract for work to be performed hereunder, and without limiting the indemnity provisions of the Contract, the Contractor, in partial performance of its obligations under such Contract, shall procure and maintain in full force and effect during the term of the Contract the following policies of insurance. If the existing policies do not meet the insurance requirements set forth herein, Contractor agrees to amend, supplement or endorse the policies to do so.

(A) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, or the exact equivalent, and shall be no less than \$1,000,000 per occurrence and no less than \$2,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to the Contract.

(B) Automobile Liability Insurance: Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1), or the exact equivalent, covering bodily injury and property damage for all activities shall be in an amount of not less than \$1,000,000 combined limit for each occurrence.

(C) Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

(D) Builder's Risk Insurance ["All Risk"]: The City has obtained Builder's Risk ["All Risk"] extended coverage insurance for the Project. Contractor shall **NOT** procure Builder's Risk ["All Risk"] insurance for this Project, and shall **NOT** include the cost of said coverage in its bid price/the Contract Price.

(E) Contractors Pollution Liability: Contractors Pollution Liability Insurance covering all of the Contractor's operations to include onsite and offsite coverage for bodily injury (including death and mental anguish), property damage, defense costs and cleanup costs with limits not less than \$5,000,000 per loss and \$10,000,000 total all losses. The policy shall contain no endorsements or provisions limiting contractual liability or coverage for cross liability of claims or suits by one insured against another. If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Contract and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Contract.

1.1.3 Endorsements. Required insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

(A) Commercial General Liability:

(1) Additional Insured: The City, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Contract.

Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Contractor; or (4) contain any other exclusions contrary to the terms of purposes of this Contract. For all policies of Commercial General Liability insurance, Contractor shall provide endorsements in the form of ISO CG 20 10 10 01 and 20 37 10 01 (or endorsements providing the exact same coverage) to effectuate this requirement.

(2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) Automobile Liability:

(1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(C) Workers' Compensation:

(1) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, its officials, officers, employees, agents and volunteers.

(2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

1.1.4 Primary and Non-Contributing Insurance. All policies of Commercial General Liability, Automobile Liability insurance (if required) shall be primary and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees agents or volunteers shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

1.1.5 Waiver of Subrogation. All policies of Commercial General Liability, Automobile Liability insurance (if required) shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents, and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

1.1.6 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City and shall protect the City, its officials, officers, employees, agents and volunteers in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

1.1.7 Evidence of Insurance. The Contractor, concurrently with the execution of the Contract, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates on forms approved by the City, together with all endorsements affecting each policy. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced, and not replaced immediately so as to avoid a lapse in the required coverage, Contractor shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

1.1.8 Failure to Maintain Coverage. In the event any policy of insurance required under this Contract does not comply with these specifications or is canceled and not replaced immediately so as to avoid a lapse in the required coverage, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor or City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, City may cancel this Contract, effective upon notice.

1.1.9 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to transact business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

1.1.10 Enforcement of Contract Provisions (non estoppel). Contractor acknowledges and agrees that actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposes no additional obligation on the City nor does it waive any rights hereunder.

1.1.11 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this Appendix are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance.

1.1.12 Insurance for Subcontractors. Consultant shall include all Subcontractors as additional insureds under the Contractor's policies, or the Contractor shall be responsible for causing Subcontractors to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City, its officials, officers, employees, agents and volunteers as additional insureds to the Subcontractor's policies. All policies of Commercial General Liability insurance provided by Subcontractors shall be endorsed to name the City, its officials, officers, employees, agents and volunteers as additional insureds using endorsement form ISO CG 20 38 04 13. Contractor shall not allow any Subcontractor to commence work until it has received satisfactory evidence of Subcontractor's compliance with all insurance requirements under this Contract, to the extent applicable. The Contractor shall provide satisfactory evidence of compliance with this section upon request of the City.

EXHIBIT "D"
PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. See <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for additional information.

No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work.

Contractor hereby certifies that it is aware of the registration requirements set forth in Labor Code sections 1725.5 and 1771.1 and is currently registered as a contractor with the Department of Industrial Relations.¹

Name of Bidder: _____

DIR Registration Number: _____

Small Project Exemption: _____ Yes or _____ No

Unless Contractor is exempt pursuant to the small project exemption, Contractor further acknowledges:

- (1) Contractor shall maintain a current DIR registration for the duration of the project.
- (2) Contractor shall include the requirements of Labor Code sections 1725.5 and 1771.1 in its contract with subcontractors and ensure that all subcontractors are registered at the time of bid opening and maintain registration status for the duration of the project.

Name of Contractor _____

Signature _____

Name and Title _____

Dated _____

¹ If the Project is exempt from the contractor registration requirements pursuant to the small project exemption under Labor Code Sections 1725.5 and 1771.1, please mark "Yes" in response to "Small Project Exemption."

EXHIBIT "E"
LABOR CERTIFICATION

LABOR CODE - SECTION 1861

I, the undersigned Contractor, am aware of the provisions of Section 3700, et seq., of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I, the undersigned Contractor, agree to and will comply with such provisions before commencing the performance of the Work on this Contract.

WESTOVER CONTROLS CORPORATION

Signature _____

Name _____

Title _____

Dated _____

RESOLUTION NO. 2025-09-XXXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED
BUDGET AND AUTHORIZING BUDGET
APPROPRIATIONS FOR FISCAL YEAR 2025-26**

WHEREAS, the City Council approves the appropriation of funds for the purpose stated below.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL
HILL, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. To authorize budget adjustment 26-008 of the FY 2025-26 Budget as follows:

Purpose: Police Department HVAC System Upgrade

Fund	Dept	Object	Project	Description	Amount
1) Police Department HVAC System Upgrade					
400	40	5896	90.25014	Facilities Capital Improvement	\$35,000
2) Transfer of funds to cover expenses					
113	99	7939		Transfer to Capital Projects – Carryover from FY24-25	\$35,000
400	00	6946		Transfer from GF Reserve Funds – Carryover from FY24-25	\$35,000

Section 2. To add the above-referenced adjustments to the Budget Adjustment Status Report (Exhibit A).

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 23rd day of September, 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA PEREZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF SIGNAL HILL)

I, DARITZA PEREZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2025-09-XXXX was adopted at a regular meeting of the City Council of the City of Signal Hill held on the 23rd day of September, 2025, and that the same was adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DARITZA PEREZ
CITY CLERK

CITY OF SIGNAL HILL - SUMMARY OF BUDGET ADJUSTMENTS - FY 2025-26

Budget Adjustment #	Council Date	Description		Revenues	Expenditures	Capital Outlay	Transfers In	Transfers Out	Net Change
General Fund - 100			Adopted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93	
BA 26-004	7/8/2025	Custodial Maintenance Agreement			37,063.00				(37,063.00)
BA 26-005	7/8/2025	Police Investigation Services Increase - Amendment 1			50,000.00				(50,000.00)
BA 26-006	8/26/2025	Awarded Emergency Management Performance Grant (EMPG)		6,000.00	6,000.00				-
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs					123,167.00	123,167.00	-
			Adjusted	38,424,037.53	37,828,869.60	682,230.93	1,373,707.00	1,745,937.93	Total (87,063.00)
Capital Improvement Reserves - 113			Adopted	-	-	-	-	2,230,541.58	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP						220,972.15	(220,972.15)
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs					123,167.00	123,167.00	-
			Adjusted	-	-	-	123,167.00	2,574,680.73	Total (220,972.15)
Park Reserve - 117			Adopted	-	-	-	400,000.00	-	
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs						123,167.00	(123,167.00)
			Adjusted	-	-	-	400,000.00	123,167.00	Total (123,167.00)
Prop A - 202			Adopted	321,190.00	320,375.38	-	-	-	
BA 26-002	6/24/2025	Increase Expenditures Budget for Proposition A Fund			120,802.00				(120,802.00)
			Adjusted	321,190.00	441,177.38	-	-	-	Total (120,802.00)
Capital Grants Fund - 240			Adopted	3,774,998.00	-	-	-	3,774,998.00	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP		70,000.00				70,000.00	-
			Adjusted	3,844,998.00	-	-	-	3,844,998.00	Total -
Capital Improvements - CIP - 400			Adopted	-	-	13,609,635.02	13,609,635.02	-	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP				290,972.15	290,972.15		-
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs				123,167.00	123,167.00		-
			Adjusted	-	-	14,023,774.17	14,023,774.17	-	Total -
Water Operations Fund - 500			Adopted	8,096,487.00	7,955,525.00	6,837,795.00	79,742.00	-	
BA 26-001	6/24/2025	Increase Project Budget for Gundry Reservoir Roof Replacement & Coating CIP				1,765,577.00			(1,765,577.00)
			Adjusted	8,096,487.00	7,955,525.00	8,603,372.00	79,742.00	-	Total (1,765,577.00)

Notes: If the net change is positive, there is an overall increase to the Fund Balance. If negative, there is an overall reduction to the Fund Balance.



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**SUBJECT: PUBLIC WORKS CONTRACT WITH WESTOVER CONTROLS CORPORATION FOR
THE POLICE DEPARTMENT HVAC UPGRADES**

Summary:

The HVAC system at the Police Department has experienced persistent operational problems over the past two years, including temperature regulation failures, fluctuating humidity levels, and reduced efficiency. The Public Works staff and the City's Information Technology consultants have conducted interim maintenance that has sustained limited functionality; however, these efforts cannot maintain long-term reliability. Staff reached out to City's current on-call contractors to solicit proposals to address the system's issues. Each company offered complete system replacement, which would have required the removal and replacement of both the controls and equipment at a significantly higher cost. Westover Controls Corporation, the original installer of record, evaluated the system and submitted a proposal to provide and install a retrofit solution for this project.

Westover is uniquely qualified to perform this work, as the only contractor with direct knowledge of the system. Awarding the contract to Westover would ensure timely resolution and protect operational continuity at this 24/7 essential public safety facility. Following a comprehensive review of the required services, staff recommends the City Council award a sole-source contract to Westover Controls Corporation pursuant to Signal Hill Municipal Code Section 3.20.120, which permits the City Council to authorize a contract without competitive bidding when a vendor possesses the unique qualifications and specialized expertise necessary to perform the work. If approved by the City Council, the HVAC upgrades at the Police Department would begin in September 2025, with completion anticipated by December 2025.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

1. Authorize the City Manager to enter into a Public Works Contract with Westover Controls Corporation, for a term of 90 calendar days in the amount of \$74,924.96, for the Police Department HVAC system upgrade.
2. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-26.

Fiscal Impact:

The total cost of the Police Department HVAC upgrade is \$74,924.96. The City's adopted budget for this project (Project No. 90.25014) was \$70,000 in Fiscal Year (FY) 2024-25, but remained unspent while staff evaluated potential repair solutions. Staff is requesting to carry forward the unused funds into FY 2025-26, resulting in a total project budget of \$70,000. Staff proposes using \$4,924.96 from the Facilities Maintenance Division operating account (100-92-5400) to cover the remaining cost. The Fiscal Year 2025-26 budget provides full funding for the project.

Background:

The Signal Hill Police Department HVAC system relies on automation controls installed in 2012 to regulate temperature and humidity in the building. On July 16, 2024, a power surge damaged the computer that operates the HVAC controls. City staff attempted to replace the computer, but the software was not compatible with newer versions of the Microsoft Windows operating system. As a temporary measure, staff located an older computer with an outdated operating system and sent it to an outside vendor for repair, which enabled partial use of the system.

Staff contacted Westover Controls Corporation, the original installer of the system, for assistance. Westover confirmed that Schneider Electric, the original equipment manufacturer, discontinued the Andover Continuum product line and no longer supports the obsolete Pinpoint software. After conducting a remote assessment, Westover restored limited functionality following a system blackout. Despite these efforts, the system continues to experience intermittent communication issues, confirming that the current controls lack long-term reliability.

Analysis:

Westover Controls Corporation evaluated the Police Department HVAC system and determined that the mechanical components and automation controls remain in fair condition. However, the software required to interface with the controllers is outdated and must be replaced. As part of the evaluation process, staff also solicited proposals from the City's current on-call contractors, Soffa Electric Incorporated, Freedom Automation Incorporated, and Power-Tech Engineers Incorporated. Each company staff contacted offered complete system replacement, which would have required removal

and replacement of both the controls and equipment at a significantly higher cost. None of the firms provided a retrofit option to restore the existing controls. In contrast, Westover's retrofit proposal preserves the existing infrastructure, avoids unnecessary capital replacement, and provides a practical, cost-effective solution that meets operational needs while minimizing cost and disruption.

Westover Controls remains the only qualified vendor currently maintaining the City's HVAC system and possesses the specialized expertise needed to work with the equipment at the Police Department. Selecting another contractor would result in duplicative troubleshooting, higher costs, and delays in addressing the problem. Operational continuity is essential for a 24/7 public safety facility, where reliable heating, cooling, and ventilation are critical to support staff performance, ensure detainee safety, and protect sensitive electronic equipment. Under Signal Hill Municipal Code Section 3.20.120, the City Council may authorize a contract without competitive bidding when only one vendor possesses the unique qualifications and expertise required. Staff determined that Westover meets this sole source standard and recommends awarding the contract accordingly.

The proposed contract includes a 90-day warranty on parts and labor. Industry standards indicate new HVAC control systems provide a service life of 20 years when properly maintained. The components remaining in place have an estimated eight years of useful life. The upgrades would restore dependable climate control at the Police Department, improve indoor air quality through enhancements required by California Code of Regulations Title 24, reduce energy consumption, and lower ongoing maintenance costs. In addition, the project would modernize the system and safeguard sensitive IT and electrical equipment, ensuring continuous and reliable operation at this essential public safety facility.

Staff recommends awarding a contract to Westover Controls Corporation on a sole-source basis under Signal Hill Municipal Code Section 3.20.120, which permits the City Council to approve contracts without competitive bidding when only one vendor has the expertise and qualifications needed. If approved by the City Council, the HVAC upgrades at the Police Department would begin in September 2025 and are expected to be completed by December 2025.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. Agreement
- B. Budget Resolution



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: SIAMLU COX
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

SUBJECT: SCHEDULE OF INVESTMENTS AND MONTHLY TRANSACTION REPORT

Summary:

The Schedule of Investments is a listing of funds invested for both the City and the Successor Agency to the former Signal Hill Redevelopment Agency as of the date shown in the report. The monthly transaction report provides a list of the changes in investments for the prior month.

Strategic Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Receive and file.

Fiscal Impact:

There is no fiscal impact associated with the recommended action.

Background:

The Schedule of Investments, dated August 31, 2025, shows the distribution of the City and its former Redevelopment Agency's invested surplus funds and the annualized interest for each investment listed. Staff has also provided the monthly transaction report detailing changes within the investment account.

Analysis:

In accordance with California Government Code Section 53646, all listed investments comply with

9/23/2025

the City's adopted Investment Policy. Funds are available to meet anticipated expenditure requirements for the next six months.

Attachments:

- A. Investments Transaction Report
- B. Schedule of Investments

Schedule of Investments
(Includes City of Signal Hill and Signal Hill Successor Agency)
August 31, 2025

Investment	CUSIP #	PURCHASE Date	MATURITY Date**	COUPON	YIELD@	VALUE			Annual Projected Interest
						COST #	PAR	MARKET*	
Local Agency Investment Fund (LAIF):									
City of Signal Hill		Various	Demand	N/A	4.251%	27,048,777.70	27,048,777.70	27,048,777.70	1,641,328.18
Successor Agency		Various	Demand	N/A	4.251%	534,840.57	534,840.57	534,840.57	22,238.72
					Subtotal	27,583,618.27	27,583,618.27	27,583,618.27	1,663,566.91
California Asset Management Program (CAMP):									
a City of Signal Hill		Various	Demand	N/A	4.400%	28,245,131.54	28,245,131.54	28,245,131.54	716,290.73
					Subtotal	28,245,131.54	28,245,131.54	28,245,131.54	716,290.73
California Cooperative Liquid Assets Securities System (California CLASS):									
a City of Signal Hill		Various	Demand	N/A	4.326%	8,632,744.40	8,632,744.40	8,632,744.40	250,847.72
					Subtotal	8,632,744.40	8,632,744.40	8,632,744.40	250,847.72
Government Securities:									
FEDERAL FARM CREDIT BANK	3133EMB0	9/29/2020	9/29/2025	0.530%	0.530%	1,000,000.00	1,000,000.00	996,783.75	5,300.00
FANNIE MAE	3135G06G3	8/7/2023	11/7/2025	0.500%	0.500%	500,000.00	500,000.00	496,633.28	2,500.00
INTL FINANCE CORP (IFC)	45950VSG2	8/8/2023	1/7/2026	4.550%	4.690%	500,000.00	500,000.00	500,166.94	22,750.00
FREDDIE MAC (FHLEB)	3130AKZ25	2/26/2021	2/26/2028	0.650%	0.750%	500,000.00	500,000.00	491,643.51	3,250.00
FEDERAL HOME LOAN BANK	3130AXB31	4/2/2024	3/13/2026	4.875%	4.875%	500,000.00	500,000.00	502,319.77	24,375.00
FEDERAL HOME LOAN BANK	3130APJX4	10/29/2021	4/29/2026	1.100%	1.100%	500,000.00	500,000.00	490,474.80	5,500.00
INTER-AMERICAN DEVEL BANK (IADB)	4581X0EK0	7/6/2023	5/15/2026	4.500%	4.840%	500,000.00	500,000.00	501,635.54	22,500.00
FEDERAL HOME LOAN BANK	3130AJLH0	10/18/2021	5/19/2026	0.920%	0.985%	500,000.00	500,000.00	489,139.72	4,600.00
FEDERAL HOME LOAN BANK	3130ANSV3	9/16/2021	6/16/2026	0.800%	0.730%	500,000.00	500,000.00	487,855.71	4,000.00
FEDERAL FARM CREDIT BANK	3133EM3T7	9/1/2021	9/1/2026	0.870%	0.810%	500,000.00	500,000.00	485,075.41	4,350.00
FEDERAL HOME LOAN BANK	3130APANZ	10/18/2021	9/30/2026	0.950%	1.054%	500,000.00	500,000.00	484,393.58	4,750.00
FEDERAL HOME LOAN BANK	3130APCD5	10/21/2021	10/21/2026	1.000%	1.000%	500,000.00	500,000.00	484,133.91	5,000.00
FEDERAL HOME LOAN BANK	3130APHT5	10/26/2021	10/26/2026	1.200%	1.210%	500,000.00	500,000.00	484,656.20	6,000.00
FEDERAL HOME LOAN BANK	3130APXM2	12/15/2021	12/15/2026	1.500%	1.500%	500,000.00	500,000.00	485,186.72	7,500.00
FEDERAL HOME LOAN BANK	3130AQH82	1/27/2022	1/27/2027	1.500%	1.500%	500,000.00	500,000.00	484,019.77	7,500.00
FEDERAL HOME LOAN BANK	3130AQHS5	1/28/2022	1/28/2027	1.700%	1.700%	500,000.00	500,000.00	485,353.27	8,500.00
FEDERAL HOME LOAN BANK	3130AL5A8	7/13/2022	2/26/2027	0.900%	3.150%	500,000.00	500,000.00	479,073.42	4,500.00
INTER-AMERICAN DEVEL BANK (IADB)	4581BWED4	10/7/2022	6/10/2027	2.980%	4.080%	500,000.00	500,000.00	492,289.85	14,900.00
FEDERAL HOME LOAN BANK	3130AJAT1	9/22/2022	9/22/2027	4.000%	4.000%	500,000.00	500,000.00	502,816.27	20,000.00
INTER-AMERICAN DEVEL BANK (IADB)	4581X0EH7	2/7/2023	1/12/2028	4.000%	3.690%	500,000.00	500,000.00	503,847.40	20,000.00
INTL BK RECON & DEVELOPMENT (IBRD)	45906M3R0	2/7/2023	2/3/2028	3.625%	3.660%	500,000.00	500,000.00	494,601.89	18,125.00
FEDERAL FARM CREDIT BANK	3133EJPD8	5/8/2023	5/9/2028	3.600%	3.504%	500,000.00	500,000.00	499,044.46	18,000.00
INTL BK RECON & DEVELOPMENT (IBRD)	45906M4E8	6/26/2023	6/26/2028	4.500%	4.500%	500,000.00	500,000.00	500,885.38	22,500.00
INTL BK RECON & DEVELOPMENT (IBRD)	45905K8T9	8/8/2023	7/12/2028	3.500%	4.269%	500,000.00	500,000.00	497,995.26	17,500.00
INTL FINANCE CORP (IFC)	45950VSM9	10/12/2023	6/17/2028	4.500%	4.284%	500,000.00	500,000.00	513,394.68	22,500.00
INTER-AMERICAN DEVEL BANK (IADB)	4581BWED2	1/16/2024	1/11/2029	4.010%	3.985%	500,000.00	500,000.00	504,384.92	12,750.00
FEDERAL FARM CREDIT BANK	3133EP3B9	2/15/2024	2/13/2029	4.125%	4.210%	500,000.00	500,000.00	506,523.98	20,625.00
FEDERAL HOME LOAN BANK	3130AVBD3	4/16/2024	3/9/2029	4.500%	4.660%	500,000.00	500,000.00	514,533.44	22,500.00
INTL FINANCE CORP (IFC)	45950VSZ0	4/2/2024	3/27/2029	4.375%	4.376%	1,000,000.00	1,000,000.00	1,023,654.73	43,750.00
FEDERAL HOME LOAN BANK	3130B1K55	5/30/2024	5/29/2029	4.780%	4.741%	500,000.00	500,000.00	505,012.42	23,900.00
INTER-AMERICAN DEVEL BANK (IADB)	4581BWV33	9/19/2024	8/15/2029	3.900%	3.444%	1,000,000.00	1,000,000.00	1,010,842.18	39,000.00
FEDERAL HOME LOAN BANK	3130B2NF8	9/19/2024	9/14/2029	4.250%	4.210%	300,000.00	300,000.00	299,997.30	12,750.00
INTL BK RECON & DEVELOPMENT (IBRD)	45905L8N1	10/16/2024	10/16/2029	3.875%	3.942%	1,000,000.00	1,000,000.00	1,006,603.40	38,750.00
FANNIE MAE	3135GAX55	10/22/2024	10/22/2029	4.250%	4.205%	500,000.00	500,000.00	500,455.20	21,250.00
					Subtotal	18,800,000.00	18,800,000.00	18,705,428.06	538,975.00
Municipal Bonds									
SAN JOSE CA TXBL-SER B	798135F20	10/12/2022	9/1/2027	2.600%	4.600%	500,000.00	500,000.00	488,906.90	13,000.00
CALIFORNIA STATE UNIV REVENUE	13077DQF2	2/16/2024	1/1/2027	1.361%	4.380%	500,000.00	500,000.00	473,931.80	6,805.00
CALIFORNIA STATE TXBL VAR CONSTRUCT	13063DC48	4/18/2024	2/1/2028	1.700%	4.829%	500,000.00	500,000.00	477,773.40	8,500.00
CALIFORNIA STATE TXBL VAR BID GROUP	13063DMB1	4/18/2024	4/1/2029	3.050%	4.768%	1,000,000.00	1,000,000.00	978,792.00	30,500.00
					Subtotal	2,500,000.00	2,500,000.00	2,419,404.10	58,805.00
Money Market Funds + (Cash on Hand)									
c Goldman FS Gov 1237	38142Y716	Various	Demand	N/A	4.150%	\$11,540,924.84	11,540,924.84	11,540,924.84	363,373.79
JPMorgan Fed/MTM Inst 836	4812A2785	Various	Demand	N/A	4.120%	1,589,303.87	1,589,303.87	1,589,303.87	50,040.30
Wells Fargo Gov 1 1751	94975P405	Various	Demand	N/A	4.170%	113,387.98	113,387.98	113,387.98	3,570.10
					Subtotal	\$13,243,616.69	13,243,616.69	13,243,616.69	416,984.19
Certificate of Deposit- Negotiable									
BMW BANK NORTH AMERICA	05580AXF6	9/25/2020	9/25/2025	0.500%	0.500%	250,000.00	250,000.00	249,285.10	1,250.00
FIRST CHOICE BANK	319461DB2	9/30/2020	9/30/2025	0.400%	0.400%	250,000.00	250,000.00	249,164.95	1,000.00
PACIFIC WESTERN BANK	69506YSA8	9/30/2020	9/30/2025	0.450%	0.450%	250,000.00	250,000.00	249,146.07	1,125.00
HIAWATHA NATIONAL BANK	428548AT8	10/9/2020	10/9/2025	0.450%	0.450%	250,000.00	250,000.00	248,910.92	1,125.00
CITI BANK NATIONAL ASSOCIATION	17312Q4D8	10/30/2023	10/30/2025	5.350%	5.350%	250,000.00	250,000.00	250,438.22	13,375.00
BANKUNITED NA	066519QR3	3/19/2021	3/19/2026	0.800%	0.800%	250,000.00	250,000.00	245,611.17	2,000.00
US BANK USA	90348JN48	6/23/2021	6/23/2026	0.750%	0.750%	247,000.00	247,000.00	240,884.95	1,852.50
NEW YORK COMMUNITY BANK	649447UZ0	6/30/2021	7/1/2026	0.700%	0.700%	247,000.00	247,000.00	240,442.52	1,725.00
GOLDMAN SACHS BANK USA	38149MWX7	7/28/2021	7/28/2026	0.850%	0.850%	250,000.00	250,000.00	243,074.90	2,125.00
MERIDIAN BANK	58958PCJ9	7/28/2021	7/28/2026	0.700%	0.700%	250,000.00	250,000.00	242,743.92	1,750.00
FIRST NATL BK OF AMERICA	32110YUC7	7/30/2021	7/30/2026	0.600%	0.600%	250,000.00	250,000.00	242,721.87	1,500.00
SAUK VALLEY BANK & TRUST	804375DV2	7/30/2021	7/30/2026	0.650%	0.650%	250,000.00	250,000.00	242,609.52	1,625.00
AMERICAN NATL BANK MN CD	02769QEW5	11/10/2023	11/10/2026	5.050%	5.050%	250,000.00	250,000.00	253,288.42	12,625.00
CAPITAL ONE	14042R0G9	11/24/2021	11/24/2026	1.150%	1.150%	250,000.00	250,000.00	241,677.77	2,875.00
CAPITAL ONE BANK USA	14042TEB9	11/24/2021	11/24/2026	1.150%	1.150%	250,000.00	250,000.00	241,677.77	2,875.00
BANK HAPOLIM	06251A3M0	1/7/2022	1/7/2027	1.500%	1.500%	250,000.00	250,000.00	242,055.80	3,750.00
NELNET BANK INC	64034KAJ0	2/2/2022	2/2/2027	1.450%	1.450%	250,000.00	250,000.00	241,498.37	3,625.00
CFBANK	15721UEV5	2/2/2022	2/17/2027	1.400%	1.400%	250,000.00	250,000.00	241,105.32	3,500.00
AMERICAN EXPR NATL BK	02589AC42	4/6/2022	4/6/2027	2.650%	2.650%	250,000.00	250,000.00	245,190.70	6,625.00
JP MORGAN CHASE BANK	48128WNQ4	4/19/2022	4/19/2027	2.500%	2.500%	250,000.00	250,000.00	244,996.22	6,250.00
FORBRIGHT BK POTOMAC MD CD	3452L0AY9	12/15/2022	12/15/2027	4.000%	0.750%	247,000.00	247,000.00	250,821.65	10,875.00
COMMUNITY WEST BK GOLETA CD	20415SHW2	12/16/2022	12/16/2027	4.000%	4.000%	250,000.00	250,000.00	250,828.92	10,000.00
UNIVERSITY BK ANN ARBOR MICH	91409DM7	12/19/2022	12/16/2027	4.050%	4.000%	250,000.00	250,000.00	251,103.45	10,125.00
WELLS FARGO BANK NA CD	949764J7	12/19/2023	12/20/2027	4.550%	4.550%	250,000.00	250,000.00	253,867.07	11,375.00
COMMUNITY BANKERS BK VZ CD	20361LCS1	12/21/2022	12/21/2027	4.000%	4.000%	250,000.00	250,000.00	250,835.50	10,000.00
WINTER HILL BANK	975875BN4	1/11/2023	1/11/2028	4.700%	4.700%	250,000.00	250,000.00	250,161.12	11,750.00
SOUTHERN MICHIGAN BK & T CD	843358BW7	2/15/2024	2/15/2028	4.100%	4.100%	250,000.00	250,000.00	251,492.95	10,250.00
PROVIDENCE BANK	743738CV6	8/21/2023	8/21/2028	4.400%	4.400%	250,000.00	250,000.00	253,974.30	11,000.00
CELTIC BANK CD	15118R925	9/29/2024	9/28/2028	3.650%	3.650%	250,000.00	250,000.00	248,841.37	9,125.00
OPTUM BANK INC	68405VBE8	10/30/2023	10/30/2028	4.800%	4.800%	250,000.00	250,000.00	257,085.90	12,000.00
BNY MELLON NA CD	05584CKC9	1/18/2023	1/18/2028	4.800%	4.800%	250,000.00	250,000.00	257,010.72	12,000.00
BEAL BANK USA CD	07371DR66	6/5/2024	5/30/2029	4					

**Investments Transaction Report
8/31/25**

Total Investments Beginning Balance (PAR Value):	116,579,622.98
Receipts	
Interest	266,583.87
Transfer To LAIF from Checking	-
Transfer To CAMP from Checking	-
Transfer To CLASS from Checking	-
Bond Contributions to Fiscal Agent	-
Investment Purchases	-
Money Market	497,000.00
Total Receipts	763,583.87
Disbursements	
Transfer To Checking from LAIF	(1,233,000.00)
Transfer To Checking from CAMP	-
Transfer To Checking from CLASS	-
Bond Debt Service Payments by Fiscal Agent	-
Bond Draw Down from Fiscal Agent	-
Investment Maturities/Calls	(497,000.00)
Money Market	-
Total Disbursements	(1,730,000.00)
Total Investments Ending Balance (PAR Value):	115,613,206.85



STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: SIAMLU COX
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

SUBJECT: SCHEDULE OF INVESTMENTS AND MONTHLY TRANSACTION REPORT

Summary:

The Schedule of Investments is a listing of funds invested for both the City and the Successor Agency to the former Signal Hill Redevelopment Agency as of the date shown in the report. The monthly transaction report provides a list of the changes in investments for the prior month.

Strategic Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Receive and file.

Fiscal Impact:

There is no fiscal impact associated with the recommended action.

Background:

The Schedule of Investments, dated August 31, 2025, shows the distribution of the City and its former Redevelopment Agency's invested surplus funds and the annualized interest for each investment listed. Staff has also provided the monthly transaction report detailing changes within the investment account.

Analysis:

In accordance with California Government Code Section 53646, all listed investments comply with

9/23/2025

the City's adopted Investment Policy. Funds are available to meet anticipated expenditure requirements for the next six months.

Attachments:

- A. Investments Transaction Report
- B. Schedule of Investments



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: DAVID HOPPER
CITY TREASURER**

**SIAMLU COX
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

SUBJECT: WARRANT REGISTER PRESENTED SEPTEMBER 23, 2025

Summary:

The Warrant Register is a listing of all general disbursements issued since the prior warrant register and are requested to be approved by the City Council.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Authorize payment of the Warrant Register presented September 23, 2025.

Fiscal Impact:

The City has sufficient funds budgeted and available for payment.

Analysis:

Warrant Register for Council Meeting

Payment Type	Payment Date	Payment Numbers	Total
Regular Check	8/29/2025	120524 THRU 120534	\$ 71,279.28
Regular EFT	8/29/2025	104888 THRU 104892	\$ 34,718.04
Regular Check	9/4/2025	120524 THRU 120534	\$ 49,717.25
Regular EFT	9/4/2025	104888 THRU 104892	\$ 104,350.01
Manual DFT*	8/22/25 - 9/3/25	VARIOUS	\$ 2,381.03
Manual DFT*	8/28 & 9/4/25	VARIOUS	\$ 273,090.38
Subtotal			\$ 535,535.99
Manual DFT*	8/7 - 8/8/25	VARIOUS	\$ 71,662.33
Utility Billing Refund	9/4/2025	120535 THRU 120545	\$ 3,463.58
Subtotal			\$ 75,125.91
Payroll Net**	8/28/2025	VARIOUS	\$ 393,792.64
Subtotal			\$ 393,792.64
Grand Total			\$ 1,004,454.54

* EFT/Draft - Electronic/Draft Funds Transfer

** Represents the total net payroll direct deposit on pay date

Staff is submitting all warrants for approval; invoices and supporting documentation are available for review in the Finance Department.

Attachment:

- A. Warrant Register



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 8/22/2025 - 9/4/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 9813 - 2010 OFFICE FURNITURE INC							
120546	09/04/2025	22673	07/22/2025	OFFICE FURNITURE: WATER DEPT	100-92-5740	General Supplies	2,878.29
Vendor 9813 - 2010 OFFICE FURNITURE INC Total:							2,878.29
Vendor: 0007 - ABC PRESS							
120547	09/04/2025	250335	08/06/2025	PRINTING SVCS: PRL BOOKLET ENVELOPES	100-82-5740	General Supplies	374.60
Vendor 0007 - ABC PRESS Total:							374.60
Vendor: 9868 - ALFONSO ESQUIVIAS GONZALEZ							
120548	09/04/2025	09182025	08/28/2025	SIGNAL HILL UNDER THE STARS: BAR SVCS	100-41-5330	Meetings	700.00
Vendor 9868 - ALFONSO ESQUIVIAS GONZALEZ Total:							700.00
Vendor: 9907 - ALL IN ONE ENTERTAINMENT							
120549	09/04/2025	EGQ0UVV8-0003	08/23/2025	HALLOWEEN CARNIVAL ENTERTAINMENT DEPOSIT	100-82-5723	Event/Program Costs	700.00
Vendor 9907 - ALL IN ONE ENTERTAINMENT Total:							700.00
Vendor: 1372 - ALLIANT INSURANCE SERVICES							
104893	09/04/2025	3211659	08/18/2025	EVENT INSURANCE: STATE OF THE CITY	100-41-5330	Meetings	625.00
Vendor 1372 - ALLIANT INSURANCE SERVICES Total:							625.00
Vendor: 5633 - AQUA BACKFLOW INC.							
104894	09/04/2025	2025-0242	08/05/2025	BACKFLOW MANAGEMENT: JUL 2025	500-40-5400	Contract Services - General	228.00
Vendor 5633 - AQUA BACKFLOW INC. Total:							228.00
Vendor: 8740 - BANK OF AMERICA - OPEB							
104882	08/29/2025	INV0015242	08/28/2025	110156 CITY OF SIGNAL HILL OPEB INV TRUST ACCT -EE	100-21525	OPEB Employee Paid W/ Wa	576.96
104882	08/29/2025	INV0015243	08/28/2025	110156 CITY OF SIGNAL HILL OPEB INV TRUST ACCT -ER	100-21525	OPEB Employee Paid W/ Wa	623.04
104882	08/29/2025	INV0015244	08/28/2025	110156 CITY OF SIGNAL HILL OPEB INV TRUST ACCT -EE	100-21525	OPEB Employee Paid W/ Wa	2,853.74
104882	08/29/2025	INV0015245	08/28/2025	110156 CITY OF SIGNAL HILL OPEB INV TRUST ACCT -ER	100-21525	OPEB Employee Paid W/ Wa	2,853.74
Vendor 8740 - BANK OF AMERICA - OPEB Total:							6,907.48
Vendor: 8218 - BEST BEST & KRIEGER LLP							
104888	08/29/2025	1028519	05/13/2025	LEGAL SVCS: CONTRACTS	100-47-5410	Legal Services	457.90
104888	08/29/2025	1028519	05/13/2025	LEGAL SVCS: CONTRACTS	100-61-5410	Legal Services	48.20

Warrant Register

Payment Dates: 8/22/2025 - 9/4/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
104888	08/29/2025	1028522	05/13/2025	LEGAL SVCS: CONTRACTS - ECON DEV	100-47-5410	Legal Services	4,193.40
104888	08/29/2025	1028529	05/13/2025	LEGAL SVCS: LITIGATION	100-53-5410	Legal Services	34.70
104888	08/29/2025	1028535	05/13/2025	LEGAL SVCS: LABOR & EMPLOYMENT	100-46-5410	Legal Services	1,006.30
104888	08/29/2025	1028541	05/13/2025	LEGAL SVCS: REAL ESTATE & TRANSACTIONS	100-47-5410	Legal Services	4,649.80
104888	08/29/2025	1031274	06/13/2025	LEGAL SVCS: PLANNING	100-23530	Deposits-Community Develo	14.46
104888	08/29/2025	1031274	06/13/2025	LEGAL SVCS: PLANNING	100-23530	Deposits-Community Develo	72.30
104888	08/29/2025	1031274	06/13/2025	LEGAL SVCS: PLANNING	100-34-4600	Administrative Fee (CD)	-14.46
104888	08/29/2025	1031274	06/13/2025	LEGAL SVCS: PLANNING	100-61-5410	Legal Services	96.40
104888	08/29/2025	1031274	06/13/2025	LEGAL SVCS: PLANNING	100-62-5410	Legal Services	120.50
104888	08/29/2025	1031274	06/13/2025	LEGAL SVCS: PLANNING	100-63-5410	Legal Services	602.50
104888	08/29/2025	1031277	06/13/2025	LEGAL SVCS: CONTRACTS - COMM SVCS	100-53-5410	Legal Services	24.10
104888	08/29/2025	1031277	06/13/2025	LEGAL SVCS: CONTRACTS - COMM SVCS	100-82-5410	Legal Services	991.90
104888	08/29/2025	1031283	06/13/2025	LEGAL SVCS: CODE UPDATE	100-44-5410	Legal Services	4,193.40
104888	08/29/2025	1031286	06/13/2025	LEGAL SVCS: COMM SVCS - P	100-74-5410	Legal Services	120.50
104888	08/29/2025	1031287	06/13/2025	LEGAL SVCS: ECON DEVELOPMENT	100-47-5410	Legal Services	24.10
104888	08/29/2025	1031288	06/13/2025	LEGAL SVCS: ODA/ECON DEV	100-47-5410	Legal Services	385.60
104888	08/29/2025	1031289	06/13/2025	LEGAL SVCS: FINANCE	100-53-5410	Legal Services	48.20
104888	08/29/2025	1031290	06/13/2025	LEGAL SVCS: LABOR & EMPLOYMENT	100-46-5410	Legal Services	2,741.30
104888	08/29/2025	1031294	06/13/2025	LEGAL SVCS: LLMD & WATER ASSESSMENTS	260-40-5400	Contract Services - General	242.90
104888	08/29/2025	1031294	06/13/2025	LEGAL SVCS: LLMD & WATER ASSESSMENTS	500-40-5410	Legal Services	2,880.10
104888	08/29/2025	1031295	06/13/2025	LEGAL SVCS: REAL ESTATE & PROPERTY	100-47-5410	Legal Services	902.20
104888	08/29/2025	1034248	07/10/2025	LEGAL SVCS: CONTRACTS	100-47-5410	Legal Services	144.60
104888	08/29/2025	1034252	07/10/2025	LEGAL SVCS: CONTRACTS - P	100-74-5410	Legal Services	281.30
104888	08/29/2025	1034260	07/10/2025	LEGAL SVCS: COMM SVCS - P	100-74-5410	Legal Services	409.70
104888	08/29/2025	1034263	07/10/2025	LEGAL SVCS: LABOR & EMPLOYMENT	100-46-5410	Legal Services	3,020.80
104888	08/29/2025	1034265	07/10/2025	LEGAL SVCS: LLMD ASSESSMENT	260-40-5400	Contract Services - General	381.70
Vendor 8218 - BEST BEST & KRIEGER LLP Total:							28,074.40
Vendor: 9460 - BLUDOT TECHNOLOGIES INC							
120524	08/29/2025	5ED2976C-0003	06/16/2025	REWARDS FUND FY 25-26	100-47-5400	Contract Services - General	10,000.00
Vendor 9460 - BLUDOT TECHNOLOGIES INC Total:							10,000.00
Vendor: 0057 - BLUE DIAMOND MATERIALS							
120550	09/04/2025	4173747	07/14/2025	PUBLIC WORKS SUPPLIES	100-95-5740	General Supplies	411.62

Warrant Register							Payment Dates: 8/22/2025 - 9/4/2025
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
120550	09/04/2025	4187645	07/21/2025	PUBLIC WORKS SUPPLIES	100-95-5740	General Supplies	223.81
Vendor 0057 - BLUE DIAMOND MATERIALS Total:							635.43
Vendor: 0471 - CALIF DEPT JUSTICE							
120551	09/04/2025	835594	08/07/2025	FINGERPRINTS - JUL 2025	100-46-5400	Contract Services - General	392.00
Vendor 0471 - CALIF DEPT JUSTICE Total:							392.00
Vendor: 0203 - CALIFORNIA,STATE OF							
DFT0015235	08/28/2025	INV0015196	08/28/2025	State Income Tax Withholdin	100-21513	State Withholding Taxes Paya	2.61
DFT0015244	08/28/2025	CM0000276	08/28/2025	State Income Tax Withholdin	100-21513	State Withholding Taxes Paya	-12.87
DFT0015249	08/28/2025	INV0015202	08/28/2025	State Income Tax Withholdin	100-21513	State Withholding Taxes Paya	317.55
DFT0015313	08/28/2025	INV0015275	08/28/2025	State Income Tax Withholdin	100-21513	State Withholding Taxes Paya	23,789.84
Vendor 0203 - CALIFORNIA,STATE OF Total:							24,097.13
Vendor: 0407 - CALPERS							
DFT0015034	08/28/2025	INV0015063	08/14/2025	PERS 25143	100-21520	PERS - City Paid	279.04
DFT0015035	08/28/2025	INV0015064	08/14/2025	PERS 25143	100-21520	PERS - City Paid	291.48
DFT0015044	08/28/2025	INV0015068	08/14/2025	PERS 25143	100-21520	PERS - City Paid	352.38
DFT0015045	08/28/2025	INV0015069	08/14/2025	PERS 25143	100-21520	PERS - City Paid	367.15
DFT0015054	08/28/2025	INV0015073	08/14/2025	PERS 25143	100-21520	PERS - City Paid	352.38
DFT0015055	08/28/2025	INV0015074	08/14/2025	PERS 25143	100-21520	PERS - City Paid	367.15
DFT0015064	08/28/2025	INV0015078	08/14/2025	PERS 25143	100-21520	PERS - City Paid	352.36
DFT0015065	08/28/2025	INV0015079	08/14/2025	PERS 25143	100-21520	PERS - City Paid	367.12
DFT0015074	08/28/2025	INV0015083	08/14/2025	PERS 25143	100-21520	PERS - City Paid	366.48
DFT0015075	08/28/2025	INV0015084	08/14/2025	PERS 25143 - 7/17 Ramirez	100-21520	PERS - City Paid	378.11
DFT0015082	08/28/2025	INV0015088	08/14/2025	PERS 26091	100-21520	PERS - City Paid	103.68
DFT0015083	08/28/2025	INV0015089	08/14/2025	PERS 26091	100-21520	PERS - City Paid	105.28
DFT0015084	08/28/2025	CM0000260	08/14/2025	PERS 8704 - 7/3/25 Alonso	100-21520	PERS - City Paid	-93.64
DFT0015085	08/28/2025	CM0000261	08/14/2025	PERS 8704 - 7/3/25 Alonso	100-21520	PERS - City Paid	-143.27
DFT0015094	08/28/2025	INV0015091	08/14/2025	PERS 26091	100-21520	PERS - City Paid	239.61
DFT0015095	08/28/2025	INV0015092	08/14/2025	PERS 26091	100-21520	PERS - City Paid	246.10
DFT0015096	08/28/2025	CM0000264	08/14/2025	PERS 8704 - 7/17/25 Alonso	100-21520	PERS - City Paid	-216.42
DFT0015097	08/28/2025	CM0000265	08/14/2025	PERS 8704 - 7/17/25 Alonso	100-21520	PERS - City Paid	-332.67
DFT0015104	08/28/2025	INV0015093	08/14/2025	PERS 26091	100-21520	PERS - City Paid	239.61
DFT0015105	08/28/2025	INV0015094	08/14/2025	PERS 26091	100-21520	PERS - City Paid	246.10
DFT0015106	08/28/2025	CM0000268	08/14/2025	PERS 8704 - 7/31 Alonso	100-21520	PERS - City Paid	-216.42
DFT0015107	08/28/2025	CM0000269	08/14/2025	PERS 8704 - 7/31/25 Alonso	100-21520	PERS - City Paid	-332.67
DFT0015149	08/28/2025	INV0015139	08/14/2025	PERS Survivor Benefit	100-21520	PERS - City Paid	23.25
DFT0015150	08/28/2025	INV0015140	08/14/2025	PERS 25143	100-21520	PERS - City Paid	11,544.23
DFT0015151	08/28/2025	INV0015141	08/14/2025	PERS 25143	100-21520	PERS - City Paid	11,910.46
DFT0015152	08/28/2025	INV0015142	08/14/2025	PERS 26091	100-21520	PERS - City Paid	255.06
DFT0015152	08/28/2025	INV0015142	08/14/2025	PERS 26091	100-21520	PERS - City Paid	15,230.70
DFT0015152	08/28/2025	INV0015142	08/14/2025	PERS 26091	100-51-5230	Retirement Contributions	-0.59
DFT0015153	08/28/2025	INV0015143	08/14/2025	PERS 26091	100-21520	PERS - City Paid	15,643.36
DFT0015154	08/28/2025	INV0015144	08/14/2025	PERS 8703	100-21520	PERS - City Paid	1,647.97
DFT0015155	08/28/2025	INV0015145	08/14/2025	PERS 8703	100-21520	PERS - City Paid	2,961.64

Warrant Register							Payment Dates: 8/22/2025 - 9/4/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount	
DFT0015156	08/28/2025	INV0015146	08/14/2025	PERS 8704	100-21520	PERS - City Paid	5,223.65	
DFT0015157	08/28/2025	INV0015147	08/14/2025	PERS 8704	100-21520	PERS - City Paid	8,029.51	
DFT0015158	08/28/2025	INV0015148	08/14/2025	PERS 9063	100-21520	PERS - City Paid	6,266.72	
DFT0015159	08/28/2025	INV0015149	08/14/2025	PERS 9063 Management	100-21520	PERS - City Paid	804.84	
DFT0015160	08/28/2025	INV0015150	08/14/2025	PERS 9063	100-21520	PERS - City Paid	13,760.66	
DFT0015161	08/28/2025	INV0015151	08/14/2025	PERS 9063 Management	100-21520	PERS - City Paid	2,624.67	
DFT0015317	09/04/2025	INV0015288	09/04/2025	CalPERS Adjustments	100-21520	PERS - City Paid	-36.46	
DFT0015317	09/04/2025	INV0015288	09/04/2025	CalPERS Adjustments	100-21520	PERS - City Paid	849.38	
Vendor 0407 - CALPERS Total:							100,057.99	
Vendor: 8274 - CANON SOLUTIONS AMERICA, INC								
120552	09/04/2025	149938971	08/12/2025	COPIER SUPPLIES: COPY PAPER	100-72-5740	General Supplies	873.06	
120552	09/04/2025	6012893488	08/12/2025	COPIER LEASE: 5/12 - 8/11/2	100-51-5552	Rental/Lease of Equipment	160.71	
120552	09/04/2025	6012893489	08/12/2025	COPIER USAGE: 5/12 - 8/15/25	100-51-5552	Rental/Lease of Equipment	1,080.48	
120552	09/04/2025	6012893490	08/12/2025	COPIER LEASE: 5/12 - 8/11/2	100-51-5552	Rental/Lease of Equipment	233.65	
120552	09/04/2025	6012893491	08/12/2025	COPIER LEASE: 5/12 - 8/11/2	100-51-5552	Rental/Lease of Equipment	1,083.00	
120552	09/04/2025	6012893492	08/12/2025	COPIER LEASE: 5/12 - 8/11/2	100-51-5552	Rental/Lease of Equipment	262.17	
120552	09/04/2025	6012893493	08/12/2025	COPIER LEASE: 5/12 - 8/11/2	100-51-5552	Rental/Lease of Equipment	490.16	
Vendor 8274 - CANON SOLUTIONS AMERICA, INC Total:							4,183.23	
Vendor: 1560 - CARUSO FORD								
104889	08/29/2025	11176	06/10/2025	VEHICLE PARTS	601-40-5540	Vehicle Maintenance	108.73	
104889	08/29/2025	11699	06/30/2025	VEHICLE MAINT	601-40-5721	Vehicle Supplies	689.41	
104889	08/29/2025	FOCS101625	06/05/2025	VEHICLE MAINT	601-40-5540	Vehicle Maintenance	250.00	
Vendor 1560 - CARUSO FORD Total:							1,048.14	
Vendor: 5780 - CITY EMPLOYEES ASSOCIATES LLC								
104883	08/29/2025	INV0015267	08/28/2025	PT Employee Association	100-21050	Accrued Liabilities Payable	10.00	
Vendor 5780 - CITY EMPLOYEES ASSOCIATES LLC Total:							10.00	
Vendor: 9059 - CLEARSOURCE FINANCIAL CONSULTING								
120525	08/29/2025	UFC0525-470	05/20/2025	CONSULTING SVCS: PREPARATION OF USER FEE SCHEDULE	100-51-5400	Contract Services - General	5,296.00	
Vendor 9059 - CLEARSOURCE FINANCIAL CONSULTING Total:							5,296.00	
Vendor: 9856 - CLUB OF HARPS								
120553	09/04/2025	0379	08/21/2025	SENIORS: HARMONICA CLAS	100-82-5723	Event/Program Costs	125.00	
Vendor 9856 - CLUB OF HARPS Total:							125.00	
Vendor: 9840 - ENGINEERING SOLUTIONS SERVICES INC								
120526	08/29/2025	2407-177A	11/17/2024	GRANT WRITING SVCS	100-44-5400	Contract Services - General	14,498.50	
Vendor 9840 - ENGINEERING SOLUTIONS SERVICES INC Total:							14,498.50	
Vendor: 1121 - EWING IRRIGATION PRODUCTS INC.								
120554	09/04/2025	27070483	07/30/2025	WATER DEPT SUPPLIES	500-40-5740	General Supplies	56.32	
120554	09/04/2025	27188459	08/08/2025	PUBLIC WORKS SUPPLIES	100-94-5740	General Supplies	44.56	

Warrant Register							Payment Dates: 8/22/2025 - 9/4/2025
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
120554	09/04/2025	27188678	08/08/2025	PUBLIC WORKS SUPPLIES	100-94-5740	General Supplies	867.96
120554	09/04/2025	27211104	08/11/2025	PUBLIC WORKS SUPPLIES	100-94-5740	General Supplies	83.12
Vendor 1121 - EWING IRRIGATION PRODUCTS INC. Total:							1,051.96
Vendor: 5121 - FERGUSON ENTERPRISES INC. #1350							
104895	09/04/2025	5636033	08/06/2025	WATER DEPT SUPPLIES	500-40-5740	General Supplies	104.39
104895	09/04/2025	5646534	08/11/2025	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	607.91
Vendor 5121 - FERGUSON ENTERPRISES INC. #1350 Total:							712.30
Vendor: 5303 - FRONTIER							
DFT0015226	08/22/2025	9470-072825	07/28/2025	FRONTIER SVCS: JUL 2025	100-51-5511	Telephone/Internet	335.58
DFT0015251	08/27/2025	1335-080225	08/02/2025	FRONTIER SVCS: JUL 2025	500-40-5511	Telephone/Data	1,710.62
DFT0015315	08/29/2025	4123-081125	08/11/2025	FRONTIER SVCS: JUL & AUG 2025	100-51-5511	Telephone/Internet	334.83
Vendor 5303 - FRONTIER Total:							2,381.03
Vendor: 9550 - GENTRY GENERAL ENGINEERING INC							
104896	09/04/2025	SAMIRS-2C	07/15/2025	CITYWIDE ALLEY & STREET IMPROVEMENT	500-40-5560	Repair & Maintenance Servic	39,343.48
104896	09/04/2025	SAMIRS-R	08/21/2025	RETENTION	100-21150	Retention Payable	1,166.10
104896	09/04/2025	SAMIRS-R	08/21/2025	RETENTION	400-21150	Retention Payable	23,472.50
104896	09/04/2025	SHSR1-2R	07/24/2025	RETENTION	400-21150	Retention Payable	2,470.65
104896	09/04/2025	SHSR2-2R	07/24/2025	RETENTION	400-21150	Retention Payable	1,340.95
Vendor 9550 - GENTRY GENERAL ENGINEERING INC Total:							67,793.68
Vendor: 1194 - GRAINGER							
104897	09/04/2025	9613812586	08/20/2025	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	32.10
104897	09/04/2025	9614474618	08/20/2025	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	27.76
Vendor 1194 - GRAINGER Total:							59.86
Vendor: 0225 - HACH COMPANY							
104898	09/04/2025	14596895	07/28/2025	WATER DEPT SUPPLIES	500-40-5721	Special Department Supplies	65.08
Vendor 0225 - HACH COMPANY Total:							65.08
Vendor: 8907 - HARRY & SALLY INC							
120527	08/29/2025	3907	07/04/2025	FINGERPRINTS APPS - JUN 2025	100-46-5400	Contract Services - General	88.00
Vendor 8907 - HARRY & SALLY INC Total:							88.00
Vendor: 9185 - HAZEN AND SAWYER, D.P.C							
120528	08/29/2025	0000001	07/15/2025	MEMBRANE SYSTEM CLEANING: 5/1 - 6/30/25	500-40-5400	Contract Services - General	8,500.00
Vendor 9185 - HAZEN AND SAWYER, D.P.C Total:							8,500.00
Vendor: 8595 - HEALTHEQUITY, INC.							
104899	09/04/2025	INV8171373	08/25/2025	FSA ADMIN FEE: AUG 2025	100-53-5273	Health Benefits	150.00
Vendor 8595 - HEALTHEQUITY, INC. Total:							150.00
Vendor: 8818 - INFINITY TECHNOLOGIES							
104900	09/04/2025	4113	08/10/2025	IT SVCS: JUL 2025	100-52-5440	Technology Technical Service	9,250.00

Warrant Register							Payment Dates: 8/22/2025 - 9/4/2025
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
104900	09/04/2025	4113	08/10/2025	IT SVCS: JUL 2025	100-74-5440	IT Services	9,250.00
104900	09/04/2025	4115	08/10/2025	LICENSING SOFTWARE: JUL 2025	100-74-5570	Software Licensing & Suppor	260.00
104900	09/04/2025	4118	08/10/2025	IT SVCS: NETWORK UPGRADES TO CITY HALL & PD	100-52-5840	Capital Outlay	130.00
Vendor 8818 - INFINITY TECHNOLOGIES Total:							18,890.00
Vendor: 1165 - IWORQ SYSTEMS INC							
120555	09/04/2025	212203	06/02/2025	IWORQS YEARLY SUBSCRIPTION FY 25-26	100-61-5570	Software Licensing & Suppor	2,100.00
120555	09/04/2025	212203	06/02/2025	IWORQS YEARLY SUBSCRIPTION FY 25-26	100-62-5570	Software Licensing & Suppor	2,100.00
120555	09/04/2025	212203	06/02/2025	IWORQS YEARLY SUBSCRIPTION FY 25-26	100-63-5570	Software Licensing & Suppor	3,100.00
120555	09/04/2025	212203	06/02/2025	IWORQS YEARLY SUBSCRIPTION FY 25-26	100-64-5570	Software Licensing & Suppor	2,100.00
120555	09/04/2025	212203	06/02/2025	IWORQS YEARLY SUBSCRIPTION FY 25-26	100-91-5595	Comm Inter-Dept Charge	2,850.00
120555	09/04/2025	212203	06/02/2025	IWORQS YEARLY SUBSCRIPTION FY 25-26	100-94-5400	Contract Services - General	1,200.00
120555	09/04/2025	212203	06/02/2025	IWORQS YEARLY SUBSCRIPTION FY 25-26	100-95-5721	Special Dept Supplies-Graffiti	2,400.00
120555	09/04/2025	212203	06/02/2025	IWORQS YEARLY SUBSCRIPTION FY 25-26	601-40-5570	Software Licensing & Suppor	1,200.00
Vendor 1165 - IWORQ SYSTEMS INC Total:							17,050.00
Vendor: 9182 - Jamie Eason							
120556	09/04/2025	0000117	08/19/2025	FACE PAINTER: HALLOWEEN CARNIVAL	100-82-5723	Event/Program Costs	207.00
Vendor 9182 - Jamie Eason Total:							207.00
Vendor: 9582 - JESSE LEE							
120557	09/04/2025	1267	08/27/2025	ELECTRICIAN LABOR	100-94-5400	Contract Services - General	635.00
Vendor 9582 - JESSE LEE Total:							635.00
Vendor: 8644 - JOE MAR POLYGRAPH							
120558	09/04/2025	25-015-SHPD	08/15/2025	POLYGRAPH EXAM SVCS: PO RECRUIT	100-74-5400	Contract Services - General	250.00
Vendor 8644 - JOE MAR POLYGRAPH Total:							250.00
Vendor: 4316 - JOHNSTONE SUPPLY							
120559	09/04/2025	3116878	08/21/2025	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	68.40
Vendor 4316 - JOHNSTONE SUPPLY Total:							68.40
Vendor: 9158 - KICK IT UP KIDZ LLC							
120560	09/04/2025	66488	09/01/2025	FITNESS INSTRUCTOR	100-82-5723	Event/Program Costs	80.00
Vendor 9158 - KICK IT UP KIDZ LLC Total:							80.00

Warrant Register							Payment Dates: 8/22/2025 - 9/4/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount	
Vendor: 5777 - KIM AGGABAO								
104890	08/29/2025	07282025	07/28/2025	INVESTIGATION TRAINING REIMBURSEMENT	100-73-5320	Travel & Training	298.50	
							Vendor 5777 - KIM AGGABAO Total:	298.50
Vendor: 9563 - KIRA MURANYI								
120561	09/04/2025	7146249	08/13/2025	SANTA'S WORKSHOP: CAROLERS DEPOSIT	100-82-5723	Event/Program Costs	200.00	
							Vendor 9563 - KIRA MURANYI Total:	200.00
Vendor: 8790 - L.N. CURTIS AND SONS								
120562	09/04/2025	INV970547	07/22/2025	UNIFORMS (2)	100-72-5730	Uniforms	26.58	
							Vendor 8790 - L.N. CURTIS AND SONS Total:	26.58
Vendor: 5588 - LACEY MARSAC								
120529	08/29/2025	121	06/10/2025	EMPLOYEE WELLNESS: YOGA SESSION	100-46-5280	Wellness Benefit	100.00	
							Vendor 5588 - LACEY MARSAC Total:	100.00
Vendor: 0071 - LEE'S FENCE CO								
120563	09/04/2025	13113	08/21/2025	WELL 10 FENCING	500-40-5560	Repair & Maintenance Servic	3,500.00	
							Vendor 0071 - LEE'S FENCE CO Total:	3,500.00
Vendor: 0496 - LINDE GAS & EQUIPMENT INC								
120564	09/04/2025	51607652	08/22/2025	WATER DEPT RENTAL: 07/20 - 08/20/25	500-40-5552	Rental/Lease of Equipment	177.09	
							Vendor 0496 - LINDE GAS & EQUIPMENT INC Total:	177.09
Vendor: 0727 - LONG BEACH TRANSIT								
104891	08/29/2025	10009533A	08/26/2025	DIAL A LIFT SVCS: 4TH QTR	202-40-5672	Dial-A-Lift	1,964.00	
							Vendor 0727 - LONG BEACH TRANSIT Total:	1,964.00
Vendor: 9896 - LYB HOME INC								
120565	09/04/2025	26513	08/20/2025	PROFESSIONAL SVCS: EXTERIOR PAINT	100-92-5400	Contract Services - General	2,907.76	
							Vendor 9896 - LYB HOME INC Total:	2,907.76
Vendor: 0498 - MEARNS CONSULTING CORP								
104901	09/04/2025	24103-3201.5 ORANGE	07/18/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	122.00	
104901	09/04/2025	24103-3201.5 ORANGE	07/18/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	610.00	
104901	09/04/2025	24103-3201.5 ORANGE	07/18/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-34-4600	Administrative Fee (CD)	-122.00	
104901	09/04/2025	24202-1100 E 23RD	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	610.00	

Warrant Register

Payment Dates: 8/22/2025 - 9/4/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
104901	09/04/2025	24202-1100 E 23RD	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	122.00
104901	09/04/2025	24202-1100 E 23RD	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-34-4600	Administrative Fee (CD)	-122.00
104901	09/04/2025	24213-2179.5 TEMPLE	07/10/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	305.00
104901	09/04/2025	24213-2179.5 TEMPLE	07/10/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	61.00
104901	09/04/2025	24213-2179.5 TEMPLE	07/10/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-34-4600	Administrative Fee (CD)	-61.00
104901	09/04/2025	2560-1917.5 JUNIPERO	07/01/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	61.00
104901	09/04/2025	2560-1917.5 JUNIPERO	07/01/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	305.00
104901	09/04/2025	2560-1917.5 JUNIPERO	07/01/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-34-4600	Administrative Fee (CD)	-61.00
104901	09/04/2025	26-WALNUT BLUFF	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	305.00
104901	09/04/2025	26-WALNUT BLUFF	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	61.00
104901	09/04/2025	26-WALNUT BLUFF	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-34-4600	Administrative Fee (CD)	-61.00
104901	09/04/2025	43-2020 WALNUT	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	244.00
104901	09/04/2025	43-2020 WALNUT	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	1,220.00
104901	09/04/2025	43-2020 WALNUT	07/08/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-34-4600	Administrative Fee (CD)	-244.00
104901	09/04/2025	44-2020 WALNUT	08/07/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	1,220.00
104901	09/04/2025	44-2020 WALNUT	08/07/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-23530	Deposits-Community Develo	244.00

Warrant Register							Payment Dates: 8/22/2025 - 9/4/2025
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
104901	09/04/2025	44-2020 WALNUT	08/07/2025	PROFESSIONAL SVCS: ENVIRONMENTAL CONSULTING	100-34-4600	Administrative Fee (CD)	-244.00
Vendor 0498 - MEARNES CONSULTING CORP Total:							4,575.00
Vendor: 5673 - MEDICO PROFESSIONAL LINEN SERVICE							
104902	09/04/2025	21281843	08/13/2025	SHPD SUPPLIES	100-75-5721	Special Department Supplies	122.98
104902	09/04/2025	21289954	08/27/2025	SHPD SUPPLIES	100-75-5721	Special Department Supplies	117.15
Vendor 5673 - MEDICO PROFESSIONAL LINEN SERVICE Total:							240.13
Vendor: 5672 - NORTHSTAR CHEMICAL							
104903	09/04/2025	318400	08/07/2025	WATER DEPT SUPPLIES	500-40-5721	Special Department Supplies	2,586.67
Vendor 5672 - NORTHSTAR CHEMICAL Total:							2,586.67
Vendor: 0170 - OFFICE DEPOT							
104904	09/04/2025	424609094001	07/22/2025	OFFICE SUPPLIES: PUBLIC WORKS	100-92-5740	General Supplies	42.52
104904	09/04/2025	426058345001	07/18/2025	OFFICE SUPPLIES - CD	100-51-5710	Office Supplies	23.53
104904	09/04/2025	426058345001	07/18/2025	OFFICE SUPPLIES - CD	100-61-5740	General Supplies	9.53
104904	09/04/2025	426058345001	07/18/2025	OFFICE SUPPLIES - CD	100-62-5740	General Supplies	7.14
104904	09/04/2025	426058345001	07/18/2025	OFFICE SUPPLIES - CD	100-63-5740	General Supplies	26.16
104904	09/04/2025	432072391001	07/31/2025	OFFICE SUPPLIES - PD	100-74-5740	General Supplies	304.75
104904	09/04/2025	432072841001	08/08/2025	OFFICE SUPPLIES - PD	100-74-5740	General Supplies	101.78
104904	09/04/2025	432072842001	07/30/2025	OFFICE SUPPLIES - PD	100-74-5740	General Supplies	25.07
104904	09/04/2025	432542933001	08/01/2025	OFFICE SUPPLIES: PRL	100-82-5740	General Supplies	63.91
104904	09/04/2025	433411248001	08/14/2025	OFFICE SUPPLIES - PD	100-72-5740	General Supplies	96.75
104904	09/04/2025	435143758001	08/13/2025	OFFICE SUPPLIES: LIBRARY	100-81-5740	General Supplies	816.68
104904	09/04/2025	437022264001	08/20/2025	OFFICE SUPPLIES: ADMIN	100-45-5740	General Supplies	256.79
Vendor 0170 - OFFICE DEPOT Total:							1,774.61
Vendor: 5448 - PETE'S PLUMBING							
120566	09/04/2025	153423	07/25/2025	PROFESSIONAL SVCS: REPAIR DRAIN STOPPAGE	100-94-5400	Contract Services - General	210.00
Vendor 5448 - PETE'S PLUMBING Total:							210.00
Vendor: 9625 - PLACEWORKS, INC							
120530	08/29/2025	CSHI-01.0 - 5	04/30/2025	OSA ECONOMIC STUDY AND OVERLAY	100-47-5400	Contract Services - General	18,958.75
Vendor 9625 - PLACEWORKS, INC Total:							18,958.75
Vendor: 1866 - RCS INVESTIGATIONS & CONSULTING LLC							
120531	08/29/2025	7138	05/11/2025	PROFESSIONAL SVCS: INVESTIGATION	100-74-5400	Contract Services - General	12,908.75
Vendor 1866 - RCS INVESTIGATIONS & CONSULTING LLC Total:							12,908.75
Vendor: 1554 - ROBERTSON'S READY MIX, LTD							
120567	09/04/2025	700789	08/06/2025	PUBLIC WORKS SUPPLIES	100-95-5740	General Supplies	1,099.57
Vendor 1554 - ROBERTSON'S READY MIX, LTD Total:							1,099.57

Warrant Register							Payment Dates: 8/22/2025 - 9/4/2025
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 9857 - SIERRA HOLISTIC COLLECTIVE INC							
120568	09/04/2025	03011	08/26/2025	SENIORS: TAI CHI CLASS	100-82-5723	Event/Program Costs	162.50
Vendor 9857 - SIERRA HOLISTIC COLLECTIVE INC Total:							162.50
Vendor: 0353 - SIGNAL HILL AUTOMOTIVE & TIRE							
120532	08/29/2025	116425	06/02/2025	VEHICLE MAINT	601-40-5400	Contract Services - General	100.00
120532	08/29/2025	116432	06/02/2025	VEHICLE MAINT	601-40-5400	Contract Services - General	70.00
120569	09/04/2025	117066	08/26/2025	VEHICLE MAINT	601-40-5400	Contract Services - General	566.36
Vendor 0353 - SIGNAL HILL AUTOMOTIVE & TIRE Total:							736.36
Vendor: 0446 - SIGNAL HILL EMPLOYEES ASSOC							
104884	08/29/2025	INV0015268	08/28/2025	Signal Hill Employees Assn	100-21555	SHEA Union Dues Deduction	915.00
Vendor 0446 - SIGNAL HILL EMPLOYEES ASSOC Total:							915.00
Vendor: 2502 - SIGNAL HILL FLORIST							
120570	09/04/2025	1182	08/15/2025	STATE OF THE CITY: CENTERPIECES	100-41-5330	Meetings	1,500.00
Vendor 2502 - SIGNAL HILL FLORIST Total:							1,500.00
Vendor: 3048 - SIGNAL HILL PETTY CASH							
120571	09/04/2025	09032025	06/30/2025	PETTY CASH	100-82-5330	Meetings	19.89
120571	09/04/2025	09032025	06/30/2025	REIMBURSEMENT: PRL PETTY CASH	100-82-5723	Event/Program Costs	30.00
120571	09/04/2025	09032025	06/30/2025	REIMBURSEMENT: PRL PETTY CASH	100-82-5723	Event/Program Costs	35.00
120571	09/04/2025	09032025	06/30/2025	REIMBURSEMENT: PRL PETTY CASH	100-83-5330	Meetings	27.83
120571	09/04/2025	09032025	06/30/2025	REIMBURSEMENT: PRL PETTY CASH	100-83-5740	General Supplies	5.00
Vendor 3048 - SIGNAL HILL PETTY CASH Total:							117.72
Vendor: 0447 - SIGNAL HILL POLICE OFFICERS							
104885	08/29/2025	INV0015265	08/28/2025	Police Officer Assn Dues	100-21550	POA Union Dues Deductions	1,584.00
Vendor 0447 - SIGNAL HILL POLICE OFFICERS Total:							1,584.00
Vendor: 4432 - SIGNAL HILL,CITY OF							
104886	08/29/2025	INV0015236	08/28/2025	Child Care	100-21538	Flex Spending Payable	312.50
104886	08/29/2025	INV0015237	08/28/2025	Flex Spending	100-21538	Flex Spending Payable	989.98
Vendor 4432 - SIGNAL HILL,CITY OF Total:							1,302.48
Vendor: 0460 - SMITH PAINT							
104905	09/04/2025	958121	08/15/2025	PUBLIC WORKS SUPPLIES	100-95-5740	General Supplies	75.05
Vendor 0460 - SMITH PAINT Total:							75.05
Vendor: 9910 - STAGE PLUS, INC							
120572	09/04/2025	38725-1_Signal Hills	08/01/2025	SOTC: STAGE VIDEO PANEL	100-41-5330	Meetings	9,000.00
Vendor 9910 - STAGE PLUS, INC Total:							9,000.00

							Payment Dates: 8/22/2025 - 9/4/2025
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 3130 - STEAMX LLC							
104906	09/04/2025	73178	08/18/2025	PUBLIC WORKS SUPPLIES	100-95-5721	Special Dept Supplies-Graffiti	207.28
							Vendor 3130 - STEAMX LLC Total:
							207.28
Vendor: 0554 - SUSAN SAXE-CLIFFORD PH.D							
120573	09/04/2025	25-0821-6	08/21/2025	PSYCH EVAL: CCW APPLICAN	100-74-5400	Contract Services - General	450.00
							Vendor 0554 - SUSAN SAXE-CLIFFORD PH.D Total:
							450.00
Vendor: 9457 - THE SAUCE CREATIVE SERVICES CORP							
104907	09/04/2025	7613	05/22/2025	BROCHURES AND BANNERS	100-47-5400	Contract Services - General	5,203.10
							Vendor 9457 - THE SAUCE CREATIVE SERVICES CORP Total:
							5,203.10
Vendor: 0399 - THE SIGNAL TRIBUNE							
104908	09/04/2025	59740	07/25/2025	PUBLICATION SVCS: CEQA	100-61-5630	Media Services	358.68
							Vendor 0399 - THE SIGNAL TRIBUNE Total:
							358.68
Vendor: 0801 - U.S. BANK - PARS							
104887	08/29/2025	INV0015246	08/28/2025	PARS Contributions	100-21514	Part-time Employee PARS Pa	2,007.45
							Vendor 0801 - U.S. BANK - PARS Total:
							2,007.45
Vendor: 5452 - US TREASURY							
DFT0015234	08/28/2025	INV0015195	08/28/2025	Medicare	100-21511	Medicare Taxes Payable	7.62
DFT0015236	08/28/2025	INV0015197	08/28/2025	Federal Income Tax Withholding	100-21512	US Withholding Taxes Payabl	7.12
DFT0015245	08/28/2025	CM0000277	08/28/2025	Federal Income Tax Withholding	100-21512	US Withholding Taxes Payabl	-40.26
DFT0015247	08/28/2025	INV0015200	08/28/2025	Social Security	100-21510	FICA Taxes Payable	596.28
DFT0015248	08/28/2025	INV0015201	08/28/2025	Medicare	100-21511	Medicare Taxes Payable	139.46
DFT0015250	08/28/2025	INV0015203	08/28/2025	Federal Income Tax Withholding	100-21512	US Withholding Taxes Payabl	740.53
DFT0015311	08/28/2025	INV0015273	08/28/2025	Social Security	100-21510	FICA Taxes Payable	34,714.06
DFT0015312	08/28/2025	INV0015274	08/28/2025	Medicare	100-21511	Medicare Taxes Payable	15,419.28
DFT0015314	08/28/2025	INV0015276	08/28/2025	Federal Income Tax Withholding	100-21512	US Withholding Taxes Payabl	58,521.45
							Vendor 5452 - US TREASURY Total:
							110,105.54
Vendor: 4842 - USA BLUEBOOK							
120574	09/04/2025	INV00792328	08/08/2025	WATER DEPT SUPPLIES	500-40-5740	General Supplies	82.81
							Vendor 4842 - USA BLUEBOOK Total:
							82.81
Vendor: 9139 - V&V MANUFACTURING, INC							
120575	09/04/2025	62957	08/21/2025	BADGE SVCS (6)	100-72-5730	Uniforms	385.95
							Vendor 9139 - V&V MANUFACTURING, INC Total:
							385.95
Vendor: 5703 - VOYA 401A PLAN 664281							
DFT0015252	08/28/2025	INV0015204	08/28/2025	401A	100-21570	Deferred Compensation Ded	1,180.68
DFT0015253	08/28/2025	INV0015205	08/28/2025	401A%	100-21570	Deferred Compensation Ded	1,313.45
							Vendor 5703 - VOYA 401A PLAN 664281 Total:
							2,494.13

Warrant Register							Payment Dates: 8/22/2025 - 9/4/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount	
Vendor: 5704 - VOYA 457 PLAN 664280								
DFT0015254	08/28/2025	INV0015206	08/28/2025	457	100-21570	Deferred Compensation Ded	2,140.06	
DFT0015255	08/28/2025	INV0015207	08/28/2025	457	100-21570	Deferred Compensation Ded	9,979.03	
DFT0015256	08/28/2025	INV0015208	08/28/2025	457 Benefit	100-21570	Deferred Compensation Ded	9,760.09	
DFT0015257	08/28/2025	INV0015209	08/28/2025	457	100-21570	Deferred Compensation Ded	500.00	
DFT0015258	08/28/2025	INV0015210	08/28/2025	457 ROTH	100-21570	Deferred Compensation Ded	1,230.00	
							Vendor 5704 - VOYA 457 PLAN 664280 Total:	23,609.18
Vendor: 1316 - WATER REPLENISHMENT DISTRICT								
104892	08/29/2025	2506-T22-06A	06/30/2025	GROUNDWATER MONITORING: JAN - JUN 202	500-40-5400	Contract Services - General	3,333.00	
104909	09/04/2025	2506-T22-06B	06/30/2025	GROUNDWATER MONITORING: FY 25-26 ADMIN FEES	500-40-5400	Contract Services - General	770.00	
							Vendor 1316 - WATER REPLENISHMENT DISTRICT Total:	4,103.00
Vendor: 5161 - WECK LABORATORIES								
120533	08/29/2025	W5F1287	06/20/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	345.00	
							Vendor 5161 - WECK LABORATORIES Total:	345.00
Vendor: 9472 - Z3								
120534	08/29/2025	INV-9596	06/18/2025	SAFETY EQUIPMENT	100-72-5721	Special Department Supplies	414.28	
							Vendor 9472 - Z3 Total:	414.28
Vendor: 8846 - ZONES, LLC								
104910	09/04/2025	W10778750101	08/28/2025	IT SVCS - CSP/NCE OFFICE 365: 8/27 - 9/15/25	100-52-5725	Software	35.57	
							Vendor 8846 - ZONES, LLC Total:	35.57
							Grand Total:	535,535.99

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	438,996.23
202 - Transportation	1,964.00
260 - Lighting and Landscape	624.60
400 - Capital Improvement	27,284.10
500 - Water Operations Fund	63,682.56
601 - Vehicle and Equipment	2,984.50
Grand Total:	535,535.99

Account Summary

Account Number	Account Name	Payment Amount
100-21050	Accrued Liabilities Payab	10.00
100-21150	Retention Payable	1,166.10
100-21510	FICA Taxes Payable	35,310.34
100-21511	Medicare Taxes Payable	15,566.36
100-21512	US Withholding Taxes Pa	59,228.84
100-21513	State Withholding Taxes	24,097.13
100-21514	Part-time Employee PAR	2,007.45
100-21520	PERS - City Paid	100,058.58
100-21525	OPEB Employee Paid W/	6,907.48
100-21538	Flex Spending Payable	1,302.48
100-21550	POA Union Dues Deducti	1,584.00
100-21555	SHEA Union Dues Deduc	915.00
100-21570	Deferred Compensation	26,103.31
100-23530	Deposits-Community De	5,576.76
100-34-4600	Administrative Fee (CD)	-929.46
100-41-5330	Meetings	11,825.00
100-44-5400	Contract Services - Gene	14,498.50
100-44-5410	Legal Services	4,193.40
100-45-5740	General Supplies	256.79
100-46-5280	Wellness Benefit	100.00
100-46-5400	Contract Services - Gene	480.00
100-46-5410	Legal Services	6,768.40
100-47-5400	Contract Services - Gene	34,161.85
100-47-5410	Legal Services	10,757.60
100-51-5230	Retirement Contribution	-0.59
100-51-5400	Contract Services - Gene	5,296.00
100-51-5511	Telephone/Internet	670.41
100-51-5552	Rental/Lease of Equipm	3,310.17
100-51-5710	Office Supplies	23.53
100-52-5440	Technology Technical Ser	9,250.00

Account Summary

Account Number	Account Name	Payment Amount
100-52-5725	Software	35.57
100-52-5840	Capital Outlay	130.00
100-53-5273	Health Benefits	150.00
100-53-5410	Legal Services	107.00
100-61-5410	Legal Services	144.60
100-61-5570	Software Licensing & Su	2,100.00
100-61-5630	Media Services	358.68
100-61-5740	General Supplies	9.53
100-62-5410	Legal Services	120.50
100-62-5570	Software Licensing & Su	2,100.00
100-62-5740	General Supplies	7.14
100-63-5410	Legal Services	602.50
100-63-5570	Software Licensing & Su	3,100.00
100-63-5740	General Supplies	26.16
100-64-5570	Software Licensing & Su	2,100.00
100-72-5721	Special Department Sup	414.28
100-72-5730	Uniforms	412.53
100-72-5740	General Supplies	969.81
100-73-5320	Travel & Training	298.50
100-74-5400	Contract Services - Gene	13,608.75
100-74-5410	Legal Services	811.50
100-74-5440	IT Services	9,250.00
100-74-5570	Software Licensing & Su	260.00
100-74-5740	General Supplies	431.60
100-75-5721	Special Department Sup	240.13
100-81-5740	General Supplies	816.68
100-82-5330	Meetings	19.89
100-82-5410	Legal Services	991.90
100-82-5723	Event/Program Costs	1,539.50
100-82-5740	General Supplies	438.51
100-83-5330	Meetings	27.83
100-83-5740	General Supplies	5.00
100-91-5595	Comm Inter-Dept Charg	2,850.00
100-92-5400	Contract Services - Gene	2,907.76
100-92-5740	General Supplies	3,656.98
100-94-5400	Contract Services - Gene	2,045.00
100-94-5740	General Supplies	995.64
100-95-5721	Special Dept Supplies-Gr	2,607.28
100-95-5740	General Supplies	1,810.05
202-40-5672	Dial-A-Lift	1,964.00
260-40-5400	Contract Services - Gene	624.60
400-21150	Retention Payable	27,284.10

Account Summary

Account Number	Account Name	Payment Amount
500-40-5400	Contract Services - Gene	13,176.00
500-40-5410	Legal Services	2,880.10
500-40-5511	Telephone/Data	1,710.62
500-40-5552	Rental/Lease of Equipm	177.09
500-40-5560	Repair & Maintenance S	42,843.48
500-40-5721	Special Department Sup	2,651.75
500-40-5740	General Supplies	243.52
601-40-5400	Contract Services - Gene	736.36
601-40-5540	Vehicle Maintenance	358.73
601-40-5570	Software Licensing & Su	1,200.00
601-40-5721	Vehicle Supplies	689.41
	Grand Total:	535,535.99

Project Account Summary

Project Account Key	Payment Amount
None	529,119.73
6022	86.76
6186	732.00
6205	366.00
6209	732.00
6218	366.00
6223	2,928.00
6232	366.00
804	207.00
812	65.00
813	287.50
818	200.00
839	80.00
	Grand Total:
	535,535.99

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 8/7/2025 - 8/7/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 5303 - FRONTIER							
DFT0015224	08/07/2025	9765-071325	07/13/2025	FRONTIER SVCS: JUL 2025	100-51-5511	Telephone/Internet	115.80
						Vendor 5303 - FRONTIER Total:	115.80
						Grand Total:	115.80

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	115.80
Grand Total:	115.80

Account Summary

Account Number	Account Name	Payment Amount
100-51-5511	Telephone/Internet	115.80
Grand Total:		115.80

Project Account Summary

Project Account Key	Payment Amount
None	115.80
Grand Total:	115.80

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 5657 - Wells Fargo Bank, N.A. (114)							
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-21050	Accrued Liabilities Payable	78.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-37-4100	Other Revenue	5.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-41-5321	Council Development - Hone	75.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-41-5324	Council Development - Jones	725.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-41-5330	Meetings	109.84
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-41-5330	Meetings	15.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-41-5330	Meetings	78.98
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-41-5511	Telephone	82.72
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-41-5511	Telephone	41.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-41-5690	Miscellaneous	121.28
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-43-5320	Travel & Training	150.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-43-5320	Travel & Training	150.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-43-5511	Telephone/Data	41.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5330	Meetings	44.56
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5330	Meetings	72.45
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5330	Meetings	93.78
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5330	Meetings	42.40
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5330	Meetings	441.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5330	Meetings	187.43
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5511	Telephone	132.83
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5740	General Supplies	5.42
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5740	General Supplies	55.12
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-44-5740	General Supplies	297.26
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-45-5631	Software Purchases	16.56
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-45-5631	Software Purchases	13.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-45-5631	Software Purchases	120.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-45-5631	Software Purchases	234.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-45-5740	General Supplies	38.38
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-45-5740	General Supplies	14.35
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-45-5740	General Supplies	10.01
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-45-5740	General Supplies	21.73
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5320	Travel & Training	925.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5350	Employee Recognition	23.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5350	Employee Recognition	58.01
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5350	Employee Recognition	58.01
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5350	Employee Recognition	2,700.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5350	Employee Recognition	179.78

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5350	Employee Recognition	82.96
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5350	Employee Recognition	17.46
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5370	Safety Training	25.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5370	Safety Training	39.46
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5370	Safety Training	219.68
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5370	Safety Training	261.80
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5370	Safety Training	113.16
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5400	Contract Services - General	39.98
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5721	Special Department Supplies	21.37
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5721	Special Department Supplies	48.47
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5721	Special Department Supplies	44.10
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5740	General Supplies	112.16
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5740	General Supplies	33.68
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5740	General Supplies	38.32
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-46-5740	General Supplies	544.23
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5310	Dues & Memberships	125.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5320	Travel & Training	30.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5320	Travel & Training	30.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5320	Travel & Training	471.37
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5320	Travel & Training	30.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5330	Meetings	390.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5511	Telephone/Data	46.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5570	Software Licensing & Suppor	97.96
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5631	Software Purchases	99.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5631	Software Purchases	49.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-47-5631	Software Purchases	508.77
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	65.56
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	216.45
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	2,021.26
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	1,782.29
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	2,086.61
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-52-5570	Software Licensing & Suppor	7.20
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-52-5570	Software Licensing & Suppor	629.53
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-52-5740	General Supplies	99.45
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-61-5740	General Supplies	49.69
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-61-5740	General Supplies	134.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-62-5330	Meetings	57.45
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-62-5740	General Supplies	34.76
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-62-5740	General Supplies	29.81
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-62-5740	General Supplies	27.63
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-62-5740	General Supplies	43.04
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-63-5340	Books & Periodicals	1,799.96
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-63-5511	Telephone/Data	41.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-63-5511	Telephone/Data	81.40

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-63-5511	Telephone/Data	40.01
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-71-5330	Meetings	490.88
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-71-5740	General Supplies	247.22
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-71-5740	General Supplies	92.08
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-72-5320	Travel & Training	435.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-72-5320	Travel & Training	150.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-72-5511	Telephone	1,075.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-72-5511	Telephone	478.14
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-72-5540	Vehicle Maintenance	143.04
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-72-5740	General Supplies	8.27
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-73-5320	Travel & Training	1,052.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-73-5320	Travel & Training	185.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-73-5320	Travel & Training	375.32
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-73-5320	Travel & Training	375.32
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-73-5511	Telephone	124.08
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-73-5511	Telephone	38.01
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5320	Travel & Training	150.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5320	Travel & Training	199.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5511	Telephone	221.80
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5540	Vehicle Maintenance	10.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5540	Vehicle Maintenance	20.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5570	Software Licensing & Suppor	0.31
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5570	Software Licensing & Suppor	629.53
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5570	Software Licensing & Suppor	22.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5740	General Supplies	59.25
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5740	General Supplies	17.26
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5740	General Supplies	38.78
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5740	General Supplies	7.41
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5740	General Supplies	9.92
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-74-5740	General Supplies	162.04
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-75-5511	Telephone/Data	784.58
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-76-5310	Dues & Memberships	250.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-76-5740	General Supplies	17.22
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-77-5511	Telephone	41.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5570	Software Licensing & Suppor	1,590.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5630	Media Services	80.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	115.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	13.79
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	19.83
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	41.89
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	21.85
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	21.60
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	30.93
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	22.06

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	153.93
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	61.78
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	69.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	232.63
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	250.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	297.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	441.51
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	36.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	159.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	52.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	56.64
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	31.75
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	40.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	9.37
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	17.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	125.60
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	55.19
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	27.58
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-81-5740	General Supplies	55.22
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5320	Travel & Training	71.78
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5470	Historical Preservation	186.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	347.50
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	94.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	69.42
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	109.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	90.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	90.02
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	27.70
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	115.89
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	61.85
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	34.23
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	44.14
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	13.24
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	154.97
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	174.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	184.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	140.29
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	33.38
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	132.74
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	4.08
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	212.26
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	87.17
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	1,144.84
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	62.88

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	36.42
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	37.98
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	58.53
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	6.62
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	15.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	10.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	0.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	10.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	16.56
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	81.68
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-82-5740	General Supplies	-12.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5511	Telephone	288.17
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	130.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	10.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	10.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	48.05
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	237.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	46.32
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	10.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	15.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	48.60
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	31.54
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	54.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	53.01
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	49.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	121.51
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	44.19
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	44.19
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	220.41
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	43.64
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	202.13
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	183.51
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	11.04
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	39.26
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	34.56
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	10.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	34.63
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	25.40
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	40.87
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	40.28
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	35.43
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	936.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	150.33
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	151.66

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	44.16
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	142.35
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	176.11
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	9.38
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	196.04
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	2.58
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	66.27
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	70.60
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	114.77
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	72.09
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	17.13
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	23.46
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	65.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	20.75
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	23.18
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	117.72
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	346.61
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	13.98
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	84.27
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	65.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	115.11
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	98.96
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	326.95
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	20.05
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	206.01
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	102.95
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	83.47
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	524.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	162.10
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	209.69
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	162.40
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	15.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	103.78
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	100.15
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	146.89
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	49.90
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	62.97
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	64.32
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	11.18
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	132.54
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	235.25
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	55.24
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	55.89
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-83-5740	General Supplies	99.44

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-91-5320	Travel & Training	357.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-91-5320	Travel & Training	1,180.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-91-5330	Meetings	20.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-91-5511	Telephone	50.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-91-5511	Telephone	185.46
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-91-5740	General Supplies	-26.41
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-91-5740	General Supplies	-86.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-91-5740	General Supplies	-75.79
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5320	Travel & Training	44.32
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5320	Travel & Training	25.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5330	Meetings	65.84
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5330	Meetings	136.61
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5330	Meetings	84.98
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5330	Meetings	288.05
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5511	Telephone/Data	124.08
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5511	Telephone/Data	226.82
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5511	Telephone/Data	722.29
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	20.97
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	11.58
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	580.11
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	33.12
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	13.62
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	21.26
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	29.30
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	535.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	24.02
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	26.46
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	302.93
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	93.79
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	43.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	204.71
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	93.43
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	99.33
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	79.29
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	73.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	74.28
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	110.11
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	120.15
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	9.37
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	1,104.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	8.81
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	57.28
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	141.08
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	8.51

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	48.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	17.76
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	46.95
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	40.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	44.18
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	9.50
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5740	General Supplies	44.19
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	1,097.49
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	9.12
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	1,497.74
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-94-5330	Meetings	87.76
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-94-5511	Telephone/Data	82.72
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-94-5740	General Supplies	82.78
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-94-5740	General Supplies	13.86
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5320	Travel & Training	17.23
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5320	Travel & Training	2.75
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5320	Travel & Training	16.15
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5511	Telephone/Data	248.16
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5721	Special Dept Supplies-Graffiti	490.16
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	180.77
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	435.30
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	154.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	85.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	65.30
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	114.82
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	33.60
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	128.05
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	31.44
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5740	General Supplies	124.33
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	100-95-5742	Tools	163.99
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	143.64
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	276.24
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	1,227.49
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	317.28
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	285.72
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	118.69
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	44.19
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	28.71
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	795.59
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5805	Capital Outlay	64.93
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	210.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	210.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	210.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	213.00

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5320	Travel & Training	12.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5320	Travel & Training	12.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5320	Travel & Training	12.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5320	Travel & Training	34.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5320	Travel & Training	12.61
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5320	Travel & Training	755.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5320	Travel & Training	22.60
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5330	Meetings	60.42
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5511	Telephone/Data	413.60
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5511	Telephone/Data	139.98
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5721	Special Department Supplies	1,913.64
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5721	Special Department Supplies	1,271.30
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	61.31
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	143.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	48.38
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	88.22
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	101.50
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	-48.38
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	76.17
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	115.35
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	133.73
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	162.15
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	118.28
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	121.26
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	100.84
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	168.95
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	374.66
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	196.29
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	16.33
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	39.84
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	33.92
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	220.98
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	246.03
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-40-5740	General Supplies	-143.48
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-45-5720	Postage	79.40
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	500-45-5720	Postage	31.12
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5320	Travel & Training	21.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5320	Travel & Training	12.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5400	Contract Services - General	2.80
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5400	Contract Services - General	93.54
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5400	Contract Services - General	44.18
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5511	Telephone	41.36
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5540	Vehicle Maintenance	266.08
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5540	Vehicle Maintenance	10.00

Warrant Register

Payment Dates: 8/8/2025 - 8/8/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5540	Vehicle Maintenance	323.35
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5540	Vehicle Maintenance	10.00
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5721	Vehicle Supplies	136.42
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5721	Vehicle Supplies	637.45
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5742	Tools	475.31
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5742	Tools	347.37
DFT0015246	08/08/2025	07312025	07/31/2025	P-Card WF Statement	601-40-5750	Gasoline, Oil, & Tires	729.25
Vendor 5657 - Wells Fargo Bank, N.A. (114) Total:							71,546.53
Grand Total:							71,546.53

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	57,104.62
400 - Capital Improvement	4,145.48
500 - Water Operations Fund	7,145.96
601 - Vehicle and Equipment	3,150.47
Grand Total:	71,546.53

Account Summary

Account Number	Account Name	Payment Amount
100-21050	Accrued Liabilities Payab	78.00
100-37-4100	Other Revenue	5.00
100-41-5321	Council Development -	75.00
100-41-5324	Council Development - J	725.00
100-41-5330	Meetings	204.81
100-41-5511	Telephone	124.08
100-41-5690	Miscellaneous	121.28
100-43-5320	Travel & Training	300.00
100-43-5511	Telephone/Data	41.36
100-44-5330	Meetings	881.62
100-44-5511	Telephone	132.83
100-44-5740	General Supplies	357.80
100-45-5631	Software Purchases	384.55
100-45-5740	General Supplies	84.47
100-46-5320	Travel & Training	925.00
100-46-5350	Employee Recognition	3,119.70
100-46-5370	Safety Training	659.10
100-46-5400	Contract Services - Gene	39.98
100-46-5721	Special Department Sup	113.94
100-46-5740	General Supplies	728.39
100-47-5310	Dues & Memberships	125.00
100-47-5320	Travel & Training	561.37
100-47-5330	Meetings	390.00
100-47-5511	Telephone/Data	46.36
100-47-5570	Software Licensing & Su	97.96
100-47-5631	Software Purchases	657.76
100-51-5511	Telephone/Internet	6,172.17
100-52-5570	Software Licensing & Su	636.73
100-52-5740	General Supplies	99.45
100-61-5740	General Supplies	183.69
100-62-5330	Meetings	57.45
100-62-5740	General Supplies	135.24

Account Summary

Account Number	Account Name	Payment Amount
100-63-5340	Books & Periodicals	1,799.96
100-63-5511	Telephone/Data	162.77
100-71-5330	Meetings	490.88
100-71-5740	General Supplies	339.30
100-72-5320	Travel & Training	585.00
100-72-5511	Telephone	1,553.50
100-72-5540	Vehicle Maintenance	143.04
100-72-5740	General Supplies	8.27
100-73-5320	Travel & Training	1,988.50
100-73-5511	Telephone	162.09
100-74-5320	Travel & Training	349.00
100-74-5511	Telephone	221.80
100-74-5540	Vehicle Maintenance	30.00
100-74-5570	Software Licensing & Su	652.83
100-74-5740	General Supplies	294.66
100-75-5511	Telephone/Data	784.58
100-76-5310	Dues & Memberships	250.00
100-76-5740	General Supplies	17.22
100-77-5511	Telephone	41.36
100-81-5570	Software Licensing & Su	1,590.00
100-81-5630	Media Services	80.48
100-81-5721	Special Department Sup	287.81
100-81-5723	Event/Program Costs	1,755.69
100-81-5740	General Supplies	420.20
100-82-5320	Travel & Training	71.78
100-82-5470	Historical Preservation	186.00
100-82-5723	Event/Program Costs	3,465.01
100-82-5740	General Supplies	227.34
100-83-5511	Telephone	288.17
100-83-5723	Event/Program Costs	5,347.40
100-83-5740	General Supplies	2,584.51
100-91-5320	Travel & Training	1,537.00
100-91-5330	Meetings	20.36
100-91-5511	Telephone	235.46
100-91-5740	General Supplies	-188.68
100-92-5320	Travel & Training	70.31
100-92-5330	Meetings	575.48
100-92-5511	Telephone/Data	1,073.19
100-92-5740	General Supplies	4,174.26
100-92-5830	Furniture and Fixtures	2,604.35
100-94-5330	Meetings	87.76
100-94-5511	Telephone/Data	82.72

Account Summary

Account Number	Account Name	Payment Amount
100-94-5740	General Supplies	96.64
100-95-5320	Travel & Training	36.13
100-95-5511	Telephone/Data	248.16
100-95-5721	Special Dept Supplies-Gr	490.16
100-95-5740	General Supplies	1,353.09
100-95-5742	Tools	163.99
400-40-5805	Capital Outlay	3,302.48
400-40-5896	Facilities Capital Improv	843.00
500-40-5320	Travel & Training	860.69
500-40-5330	Meetings	60.42
500-40-5511	Telephone/Data	553.58
500-40-5721	Special Department Sup	3,184.94
500-40-5740	General Supplies	2,375.81
500-45-5720	Postage	110.52
601-40-5320	Travel & Training	33.36
601-40-5400	Contract Services - Gene	140.52
601-40-5511	Telephone	41.36
601-40-5540	Vehicle Maintenance	609.43
601-40-5721	Vehicle Supplies	773.87
601-40-5742	Tools	822.68
601-40-5750	Gasoline, Oil, & Tires	729.25
	Grand Total:	71,546.53

Project Account Summary

Project Account Key	Payment Amount
None	58,675.81
802	13.24
807	1,117.72
808	1,144.84
811	1,457.24
812	264.00
813	465.29
814	2,772.44
818	589.67
825	69.42
839	736.39
840	94.99
90.19004.CIPR.113	843.00
90.25017.LBR.111	3,302.48
	Grand Total:
	71,546.53

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



UBPKT02895 - Refunds 9-1-25 UBPKT02892 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
101-02282-03		9/4/2025	120535	35.86			35.86	Generated From Billing
102-01198-04		9/4/2025	120536	15.56			15.56	Generated From Billing
102-02177-04		9/4/2025	120537	92.50			92.50	Generated From Billing
106-01048-03		9/4/2025	120538	47.54			47.54	Generated From Billing
107-03161-06		9/4/2025	120539	110.16			110.16	Generated From Billing
107-03188-04		9/4/2025	120540	67.32			67.32	Generated From Billing
109-01750-06		9/4/2025	120541	25.46			25.46	Generated From Billing
110-02550-05		9/4/2025	120542	77.76			77.76	Generated From Billing
110-02902-02		9/4/2025	120543	42.50			42.50	Generated From Billing
120-51021-00		9/4/2025	120544	1,500.00			1500.00	Generated From Billing
120-51024-00		9/4/2025	120545	1,448.92			1448.92	Generated From Billing
Total Refunds: 11				Total Refunded Amount:			3,463.58	

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	3463.58
Revenue Total:	3463.58

General Ledger Distribution

Posting Date: 08/28/2025

Account Number	Account Name	Posting Amount	IFT
Fund: 500 - Water Operations Fund			
500-10100	Cash - Combined Fund	-3,463.58	Yes
500-13001	Customer Accounts Receivable	3,463.58	
500 Total:		0.00	
Fund: 990 - Combined Cash Fund			
990-10201	Wells Fargo - General Account	-3,463.58	
990-24100	Due To Other Funds	3,463.58	Yes
990 Total:		0.00	
Distribution Total:		0.00	



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal Hill, California 90755-3799

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: DAVID HOPPER
CITY TREASURER**

**SIAMLU COX
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

SUBJECT: WARRANT REGISTER PRESENTED SEPTEMBER 23, 2025

Summary:

The Warrant Register is a listing of all general disbursements issued since the prior warrant register and are requested to be approved by the City Council.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Authorize payment of the Warrant Register presented September 23, 2025.

Fiscal Impact:

The City has sufficient funds budgeted and available for payment.

Analysis:

Warrant Register for Council Meeting

Payment Type	Payment Date	Payment Numbers	Total
Regular Check	8/29/2025	120524 THRU 120534	\$ 71,279.28
Regular EFT	8/29/2025	104888 THRU 104892	\$ 34,718.04
Regular Check	9/4/2025	120524 THRU 120534	\$ 49,717.25
Regular EFT	9/4/2025	104888 THRU 104892	\$ 104,350.01
Manual DFT*	8/22/25 - 9/3/25	VARIOUS	\$ 2,381.03
Manual DFT*	8/28 & 9/4/25	VARIOUS	\$ 273,090.38
Subtotal			\$ 535,535.99
Manual DFT*	8/7 - 8/8/25	VARIOUS	\$ 71,662.33
Utility Billing Refund	9/4/2025	120535 THRU 120545	\$ 3,463.58
Subtotal			\$ 75,125.91
Payroll Net**	8/28/2025	VARIOUS	\$ 393,792.64
Subtotal			\$ 393,792.64
Grand Total			\$ 1,004,454.54

* EFT/Draft - Electronic/Draft Funds Transfer

** Represents the total net payroll direct deposit on pay date

Staff is submitting all warrants for approval; invoices and supporting documentation are available for review in the Finance Department.

Attachment:

- A. Warrant Register



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

SUBJECT: APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of September 9, 2025.

Strategic Plan Goal(s):

Goal No. 5. High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Approve the meeting minutes.



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

MINUTES OF A REGULAR MEETING SIGNAL HILL CITY COUNCIL September 09, 2025

A Regular Meeting of the Signal Hill City Council was held in-person in the Council Chamber on September 9, 2025.

(1) **CALL TO ORDER – 6:30 P.M.**

(2) **ROLL CALL**

PRESENT: MAYOR KEIR JONES
VICE MAYOR TINA HANSEN
COUNCIL MEMBER ROBERT COPELAND
COUNCIL MEMBER CHARLIE HONEYCUTT
COUNCIL MEMBER LORI WOODS

ABSENT: NONE

(3) **CLOSED SESSION**

- a. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2).

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2).

NUMBER OF POTENTIAL CASES: 1

(4) **PUBLIC BUSINESS FROM THE FLOOR ON CLOSED SESSION ITEMS**

There was no public business from the floor.

(5) **RECESSED TO CLOSED SESSION AT 6:31 P.M.**

It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR HANSEN to recess to Closed Session.

(6) **RECONVENED REGULAR MEETING – 7:03 P.M.**

Mayor Jones reconvened the meeting and led the audience in the Pledge of Allegiance.

(7) **PLEDGE OF ALLEGIANCE**

(8) **CLOSED SESSION REPORT**

The City Attorney reported on the closed session item; there was no reportable action taken.

(9) **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA**

(10) **PRESENTATIONS**

- a. LIBRARIAN GELLI NOCON WILL PROVIDE A PRESENTATION ABOUT SCHEDULED PROGRAMMING TO COMMEMORATE HISPANIC HERITAGE MONTH.

Librarian Gelli Nocon presented agenda item 10a.

- b. A REPRESENTATIVE FROM RANCHO LOS CERRITOS WILL PROVIDE A BRIEF OVERVIEW OF THE UPCOMING RANCHOS WALK ON SATURDAY, SEPTEMBER 20, 2025.

Larry Rich, Sustainability Manager for the City of Long Beach, presented agenda item 10b.

- c. COMMUNITY DEVELOPMENT DIRECTOR COLLEEN DOAN WILL INTRODUCE THE CODE COMPLIANCE OFFICER, GUS ALONSO, WHO BEGAN FULL TIME SERVICE TO THE CITY ON JUNE 23, 2025.

Community Development Director Colleen Doan introduced Code Compliance Officer Gus Alonso.

- d. A REPRESENTATIVE FROM THE LOS ANGELES COUNTY SANITATION DISTRICTS WILL PROVIDE INFORMATION AND AN UPDATE ON THE COUNTY'S ONGOING SPRING STREET PUMPING PLANT FACILITY IMPROVEMENTS PROJECT. THIS PROJECT IS LOCATED INSIDE THE DODGE CAR DEALERSHIP AT 2100 EAST SPRING STREET IN SIGNAL HILL.

Representatives from the Los Angeles County Sanitation Districts presented agenda item 10d and responded to questions from the City Council regarding the project.

(11) CITY MANAGER REPORTS

- a. PROPOSED ADOPTION OF A RELOCATION PLAN AND A BUDGET ADJUSTMENT TO PROVIDE RELOCATION ASSISTANCE FOR THE TENANTS OF 1975 EAST 21 STREET AND 2107 CHERRY AVENUE, SIGNAL HILL, CA 90755

Assistant to the City Manager/Economic Development Manager Alfa Lopez provided a presentation on this item. Ms. Lopez and Monument representative, Daniela Borbe, Principal, responded to questions from the City Council regarding specifics of the relocation plan. It was moved by COUNCIL MEMBER WOODS and seconded by VICE MAYOR HANSEN to:

Adopt Resolution No. 2025-09-6899, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING A RELOCATION PLAN AND RELOCATION ASSISTANCE FOR THE TENANTS OF 1975 EAST 21 STREET AND 2107 CHERRY AVENUE, SIGNAL HILL, CA 90755.

Adopt Resolution No. 2025-09-6900, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-2026.

The following vote resulted:

- AYES: MAYOR JONES
VICE MAYOR HANSEN
COUNCIL MEMBER COPELAND
COUNCIL MEMBER HONEYCUTT
COUNCIL MEMBER WOODS
- NOES: NONE
- ABSENT: NONE
- ABSTAIN: NONE

- b. POTENTIAL DESIGNATION OF AN ANNUAL JESSIE NELSON DAY OF REMEMBRANCE

City Manager Carlo Tomaino introduced this item and Mayor Jones provided additional introductory comments regarding the desire to establish an annual day recognizing Jessie Nelson. The City Council discussed establishing a day of remembrance celebrating Jessie Nelson and directed staff to develop concepts for this effort and return to the City Council with suggestions for further development at a future meeting.

(12) CONSENT CALENDAR

- a. SCHEDULE OF INVESTMENTS AND MONTHLY TRANSACTION REPORT
- b. WARRANT REGISTER PRESENTED SEPTEMBER 9, 2025
- c. APPROVAL OF MEETING MINUTES

It was moved by VICE MAYOR HANSEN and seconded by COUNCIL MEMBER COPELAND to approve the Consent Calendar.

The following vote resulted:

AYES: MAYOR JONES
 VICE MAYOR HANSEN
 COUNCIL MEMBER COPELAND
 COUNCIL MEMBER HONEYCUTT
 COUNCIL MEMBER WOODS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

(13) COUNCIL AGENDA--NEW BUSINESS

Council Member Copeland recognized Ms. Lopez for her hard work on the acquisition of the property on 21st Street and Cherry Avenue.

Mayor Jones reported that he recently attended the Gateway Cities Council of Governments annual retreat and planning meeting held on Catalina Island. Mayor Jones also thanked the Signal Tribune for the recognition of the City's efforts related to trees and "going green" and thanked staff for the work made towards these efforts .

Council Member Honeycutt made comments related to Efrain Ramirez, thanking him posthumously for his dedicated service to EDCO operations and the residents of Signal Hill.

(14) ADJOURNMENT

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER WOODS to adjourn tonight's meeting to the next Regular meeting of the City Council on September 23, 2025 at 7:00 p.m. The meeting was adjourned in honor and memory of Jack McManus for his dedicated service on the Signal Hill Planning and Civil Service Commissions and Efrain Ramirez for his dedicated service to EDCO operations, directly serving and supporting the residents of Signal Hill.

MAYOR JONES adjourned the meeting at 7:59 p.m.

KEIR JONES
MAYOR

Attest:

DARITZA PEREZ
CITY CLERK



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

STAFF REPORT

9/23/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

SUBJECT: APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of September 9, 2025.

Strategic Plan Goal(s):

Goal No. 5. High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Approve the meeting minutes.